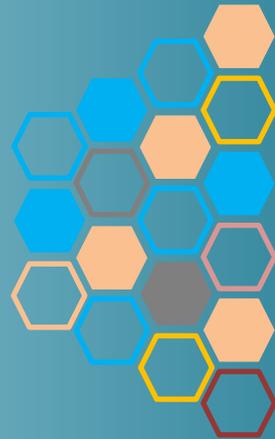
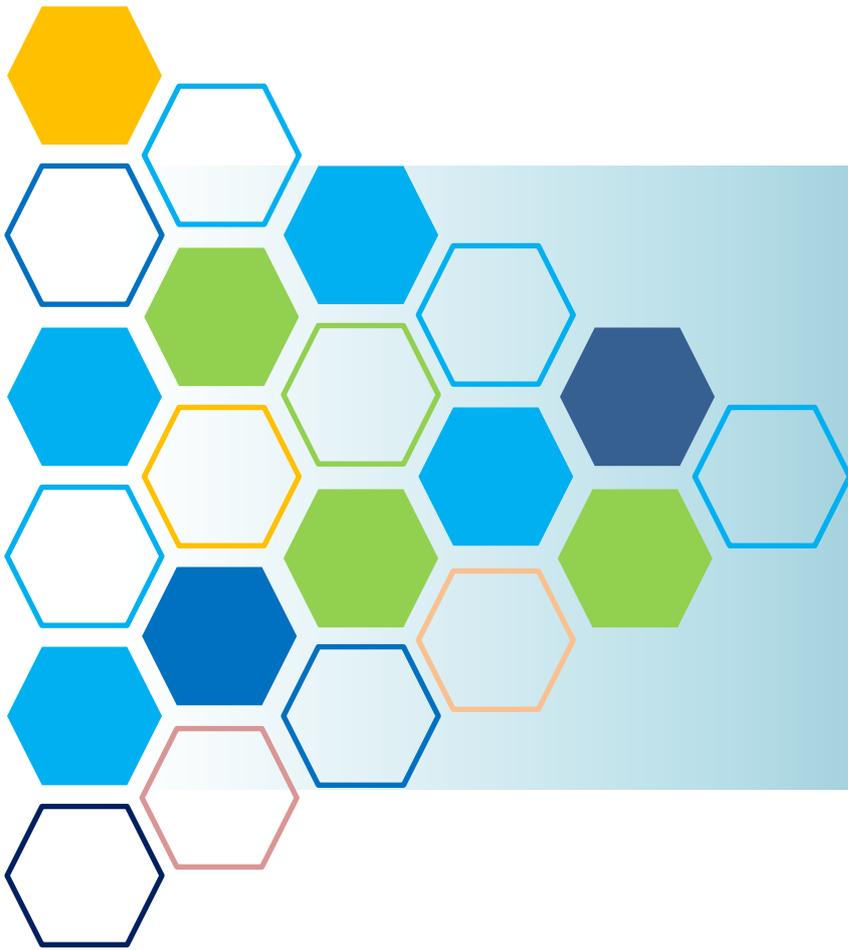


# SymphonyAI Summit GDPR Document



**Published On: 27<sup>th</sup> December 2019**

*SymphonyAI Summit Documentation Team*

## Confidential Information

---

This document contains confidential and proprietary data and unauthorized use and disclosure of such information may result in damage or considerable loss to SymphonyAI Summit. The term “Confidential Information” denotes any and all technical and business information disclosed in any manner or form including, but not limited to, business strategies, methodologies, trade secrets, pricing, software programs, and relationships with third parties, client lists and related information, information pertaining to vendors, employees and affiliates. The Confidential Information shall be held in confidence and shall not be used other than for the purposes intended, and as specifically stated in the proposal. Further, the Confidential Information may only be released to employees and persons on a need to know basis, who shall be obliged to maintain the information confidential and the Confidential Information shall not be released or disclosed to any other third party without the prior written consent of SymphonyAI Summit.

© 2019 SSymphonyAI Summit. All Rights Reserved.

---

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

# Contents

**What is GDPR?..... 3**

**GDPR Migration Tool ..... 3**

**Launching SymphonyAI Summit..... 4**

**Enabling GDPR..... 6**

**Disabling GDPR..... 7**

**Data Encrypted View in SQL Query Server After Migration ..... 8**

**GDPR End User Flow..... 8**

**Mobile Application ..... 13**

**GDPR Status Report..... 13**

**Data Masking ..... 14**

---

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

# What is GDPR?

---

The **General Data Protection Regulation** (GDPR) is a regulation in EU law on data protection and privacy for all individuals within the European Union (EU) and the European Economic Area (EEA) to give users more control over their personal data.

## SymphonyAI Summit Application is GDPR-Compliant

The SymphonyAI Summit application complies to GDPR rules. Under GDPR regulations, the users need to provide their consent to allow other users to view their personal data. After the user acceptance, the personal data will be stored in the SymphonyAI Summit application in an encrypted form. The following fields are considered as personal data, encrypted, and stored: **Joining Date, E-mail ID, Login ID, Country, Address, Contact Number, Mobile Number, State, City, Pin, Role** and **NT Login ID**. If any of these fields are blank, data for the blank fields will not be encrypted and stored.

### Note:



- GDPR is not enabled on the SymphonyAI Summit Application by default. The organizations need to contact the SymphonyAI Summit Support team to enable GDPR on their instance of Application.
- DB user which is configured with SymphonyAI Summit application will be having access to decrypt the data.

