


Become & Stay GDPR Compliant

 ASSESSMENTS
AND AUDITS

 DATA
MAPPING

 OPERATIONAL
REQUIREMENTS

 MASTER DATA
MANAGEMENT

From May 25, 2018 the EU GDPR will change the way companies have to process all individuals data (Customers, Employees, Partners and Suppliers). This will require new training for employees, new legal contracts, new data privacy procedures and new data management processes for companies operating in any EU country.

How to become and stay GDPR compliant with XeeLo in 4 steps:

01 ASSESS CURRENT STATUS: PERFORM AND TRACK ASSESSMENTS & AUDITS

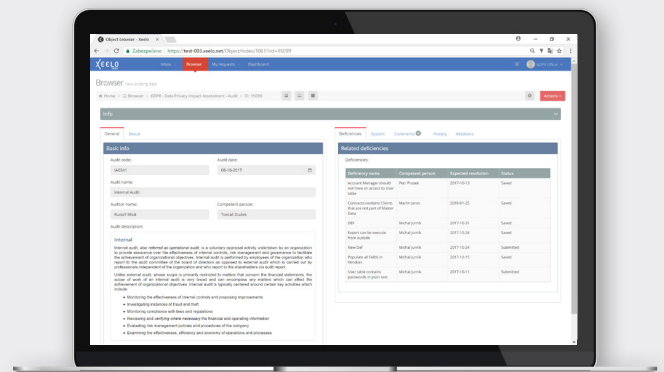
XeeLo GDPR allows you to create a set of audit/assessment questions, or use generic ones from our data bank. Then build up your own assessment that can be sent and tracked across the entire company, or specific questionnaires for individual departments.

By managing the Self-assessment/audit via XeeLo GDPR, you can keep track of who has responded and collect answers to important questions like:

- _ What personal data are you processing across the company?
- _ Are you in the role of controller, processor, or recipient of personal information?
- _ Why is personal data collected and do we have the right to use it?
- _ Which third-parties do you share the data with?
- _ How is personal information protected?

Answers to these questions and others – as a part of the Data Audit – will not only serve as a verifiable source for the Data Map, but also help you discover potential deficiencies and risks in the company.

You can also send out new questions at any time, to ensure ongoing compliance, and to manage your audit processes after May 2018.

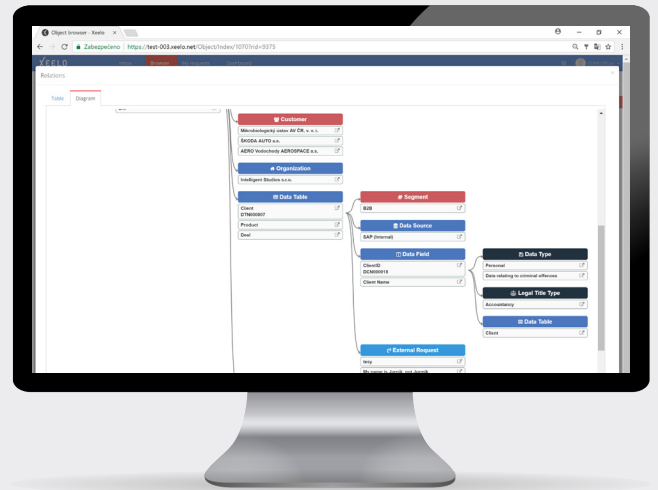


02 MAP YOUR DATA: GET A SYNOPTIC VIEW OF YOUR COMPANY DATA

With XeeLo GDPR you can build a quick and easy view of all your data, or import already prepared data lists from Excel, and visualise how personal data is linked across systems, tables and fields.

This simple view will allow you to drill across all Personal Data, and identify where it is stored across the company, why it exists and how it enters your systems.

The Data Map will continue to grow automatically if you also use XeeLo GDPR as your Master Data Management solution, ensuring that you don't need to manually collect and update data maps in the future.



03 COVER OPERATIONAL PROCESSES: HANDLE GDPR OPERATIONAL REQUIREMENTS

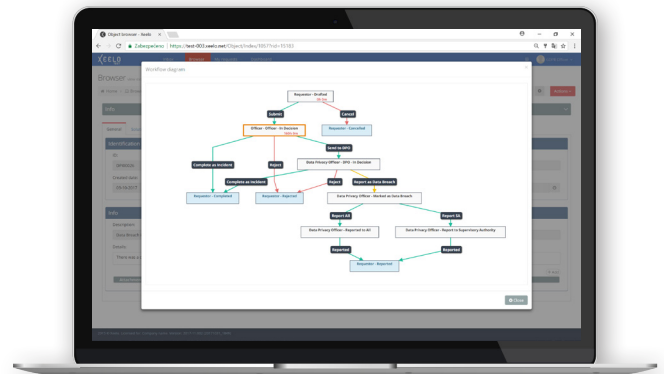
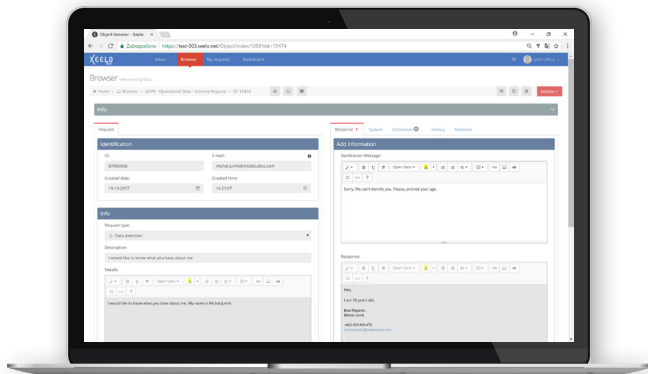
GDPR is a set of continuous activities and processes, it doesn't stop on May 25, 2018 – it begins!

Therefore you need to ensure there are appropriate processes in place, to demonstrate that you have achieved compliance, and are maintaining compliance with GDPR all the time.

XeeLo GDPR brings all the processes you need:

- _ External & Internal Data requests
- _ Incidents & Crisis Management
- _ Government Form Submissions

- _ 3rd Country (non-EU) Data Transfer Requests & Notifications
- _ Legal Title & Consent Management (Individuals)
- _ Change Requests
- _ Training Plans & Attendance Management
- _ Distribution of Internal Policies & Documents
- _ Audit & Corporate Governance
- _ Audit Deficiencies & Resolution tracking
- _ Risk Management & Risk Register
- _ Internal FAQ & GDPR Guidelines for all EU Countries



04 MANAGE DATA FROM ONE PLACE: CENTRALIZE MASTER DATA MANAGEMENT

XeeLo Master Data Management (MDM) was designed with full auditing and versioning capabilities, extensive user access right controls and automated compliance warnings. XeeLo MDM has years of proven experience supporting Sarbanes-Oxley compliance and fulfilling external auditor requirements for data security.

XeeLo Data Exchange (XDX) has been developed to help support the central management of master data across all systems that exist in a company. We use the latest in encryption and communication technology to

allow us to connect to any existing system, no matter how old or new, and make sure that you always have the same, identical, data record in all systems.

XeeLo GDPR combines both these systems (MDM and XDX), and brings you the power to fully control and track all changes to Personal Data held in your company from a single, user friendly interface, guaranteeing maximum security of Personal Data.