GDPR Sensitive Data Discovery

Quickly respond to Right To Be Forgotten & Subject Access Request

Who are TermSet

TermSet is a UK software company founded in 2013, our team has over 20 years' experience in developing ground breaking software products.

Our mission is to develop affordable software products for small, medium and enterprise organisations.

We embrace the latest innovative technologies including Artificial Intelligence based on Pattern Matching, Machine Learning and Natural Language Processing.

TERMSET

The Challenge

- GDPR will require all organisations that trade within Europe to focus on identifying and retrieving personal data of employees, customers such as names, addresses or financial data.
- The “Subject Access Request” response time will decrease from 40 days down to 30 days.
- The new “Right to be Forgotten/Removed” rule will allow employees, customers to request that you identify and retrieve all the digital information you hold on them and then remove it entirely from your systems.
- Your employees are busy being productive and collaborating, however typically 80% of their information is stored in unstructured documents.
- These documents are typically being stored in approved & non approved IT systems, such as File Shares, SharePoint, DropBox, Google Drive. SHADOW IT

- 49% of organisations had a document breach in the past 2 years*
- 73% of employees are accidentally exposing information stored within documents*
- 63% of organisation’s claim they are unable to locate sensitive data stored in documents*

TERMSET

**Information taken from the Ponemon Institute Research report May 2017.*

The Solution

ScanR is a low cost software product that helps organisations comply with GDPR, helping towards avoiding substantial fines and reputational damage.

Discovers Sensitive and Personal Identifiable Information within all types of structured and unstructured documents, produce intelligent reports and take actions.

Automates the process for responding to Right to be Forgotten and Subject Access Request's.

Why companies are investing in ***ScanR***

We use Artificial Intelligence based on Pattern Matching this ensures key word accuracy

Budget friendly we guarantee we can not be beaten on price

Simple to deploy no need for additional infrastructure

Up and running in one day

TERMSET

3 Steps to achieve GDPR sensitive data compliance

Discover

- Discover Sensitive & Personal Identifiable Information within all types of structured & unstructured documents, stored within your organisation.
- Understand all versions of Word, Excel, PowerPoint, PDF, Photocopies & images.