# GDPR Migration Tool

---

Using the SymphonyAI Summit – GDPR Migration Tool [v1.0.0.0], the Administrators can encrypt the customer-sensitive data.

By using the GDPR Migration Tool, the Administrators can perform the following:

- Enable GDPR
- Disable GDPR

---

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

# Launching SymphonyAI Summit Tool

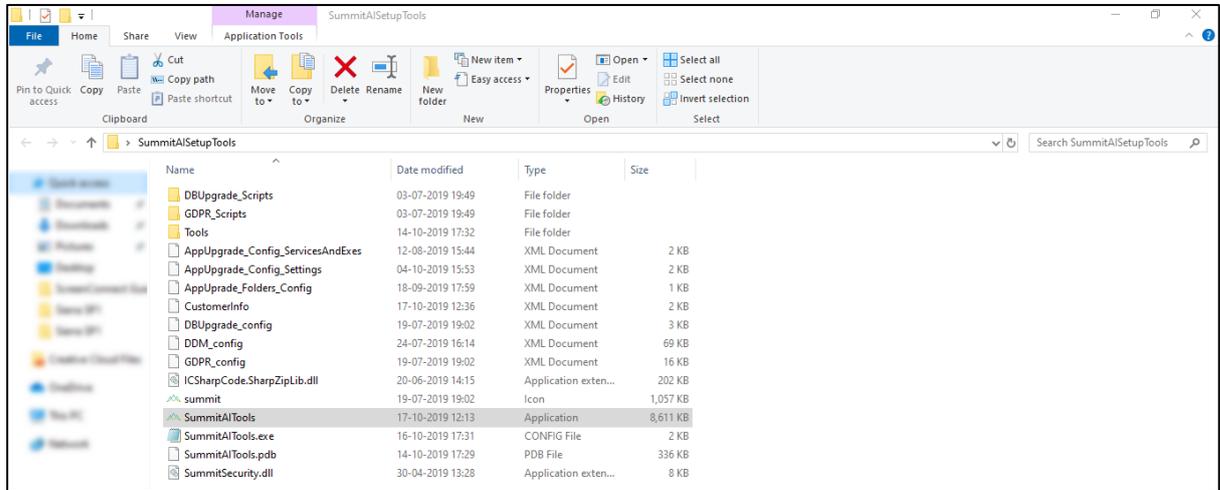


Figure: SymphonyAI Summit Tools setup

1. Run the setup for **SymphonyAI Summit Tools**. The **SymphonyAI Summit – DB Upgrade, GDPR Migration, Application Upgrade, and Configuration Editor** options are displayed.

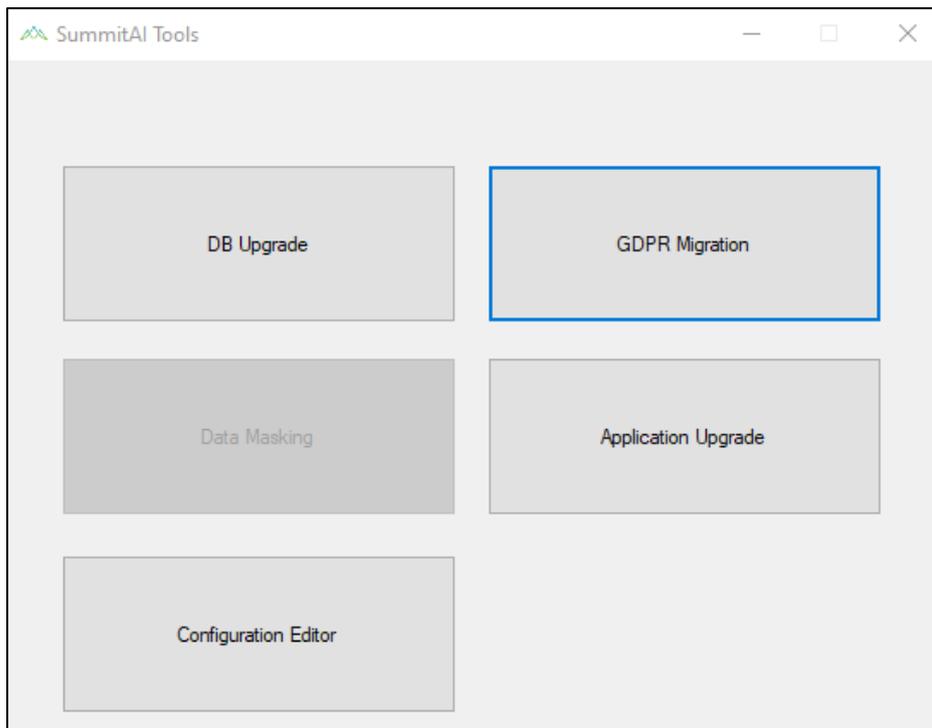


Figure: SymphonyAI Summit Tools

2. Click **GDPR Migration** in the **SymphonyAI Summit Tools**. The **SymphonyAI Summit – GDPR Migration Tool** window is displayed.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

