

ZL GDPR Compliance

GDPR at a Glance

The General Data Protection Regulation (GDPR) will go into full effect in May of 2018, providing greater protection to EU data. The regulation forces companies that process EU resident personal data to meet higher standards of protection and control, bringing corporate file shares, SharePoint, Office 365, email, and many other file systems under the regulatory spotlight. Companies now face the challenge of identifying customer and employee personal data across enterprise file systems, and subsequently ensuring their ability to take appropriate action when needed. With GDPR fines of up to 20 million EUR or 4% of global annual turnover, organizations should aim to meet the following GDPR requirements, among others:

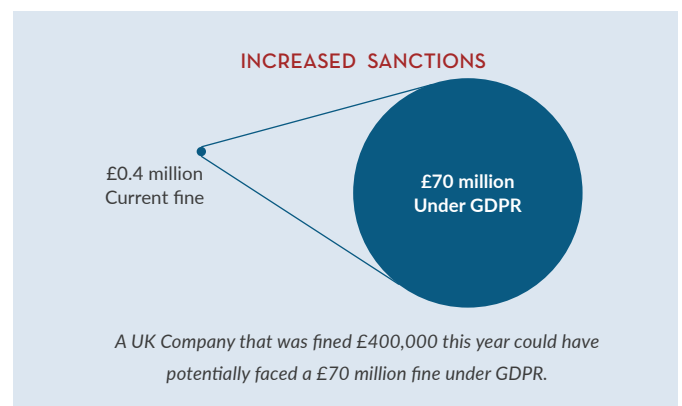
- A subject's right to request access to personal data
- A subject's right to have their data deleted
- Stricter consent requirements for data processing
- The deletion of personal data once it is no longer being used for its original purpose
- An obligation to report data breaches to a supervisory authority without undue delay

ZL File Analysis and Management

ZL File Analysis and Management (FAM) is a comprehensive file management platform that can help companies meet GDPR requirements through data mapping, ongoing information governance, and data remediation capabilities. ZL FAM provides in-place analysis of personal information across all major employee-created file sources, as well as identifying high and low value content for remediation. Remediation can be applied on a broad scale to proactively limit future liability, and on a case-by-case basis to comply with subject requests.

A typical workflow for a GDPR subject request might include:

- **Locating Personal Information:** Analytics capabilities with built-in visualization features enable users to locate hotspots of private information, informing decisions on where to focus further efforts. Metadata and content analysis then allow users to identify and tag personal data, or any type of data that requires further action.
- **Taking Action:** A variety of actions can be taken to comply with GDPR regulations, including deletion, access privilege management, quarantining, archiving, and the application of records retention policies.



Moving Forward

The same capabilities that provide protection of personal data also enable organizations to clean up their file systems, mitigate risk, optimize operational efficiency, and harness data for analytics initiatives. ZL FAM differentiates itself through its capacity for ongoing policy management as part of a broader information governance strategy. When user actions inform automated classification and remediation policies, file analysis need only be performed once. Finally, the flexibility provided by proactive file management will enable organizations to adapt to future changes in the now-borderless regulatory landscape as they arise.

GDPR Timeline