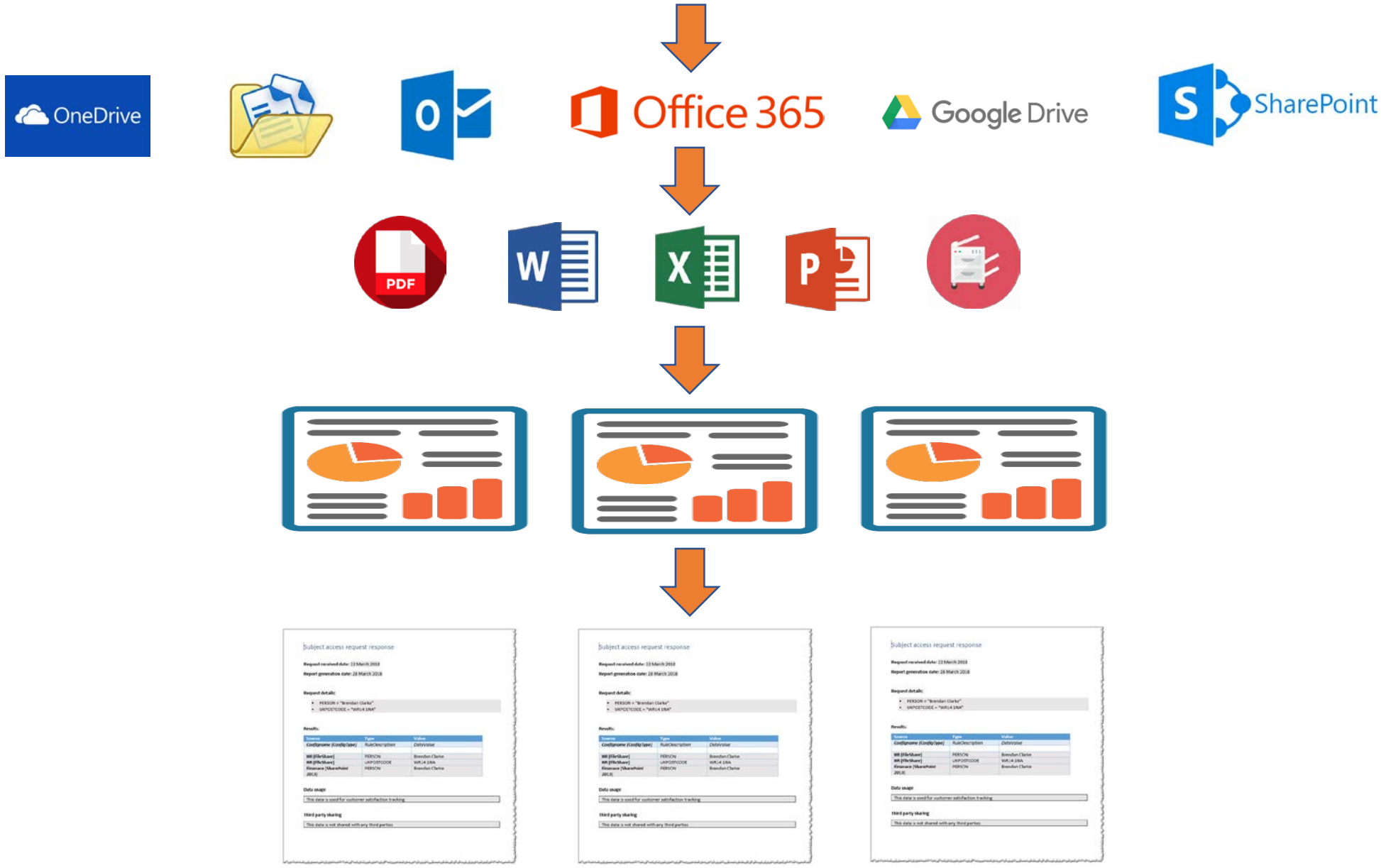
Report

- Includes Artificial Intelligence with Pattern Matching to ensure key word accuracy.
- Build interactive reports to make informed decisions.
- Score sensitive words or phrases based on the level of exposure.

Action

- A fully automated process for responding to Right to be Forgotten & Subject Access Request's.
- Produce a Word or PDF document that can be sent to the person making the inquiry.
- Full audit trail showing inquiry, confirmation & response dates.
- Remove or delete documents containing sensitive information.