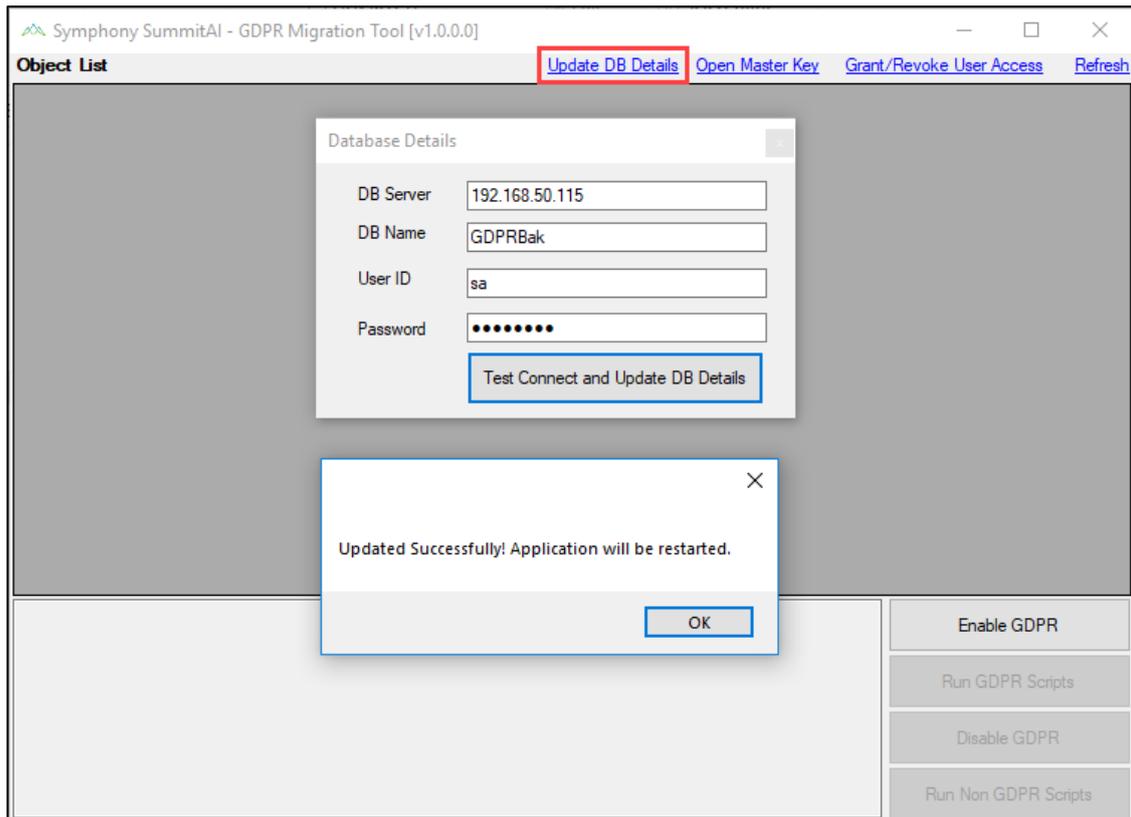


Figure: Database Details

3. Click **Update DB Details**. The **Database Details** pop-up window is displayed.
4. Provide **DB Server**, **DB Name**, **User ID**, and **Password**.
5. Click **Test Connect and Update DB Details**. A pop-up window is displayed with the following message, *“Updated Successfully! Application Will be restarted”*. Click **OK** to restart the application.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

