

# invenias ▶ GDPR

The Invenias GDPR Module, part of the Invenias Global Data Privacy Framework, is designed to allow you to easily manage your data privacy to help you on your journey to compliance with minimum disruption to your business. The module comprises options to globally manage your privacy preferences, manage permissions and Consent for individuals and meet the heightened requirements of the new legislation.

## Dedicated Data Privacy Record

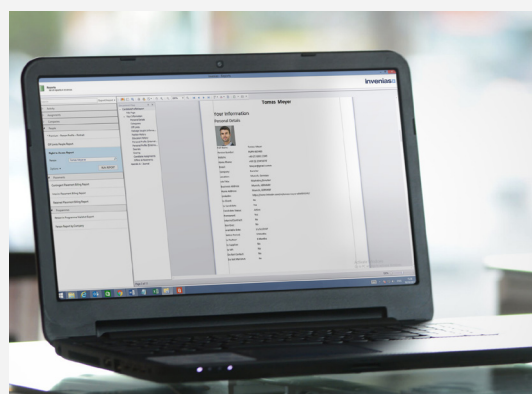
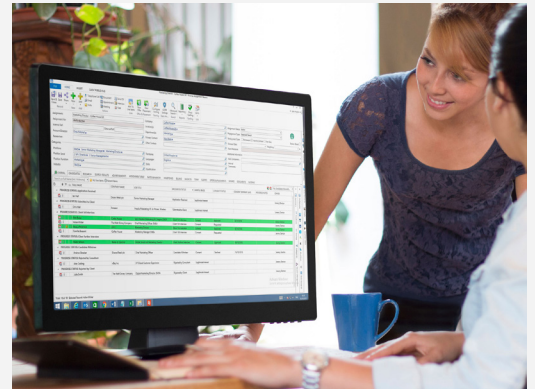
The Invenias Data Privacy Record allows you to manage all your privacy preferences such as your default Purposes and Lawful Bases to hold data on all the individuals in your database. This record also includes a repository for all your GDPR-related documents, space to record your supervisory authority to whom you would have to report a breach, as well as your GDPR Representative who takes the lead on GDPR for your business and who you would contact in the event of a data subject access request.

## Person Record

An individual's GDPR information is prominently displayed in their record, with fields showing both the Purpose and Lawful Basis for holding their data. You can clearly see whether the individual has been informed that their data is being held and if you have chosen Consent as a Lawful Basis, or if you are processing Special Categories of data whether their consent to hold their data has been requested, approved or declined.

From the person record you can access not only an auditable and full history of all your GDPR interactions, but you also have the ability to inform individuals that you are holding their data, on which Purpose and Legal Basis you are holding it, as well as options to request and update Consent. You can generate Inform Notifications and Consent Requests in email template and document form using standard templates that are supplied with the Invenias GDPR Module, plus the option to record verbal confirmation that a person has been informed.

There is also the option to automatically inform individuals or request Consent using the optional Candidate Data Privacy Extension which is part of Invenias Candidate. This automatically generates a branded customisable email to people in your database either informing them that their data is being held, or giving them the ability to approve or deny Consent with one click which is immediately synced back to the person's record, date stamped and tracked for easy management.



## Managing Consent to fit Client Requirements

Recognising that your different clients may have varied GDPR requirements, Invenias allows you to manage consent preferences, not only on a global level across your database, but also on a company basis, on an assignment basis and even according to a client's different locations. This will make it easier to ensure you are compliant for all your clients and regions.

## Right of Access

Under the GDPR, individuals have a right of access to all the data held about them by you. To facilitate the straightforward provision of this data, The Invenias GDPR Module contains a new default report which lists

all the personal data held on an individual within Invenias. This report is editable after generation to allow you to redact information which would infringe on other individuals' right to privacy.

## Right to be Forgotten

The right to be forgotten is an individual right which is enshrined within the GDPR. The Invenias GDPR Module contains the option of deleting candidates to comply with this requirement. This is a different permission from usual deleting within your database, meaning that all your team are empowered to help with the journey to compliance.