

## General Data Protection Regulation at WorldAPP

## What is GDPR?

The General Data Protection Regulation (GDPR) is a substantial legal act which replaces the Data Protection Directive 95/46/EC, provides European citizens with the additional protection of their rights and safeguards their personal data.

## Who does the GDPR apply to?

GDPR applies to the organizations processing the personal data of the European data subjects (natural persons) regardless of the organization's location.

The definition of processing of personal data is wide and includes such actions as: collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

## When does the GDPR come into effect?

The GDPR will come into effect on the 25th of May 2018.

## Can the data be transferred outside of EU under the GDPR?

Yes. The restrictions that were imposed by the Data Protection Directive 95/46/EC on the data transfer were not changed by the GDPR. Data can be transferred from the EU to the other countries if certain conditions are met. WorldAPP's participation in the Privacy Shield program, willingness to sign the European Commission's Model Contractual Clauses, if required, and Data protection exhibit, which we are developing, will help to make the data transfer easy, safe and compliant with the requirements of the EU legislation.

## What are we doing to prepare to the GDPR?

We are taking confident steps and making commitments to adhere to the GDPR fully.

### The processes we are implementing:

- We are updating our contractual clauses to guarantee that they include the requirements stated in the GDPR;
- We are in the process of appointing the Data Protection Officer, so that the well-defined data protection control is assured;
- We are getting ready to implement additional technical and administrative measures which will secure the data;
- We are successfully continuing staff trainings regarding the current and upcoming data protection legislation to assure awareness;
- We are participating in the Privacy Shield program to address the current EU data protection legislation.

## How our application helps you to comply?

Preservation of the Clients' data is one of the most important WorldAPP's objectives. We monitor the data protection legislation regularly to guarantee data's safety and compliance with the data security standards.

Using our application, you can provide individuals with specific information about intended processing activities upon collection of personal data. For instance, you can insert links to your Privacy Policy into the surveys and forms you create via the Platform to comply with the requirement on the data subject consent to the processing of the personal data.

Right to rectification, restriction and "right to be forgotten" which is insured to the individuals by the GDPR can be fulfilled by the deletion of the data subject's personal information from the Platform's production database.

The data you collect via forms and surveys belongs to you. You may access and download it at any time. Thus, you can easily assure the data subject's right to data portability required under the GDPR.

We also offer encryption in transit which helps you to comply with the most important GDPR principle – protection of personal data.

To reduce risks and achieve control of the data processing required under the GDPR, you can manage and control user access via the three types of administrative accounts offered within the application:

- **Enterprise Administrator account** - can create and administer rights of all users and accounts in the application;
- **Multi-user account** - has a set of rights to control the work of sub-accounts;
- **Multi-access account** - is an account accessed by a group of people, each of which has different rights, for example.

You can also restrict staff access to personal data via the application or limit the scope of their capabilities guaranteeing the protection the data from the unauthorized access.

*WorldAPP's team will diligently work on the advancement of the platform features and improvement of the services we are providing to help you protect the subject's data at the highest level and conform to the data protection legislation.*