# Enabling GDPR

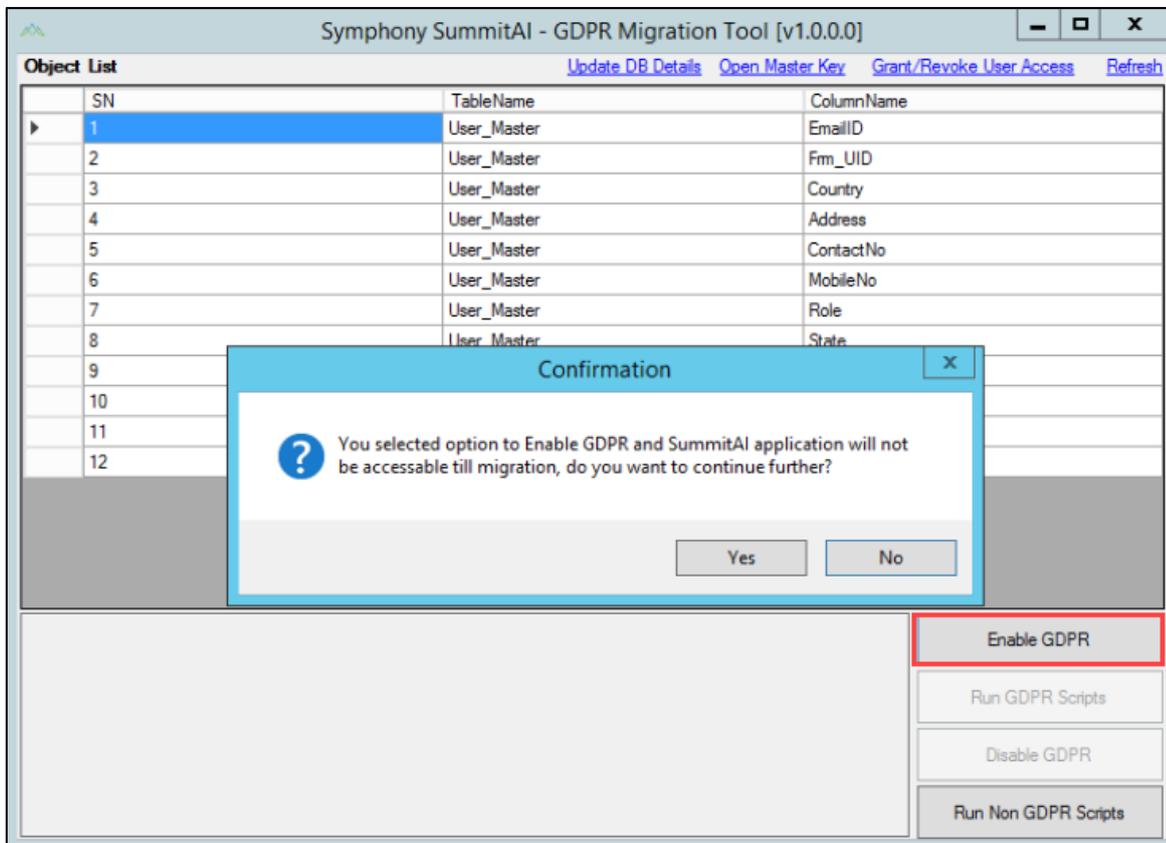


Figure: Enable GDPR

On the Symphony SymphonyAI Summit – GDPR Migration Tool, click **Enable GDPR**. A pop-up window with the following message is displayed, “*You selected option to Enable GDPR and SymphonyAI Summit application will not be accessible till migration, do you want to continue further?*”. Click **OK** to restart application. The *Migration is in Progress* is displayed.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

# Disabling GDPR

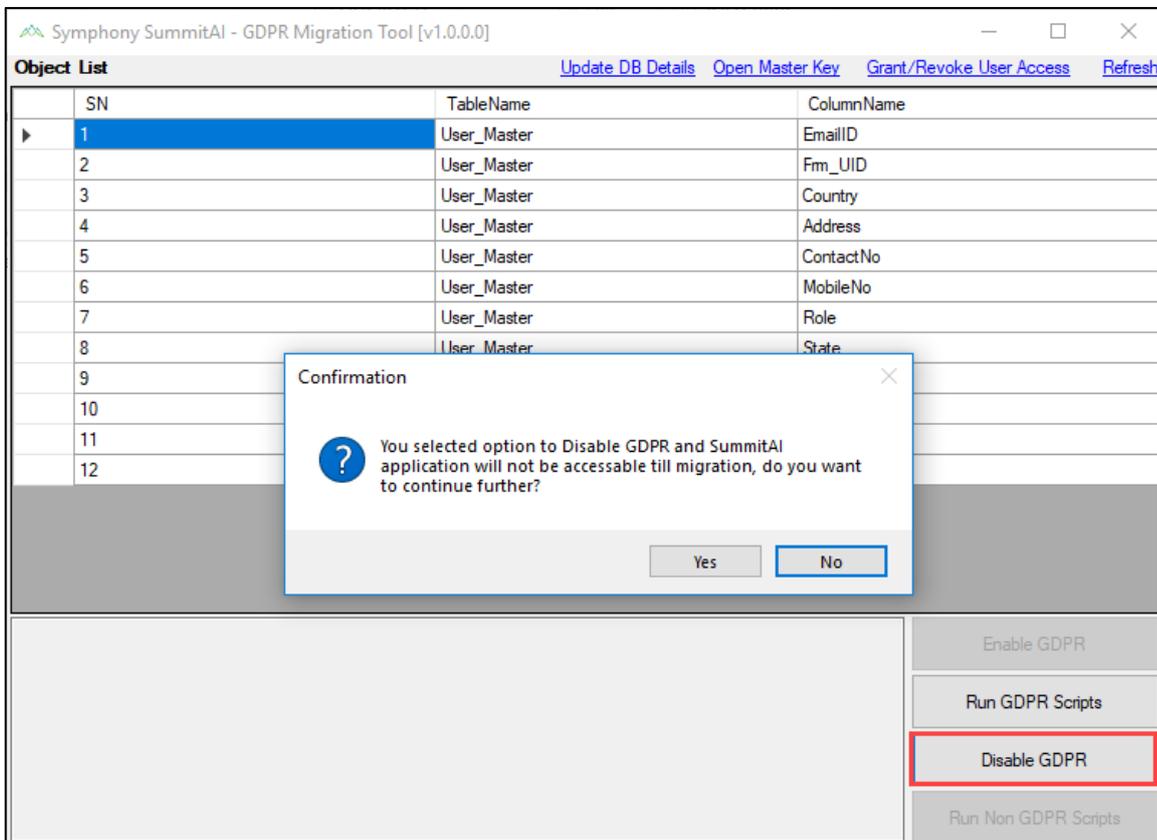


Figure: Disable GDPR

On the **SymphonyAI Summit- GDPR Migration Tool**, click **Disable GDPR**. A pop-up window the following message is displayed, *“You selected option to Disable GDPR and SymphonyAI Summit application will not be accessible till migration, do you want to continue further?”*. Click **Yes**.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019



After user Sign-in in web application, if GDPR is enabled, you are redirected to the **GDPR CONSENT FORM**. Accepting this consent by clicking the **ACCEPT** button is considered that you are agreeing to display your personal data to the Analysts and Administrators of the SymphonyAI Summit application.

**GDPR CONSENT FORM**

The **General Data Protection Regulation** (GDPR) is a regulation in EU law on data protection and privacy for all individuals within the European Union (EU) and the European Economic Area (EEA) to give users more control over their personal data.

The SummitAI application complies to GDPR rules. Under GDPR regulations, you need to provide your consent to allow other users to view your personal data. After your acceptance, the personal data will be stored in the SummitAI application in an encrypted form. The following fields are considered as personal data, encrypted, and stored: **Joining Date, E-mail ID, Login ID, Country, Address, Contact Number, Mobile Number, State, City, Pin, and Role**. If any of these fields are blank, data for the blank fields will not be encrypted and stored.

