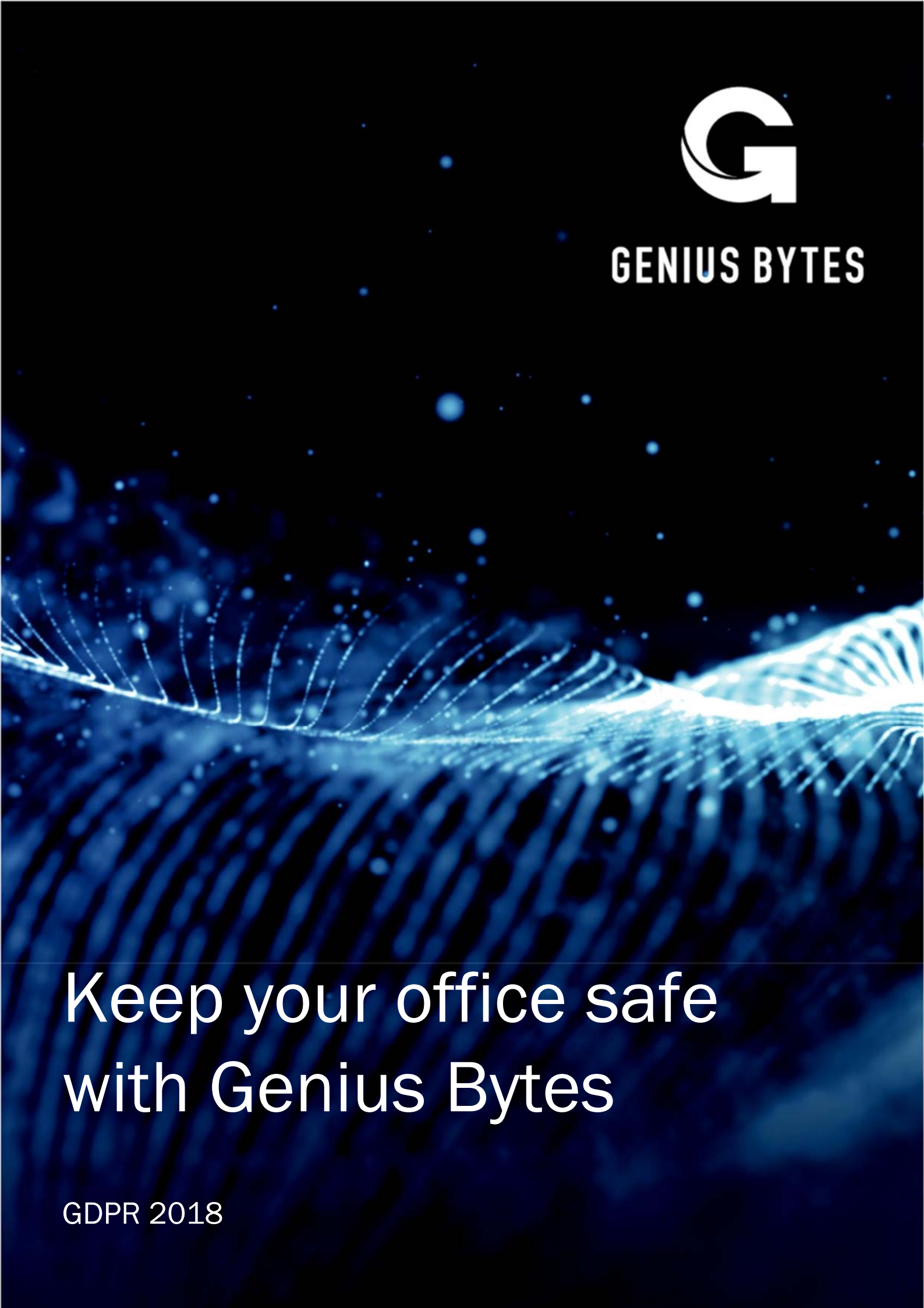

Keep your office safe with Genius Bytes

GDPR 2018

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Document Information

Version	Date	Change	Status
1.0	20.03.2018	Initial	Released
2.0	24.04.2018	Improvements	Released

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We assembled these information with utmost care. Nevertheless, it is still possible for some points to change, since the solution is under constant development. Please refer to the corresponding release notes for additional information. However, all warranties implied or expressed, including but not limited to implied warranties of merchantability, or fitness for purpose, are excluded.

