
TALENTERIA

GDPR Compliance Assessment

1 Introduction

1.1 Overview

The General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679) is a regulation by which the European Parliament, the Council of the European Union and the European Commission intend to strengthen and unify data protection for all individuals within the European Union (EU).

The regulation was adopted on 27 April 2016. It becomes enforceable from 25 May 2018 after a two-year transition period and, unlike a directive, it does not require national governments to pass any enabling legislation, and is thus directly binding and applicable.

GDPR is structured around six principles which are:

- Requiring transparency on the handling and use of personal data
- Limiting personal data processing to specified, legitimate purposes
- Limiting personal data collection and storage to intended purposes
- Enabling individuals to correct or request deletion of their personal data
- Limiting the storage of personally identifiable data for only as long as necessary for its intended purpose
- Ensuring personal data is protected using appropriate security practices

1.2 Personal Data

Personal data is any information relating to an identified or identifiable natural person.

Sensitive personal data is defined as data consisting of racial or ethnic origin, political orientation, religious or philosophical beliefs, trade union membership, biometric data, genetic data, health status and data concerning a person's sex life and sexual orientation.

Talenteria keeps sensitive data separately from the master employee record with special access rules.

1.3 Personal Privacy - Individual's Rights

1.3.1 Right to be Forgotten

Requirement

The right to be forgotten is also known as the '**right to erasure**'. EU citizens have the right to request deletion or removal of their personal data. They don't have to put forth any particular reasons to substantiate their request.

If there is no compelling reason for a company to process personal data, they have to delete it immediately.

Compliance

Talenteria offers the following options:

- Data Deletion
Users are able to delete candidate records and all connected records with one click.

1.3.2 Right to be Informed

Requirement

The right to be informed explains how companies and organizations are obligated to provide information of how they process collected data. The individual should be informed through a private notice.

Compliance

Talenteria provides information on what kind and type of data is stored in system (data structure).

1.3.3 Right of Access

Requirement

The right of access concerns the ability of individuals to access their personal data and obtain confirmation that their personal data is being processed.

Compliance

Talenteria provides candidates with access to personal data via Career Site.

1.3.4 Right to Rectification

Requirement

The right to rectification defines that individuals have the right to have their personal data corrected if it's incomplete or inaccurate.

Compliance

Talenteria provides employees with ability to correct personal data or request changing personal data from the Recruitment team.

1.3.5 Right to Restrict Processing

Requirement

The right to restrict processing explains that individuals have the right to block processing of personal data, so that companies can only store it.

Compliance

Talenteria stores employee data only for internal Recruitment processes and doesn't provide it for any 3rd parties.

1.3.6 Right to Data Portability

Requirement

The right to data portability concerns the right of individuals to obtain and reuse personal data for their own purposes on different services and platforms.

Compliance

Talenteria allows exporting data to portable formats (.csv).

1.3.7 Right to Object

Requirement

The right to object means that individuals can object to processing in fields such as direct marketing and scientific or historical research. Even processing that is based on the performance of tasks in the public interest can be objected.

Compliance

Talenteria collects and stores employee data only for the purposes defined by the labor law.

1.4 Controls & Notifications

Requirement

Protect personal data using appropriate security.

Compliance

Talenteria implements multi-layer security model, which includes Linux OS and Cloud security restrictions and Talenteria role-based access control.

Requirement

Notify authorities of personal data breaches within 72 hours.

Compliance

Talenteria will inform clients of any found potential risks of data breach within 72 hours of Talenteria becoming aware of it.

Requirement

Keep records detailing data processing.

Compliance

Talenteria utilizes various services (logs, audit trails) for that purpose.