ScanR

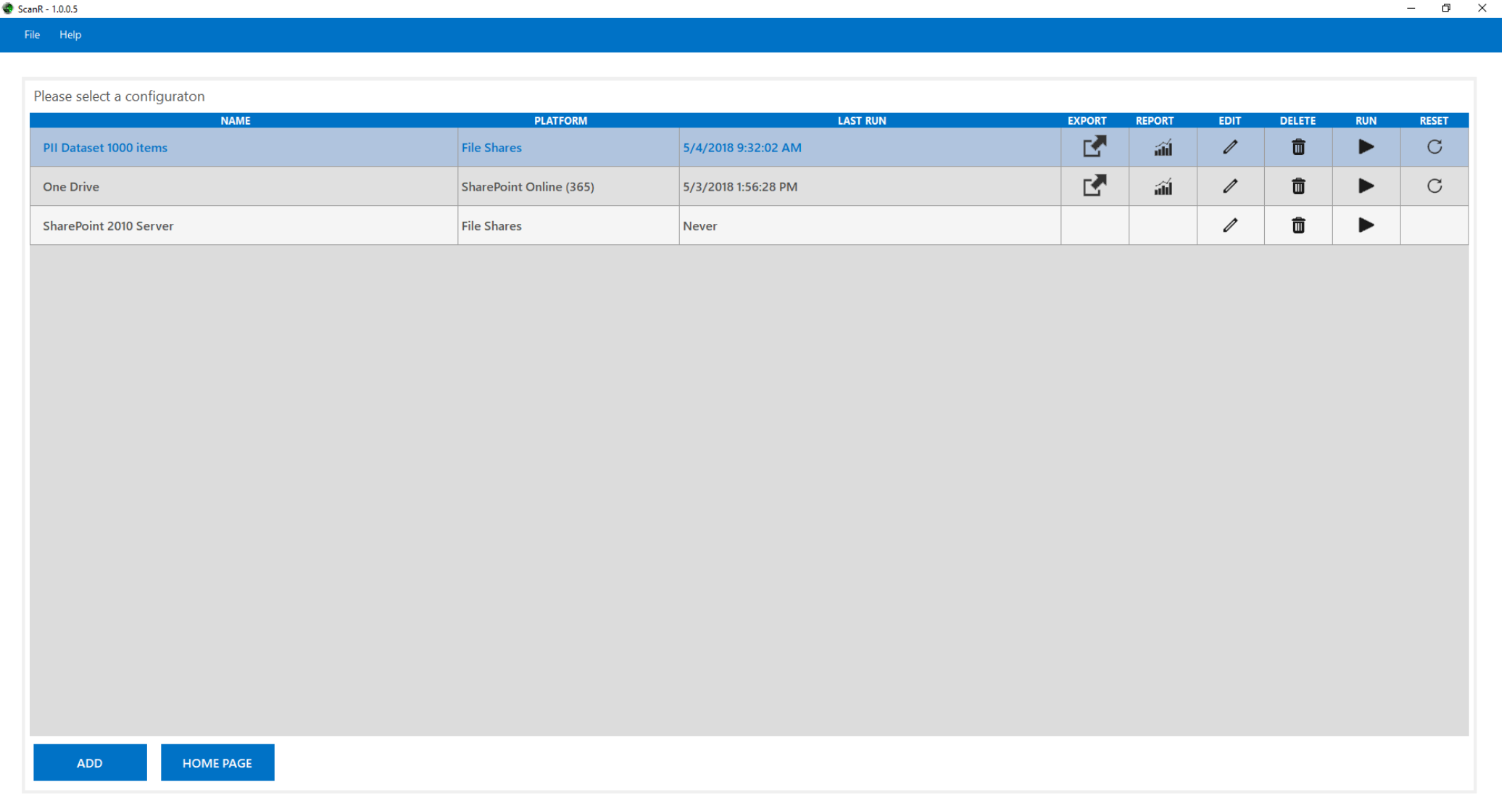

OneDrive
Office 365
Google Drive
SharePoint
PDF
W
X
P
Subject access request response