This document is based on Genius Server version2.X or higher.

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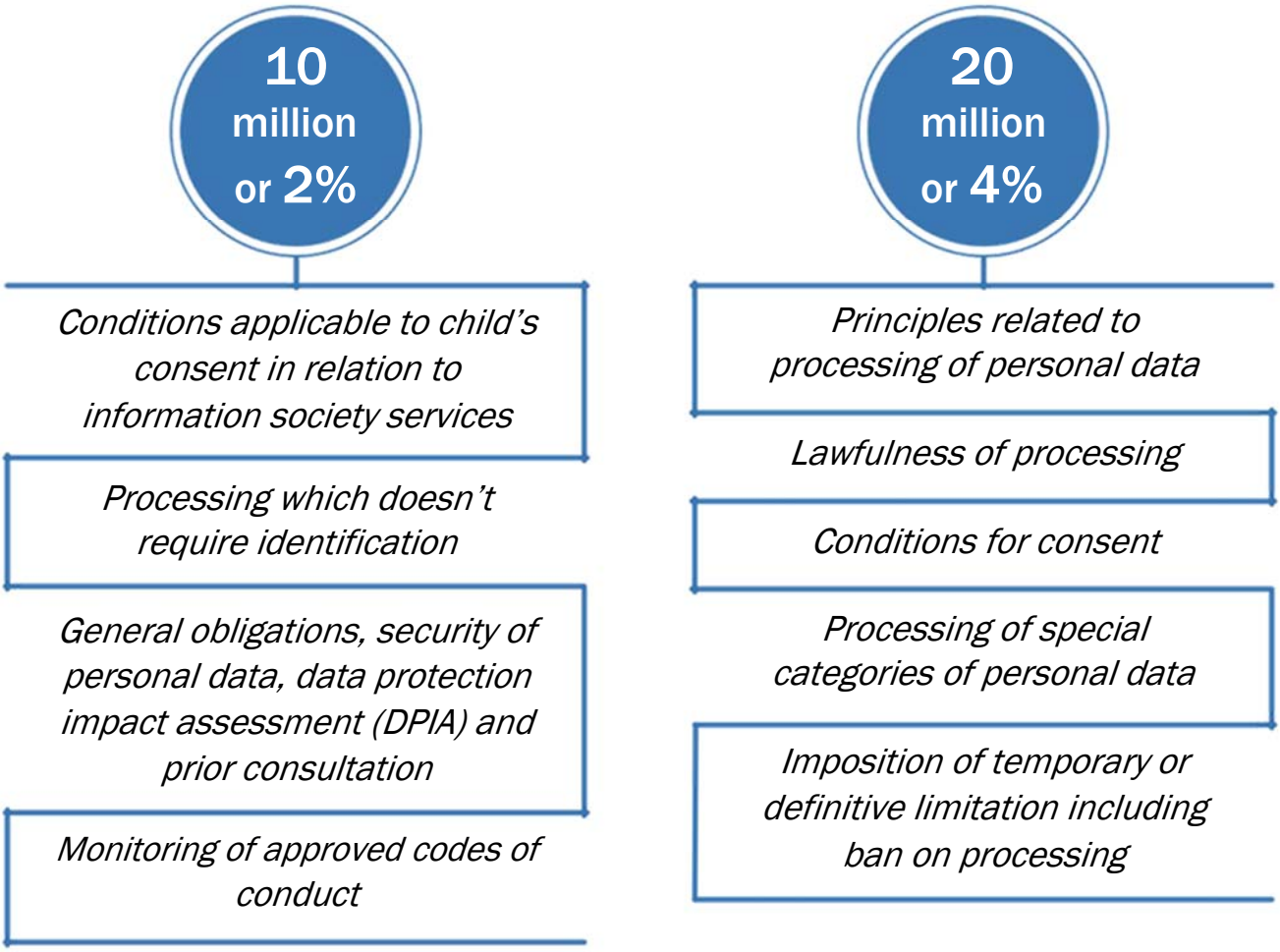
Learn more about GDPR