**Who Can See Your Personal Data?**

If you accept to display your personal data, the personal data will be displayed to the **Analysts** and **Administrators** of the SummitAI application. Users who have access to view reports may also be able to view your personal data.

**Why Do We Store Your Personal Data?**

The Analysts/Administrators will use your personal data to contact you related to the various requests that are raised for you in the SummitAI application.

**What Happens If You Click ACCEPT?**

If you click **ACCEPT** on this form, you agree to display your personal data to the above-mentioned users. You will be re-directed to the SummitAI home page and you can continue to use the Application.

**What Happens If You Click DECLINE?**

If you click **DECLINE** on this form, your personal data will be wiped out from all our records. You will not be able to use the SummitAI application anymore. The next time you try to use the Application, you will receive the **GDPR Consent Form** pop-up again. Click **ACCEPT** to allow displaying of your personal data and continue to use the Application.

I have read the above information and accept.

ACCEPT
DECLINE

Figure: GDPR CONSENT FORM

The following pop-up window with a confirmation message is displayed, when you click **ACCEPT** button.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

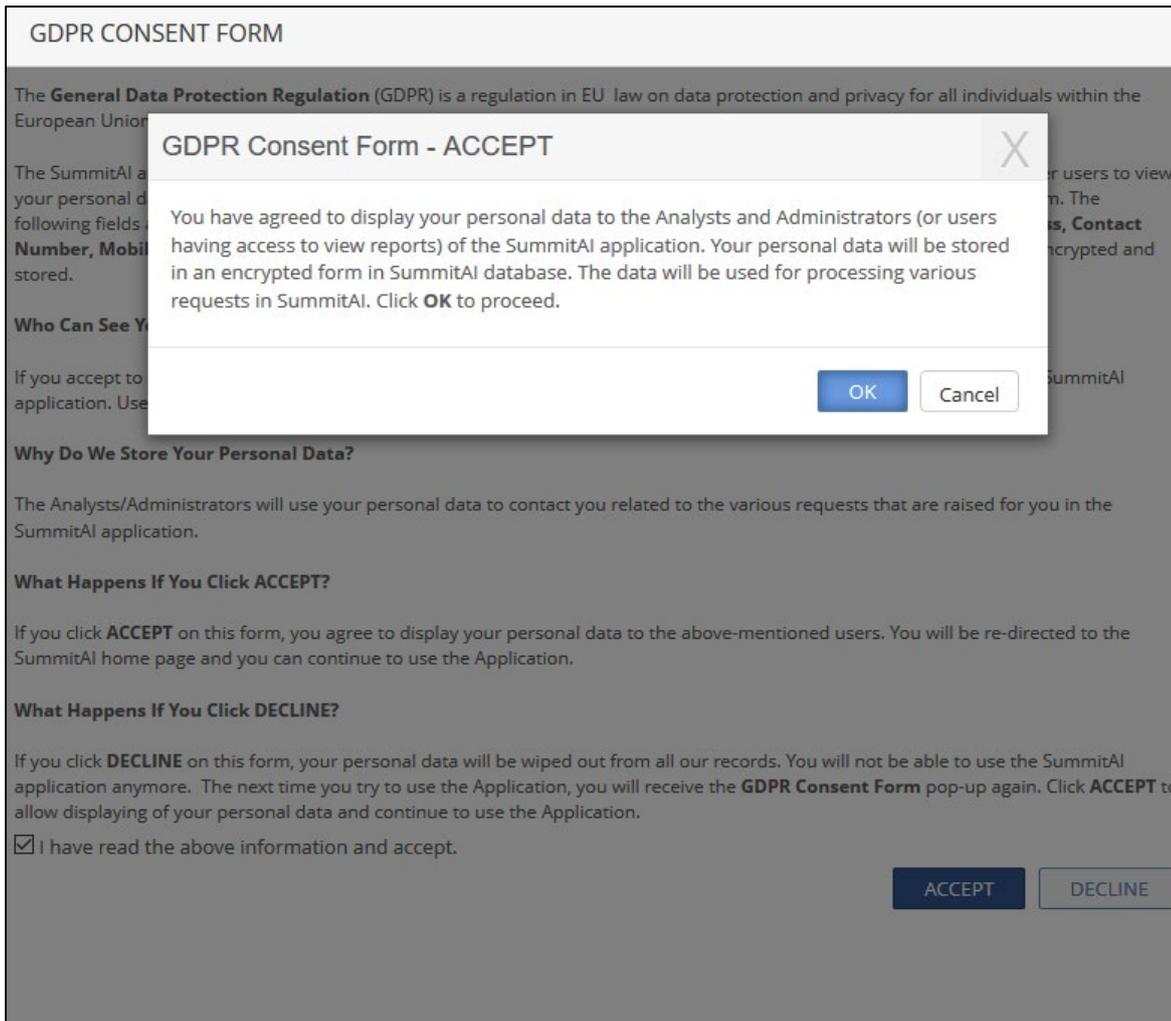
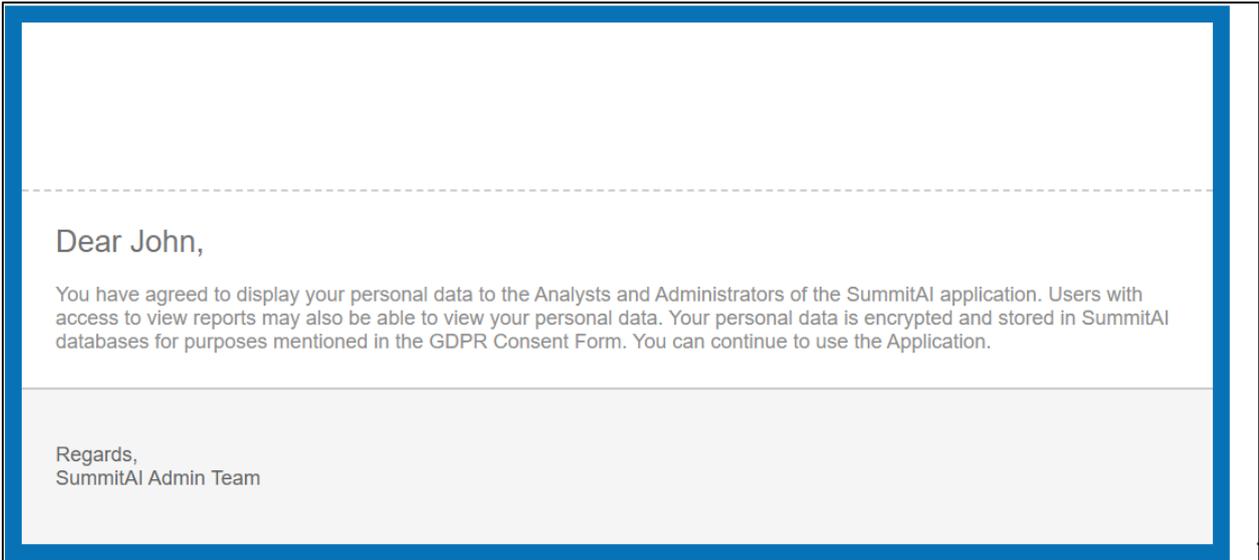