Product Demo

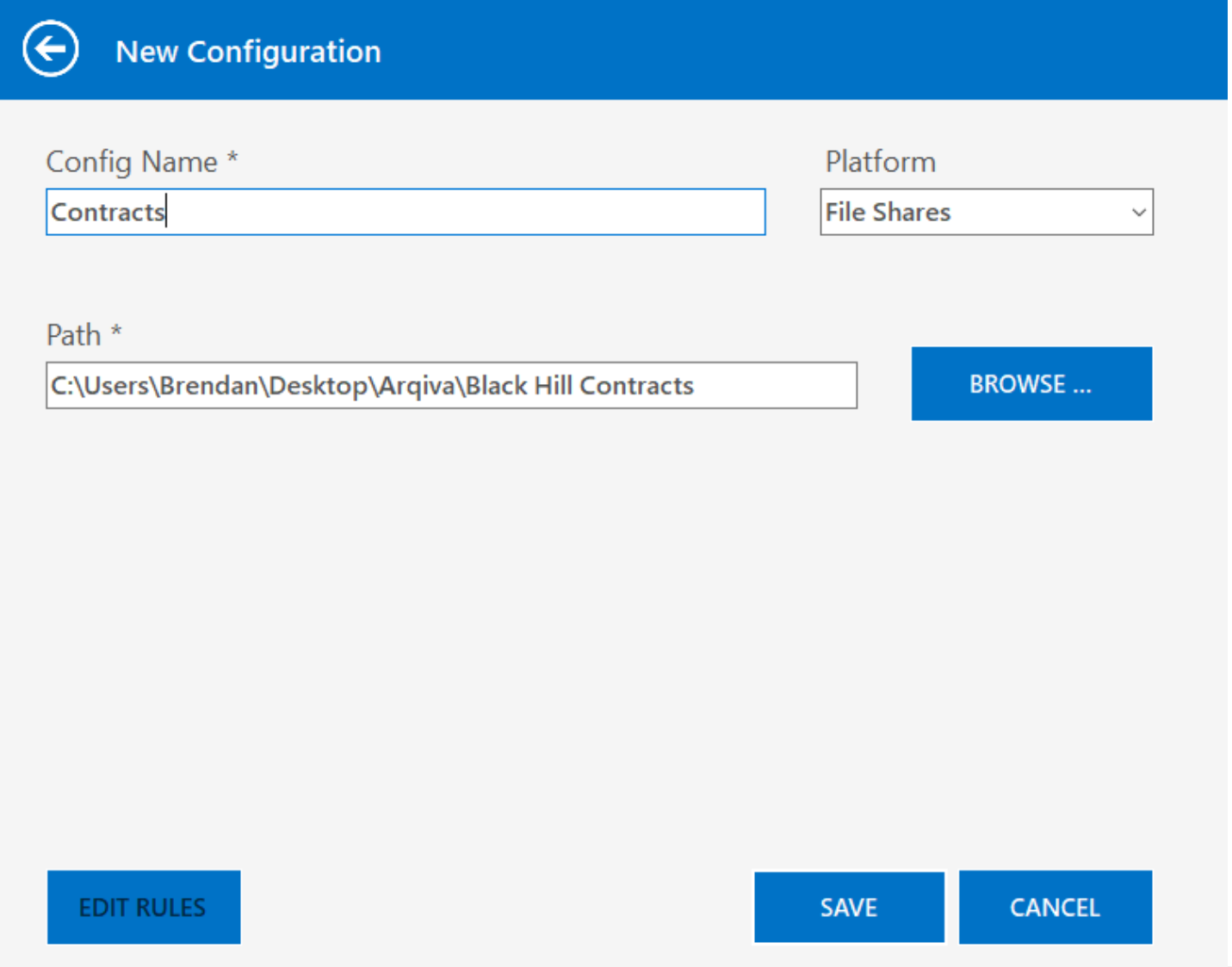
Quick overview

TERMSET

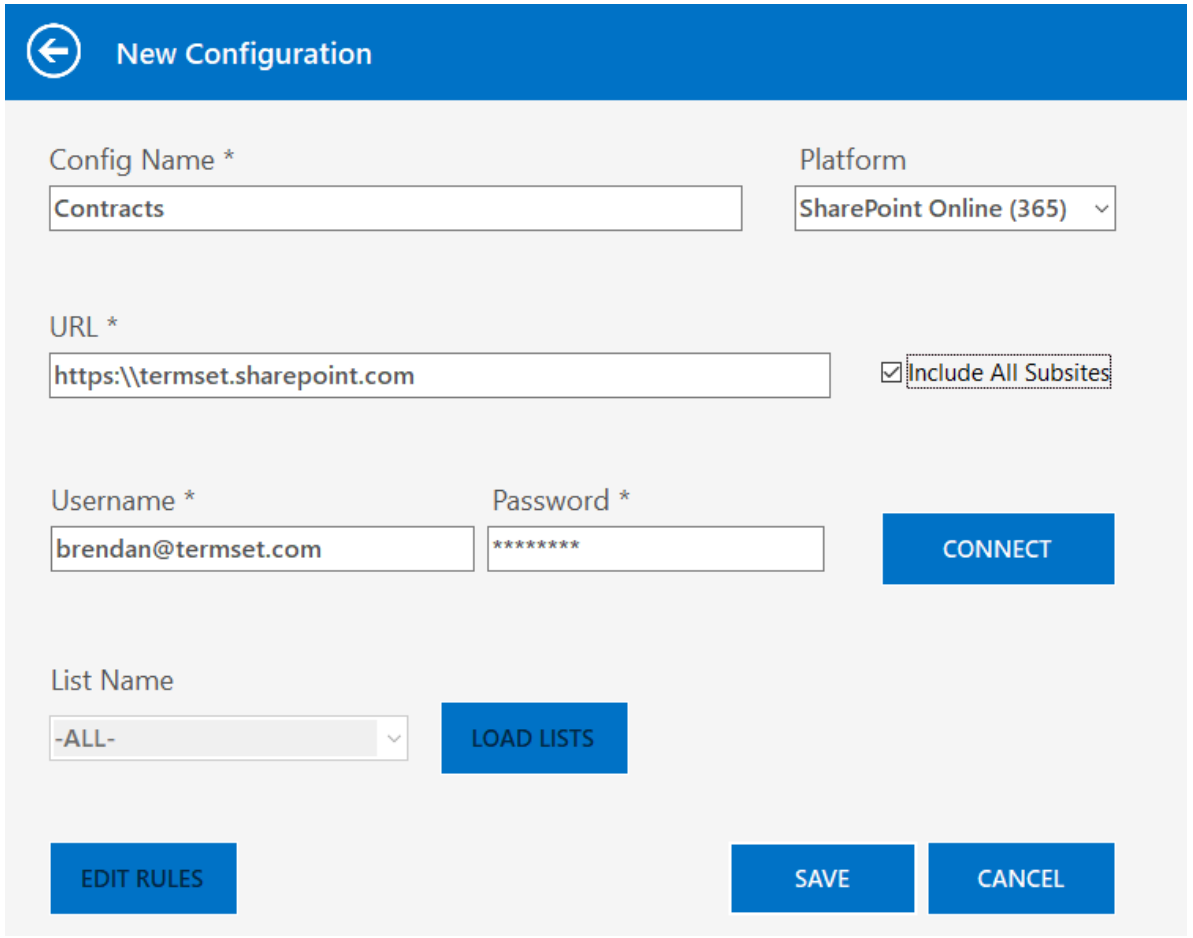
Discovery