The European Union has taken a great step in protecting EU residents' fundamental right to privacy with the General Data Protection Regulation (GDPR) which will be effective from May 25th, 2018. From this date onward, EU residents will be able to handle their personal data, having a greater control over the usage, processing and disposition of their personal data.
In case of non-compliance, companies face fines up to a maximum of 20 million or 4% of the total worldwide annual turnover; severity of fines depend on the GDPR provisions that has been infringed.



Genius Bytes is well aware of its role in providing theright tools and processes to support its users and customers in meetingtheir GDPR mandates.

What is personal data?

'**Personal data**' means any information related to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifying character such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

What does Genius Bytes do to protect your data

Genius Bytes has assessed every paragraph of the GDPR and adopted all the necessary measures for data security; some examples of our security practices are listed below:

Device protection

An authentication system is provided for and onall MFPs, in this way only authorized persons can use the device and easily have accessto their print jobs and preferences.
Moreover, only users with administration roles can accede the devices' configuration, thus unauthorized changes and breaches are avoided.

Encryption

For a greater security, we assure an encryption system.
When a user logs-in on a MFP by entering the password, each letter is encrypted; a good solution to avoid the risk of password theft.

What does Genius Bytes do to protect your data

Deleted or anonymised Identities

Several features are interrelated with identities (e.g. authentication, BPM tasks, documents, etc.). Thus, if an employee leaves the company, it is possible to cancel or anonymise the identityand all related information of the latter. For example, the employee's credentials and print jobs will be deleted, but if the employee created a document and/or a folder that other employees use, it is not possible to delete the document and/or the folder; in that case the identity related to the employee will be anonymized (e.g. 'the document has been created by deleted-user').

Secure Printing

Thanks to the Pull-printing feature, users can send a print job and print it on any printer connected to our Server, only after the authentication has been performed.
By using this feature, there is no possibility to see confidential documents left on the printer tray or involuntarily collect print jobs of other users.
Moreover, the Server has a printing queue system that allows to print documents in the right order without the risk of mixing pages.

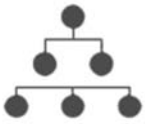
Secure Network

Genius Bytes also provides some security methodsthat apply to the network environment such as SSL certifications,in order to grant a secure communication between Server and devices, and a specific firewall configuration.

ACL

An access control list (ACL) is a list of permissions attached to a document that specifies who may read, modify and delete it.
This is another solution to protect confidential documents.

Multitenant environment



We are thinking big. In a multitenant environment, our Server doesn't allow anyone to see other tenants' data; each tenant is isolated and invisible to other tenants.

Genius Bytes does all these things and much more; to find out more about our solution, get in touch with us at info@geniusbytes.com or check our website www.geniusbytes.com

Some tips to be GDPR-ready

If you are just getting started with **GDPR** compliance in your organization, here's a quick to-do list to keep in mind:

- Create a data privacy team to oversee GDPR activities and raise awareness;
- Review current security and privacy processes in place & where applicable, revise your contracts with third parties & customers to meet GDPR requirements;
- Identify the Personally Identifiable Information (PII)/Personal data that is being collected;
- Analyse how this information is being processed, stored, retained and deleted;
- Assess third parties with whom you disclose data;
- Establish procedures to respond to data subjects when they exercise their rights;
- Establish & conduct Privacy Impact Assessment (PIA);
- Create processes for data breach notification activities;
- Constant employee awareness is vital to ensure continuous GDPR compliance.

For further details about the personal data management or about the GDRP and the procedures to carry out, contact us at dataprivacy-it@geniusbytes.com