Figure: GDPR CONSENT FORM - ACCEPT pop-up window

If you click **OK** on the **GDPR Consent Form - ACCEPT** pop-up window, you are redirected to the home page of the SymphonyAI Summit application. Below mail will be sent to user.

If you click **Cancel**, the control remains in the **GDPR CONSENT FORM** screen.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019



1. If you click **DECLINE** on the **GDPR CONSENT FORM**, your personal data will be wiped out from the SymphonyAI Summit database records. The following pop-up window with a confirmation message is displayed, when you click **DECLINE**.

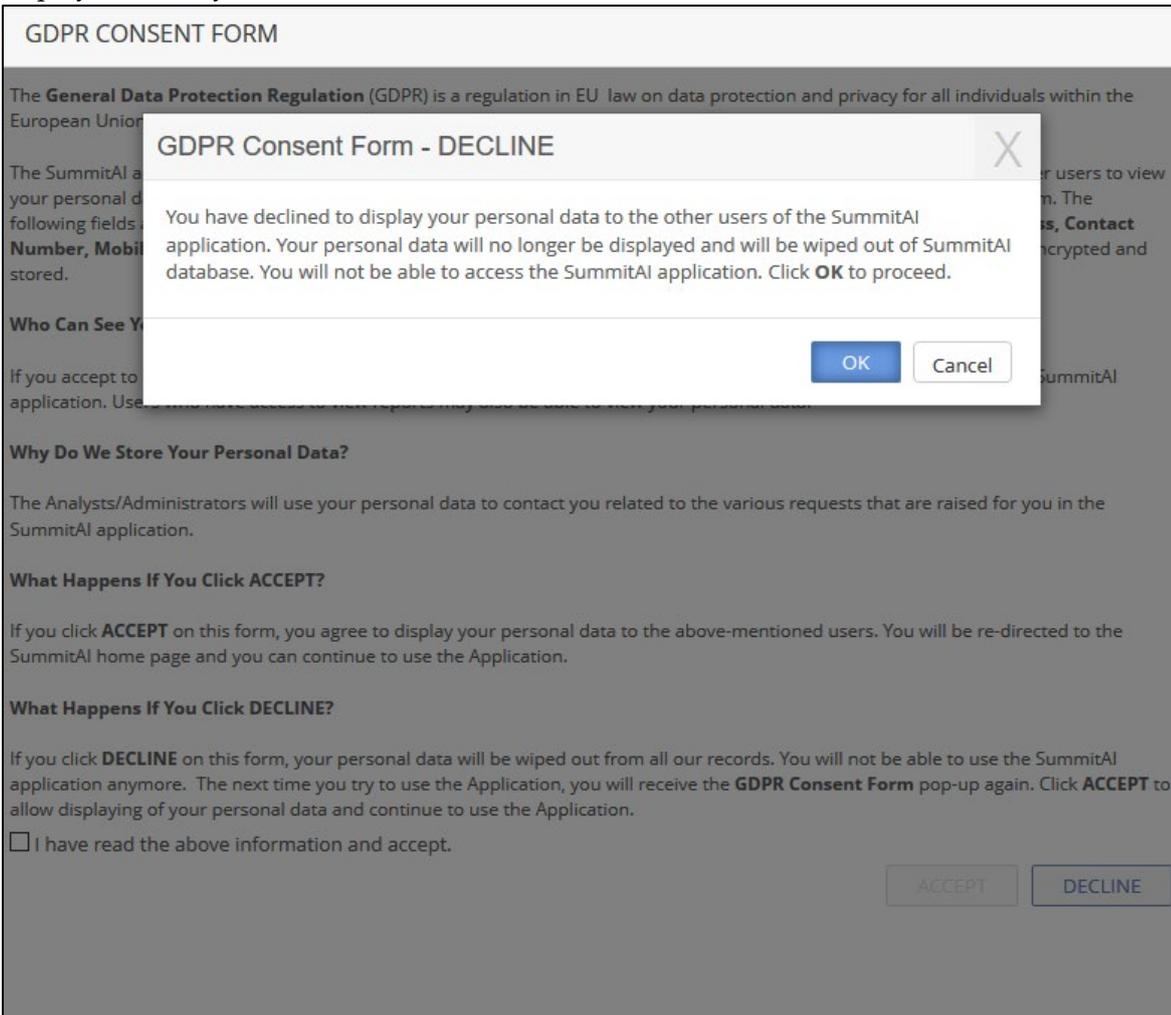
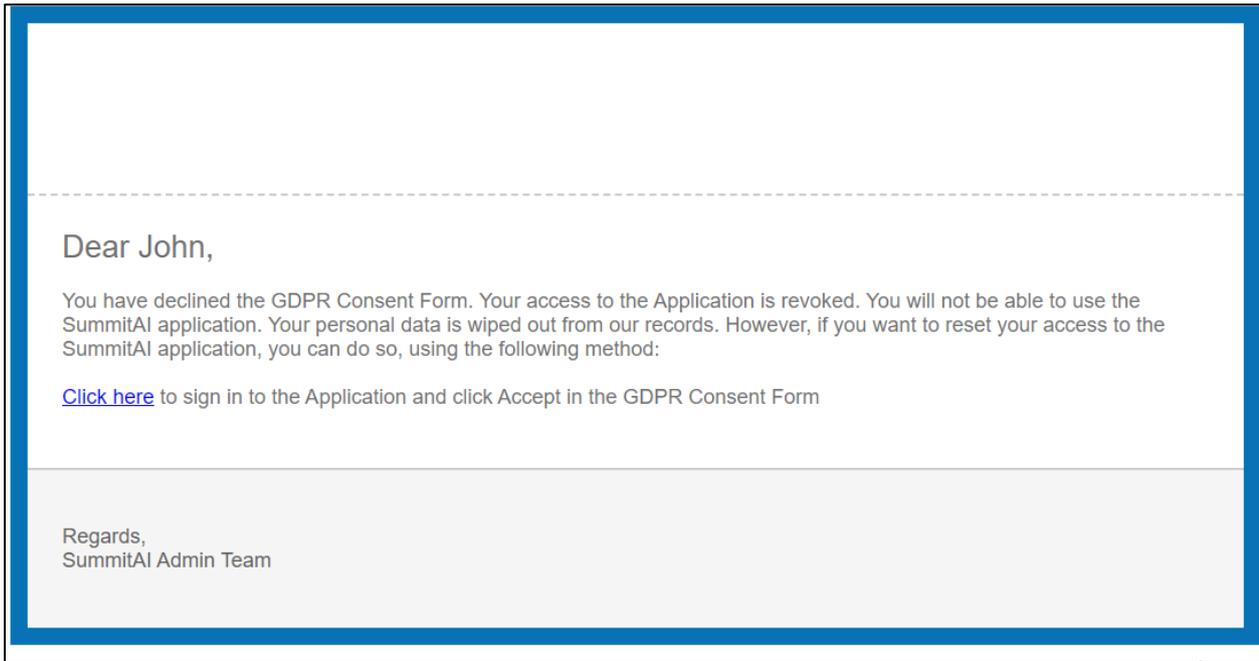


Figure: GDPR Consent Form - DECLINE pop-up window

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

If you click **OK**, on the **GDPR Consent Form - DECLINE** pop-window, you will not be able to use the SymphonyAI Summit application anymore. The next time you try to use the Application, you will receive the **Consent Form** pop-up again. Click **ACCEPT** to allow displaying of your personal data and continue to use the Application. Below mail will be sent to user and administrator.



2. If the user tries to log in to the SymphonyAI Summit application after declining the **GDPR CONSENT FORM**, the pop-up window given below is displayed.

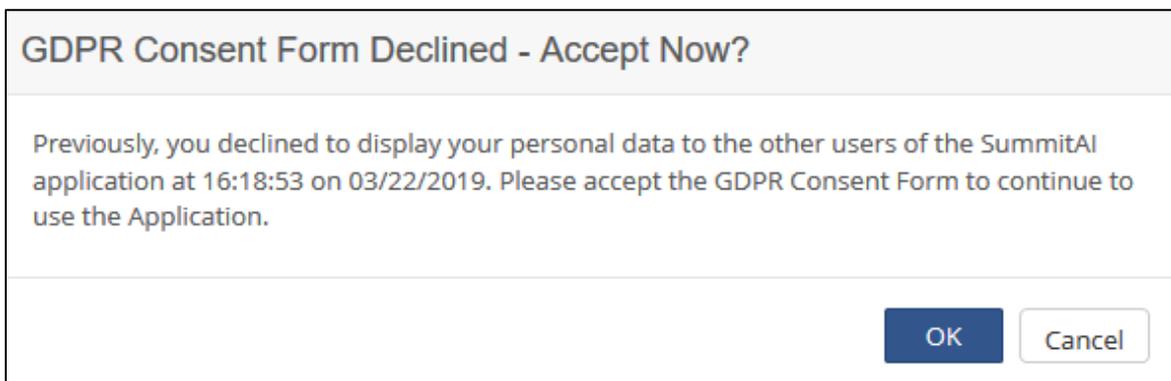
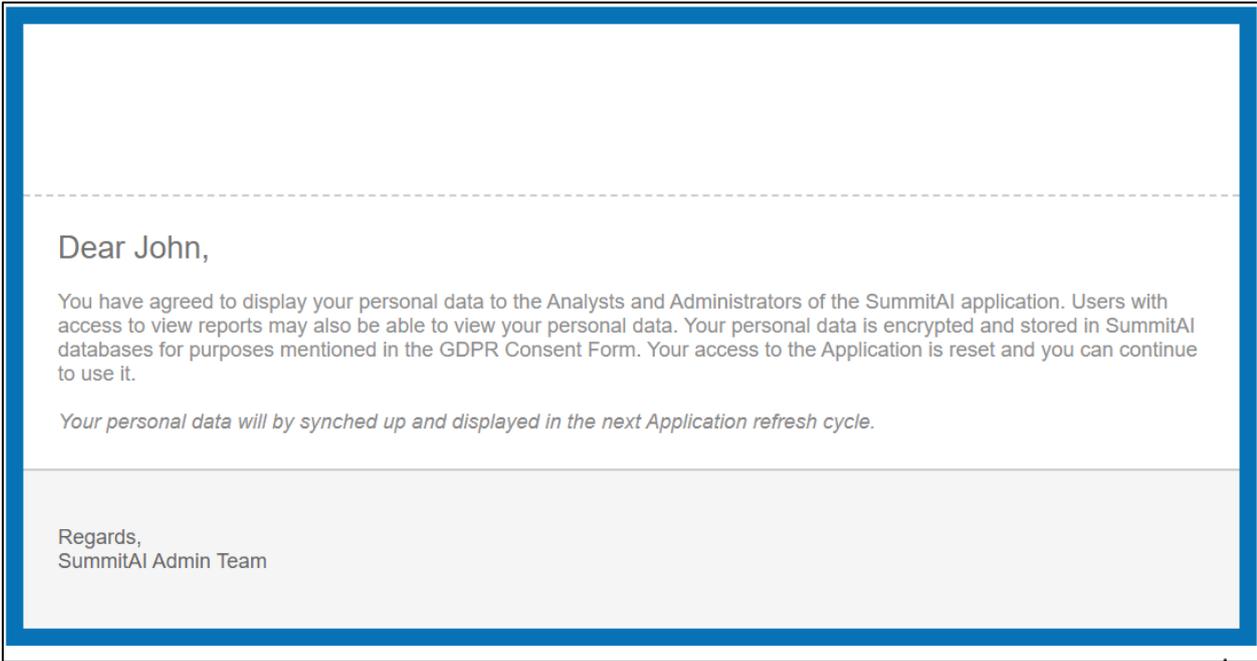


Figure: GDPR Consent Form Declined - Accept Now?

If you click **OK** on the **GDPR Consent Form Declined - Accept Now?** pop-up window, you will be redirected to the **GDPR CONSENT FORM**. If you click **Cancel**, you will be logged out of the SymphonyAI application. The below mail will be sent to user.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019



# Mobile Application

If the user logs in from Mobile Application, and the user hasn't accepted the GDPR Policy in Web, then the below message should reflect in the mobile app:

Please click **Accept** in the GDPR Consent Form in the SymphonyAI Summit web application to continue to use the SymphonyAI Summit Mobile app.

# GDPR Status Report

A new **GDPR STATUS REPORT** page (**Reports** > Click **Select Module** drop-down list > Select module as **Admin** > Select **GDPR Status Report** from the **REPORTS** drop-down list) is added. The GDPR Status Report gives detailed information about which users have Accepted GDPR, which users have declined GDPR, which users have accepted GDPR after declining it, and which users have taken no action. On the **FILTERS** pop-up of the **GDPR STATUS REPORT** page, the following new fields are added:

- GDPR Status
- Domain
- Location
- User Name

Users can select the status type, for which they want to view the **GDPR Status Report**, from the **GDPR Status** drop-down list. The users can also select the **Domain** and **Location** for which they want to the

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019

view the GDPR Status Report. The users can view the GDPR Status Report for a user by searching the user's User Name/E-mail ID in the **User Name** field.

User ID	User Name	Email ID	Status	Last Updated On
1	Ranjini	[REDACTED]	No Action Taken	
2	Manasa	[REDACTED]	No Action Taken	
3	Raghu	[REDACTED]	No Action Taken	
4	Megha	[REDACTED]	No Action Taken	
5	Neha	[REDACTED]	No Action Taken	
6	hyma	[REDACTED]	No Action Taken	
7	Prabu	[REDACTED]	No Action Taken	
8	Neel	[REDACTED]	No Action Taken	
9	Gunasekar	[REDACTED]	No Action Taken	
10	Manish	[REDACTED]	No Action Taken	
11	shivani	[REDACTED]	No Action Taken	

Figure: GDPR STATUS REPORT

# Data Masking

SymphonyAI Summit is working on roadmap activity to enable masking on all the information stored in the database. After this change, no information in the database would be visible in the clear text format for any db administrators/cloud administrators.

SymphonyAI Summit GDPR Document	Version: 01	
- SymphonyAI Summit-GDPR-01	Classification: Confidential	Date: 12-27-2019