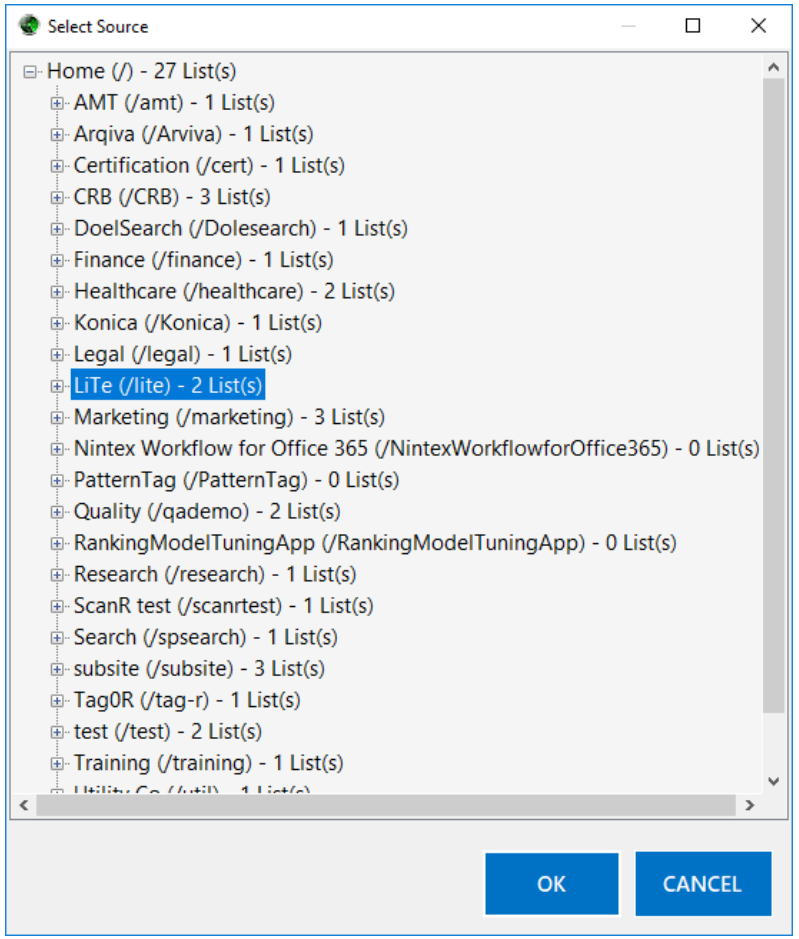


A scanning configuration says where to look and uses rules to define what to look for

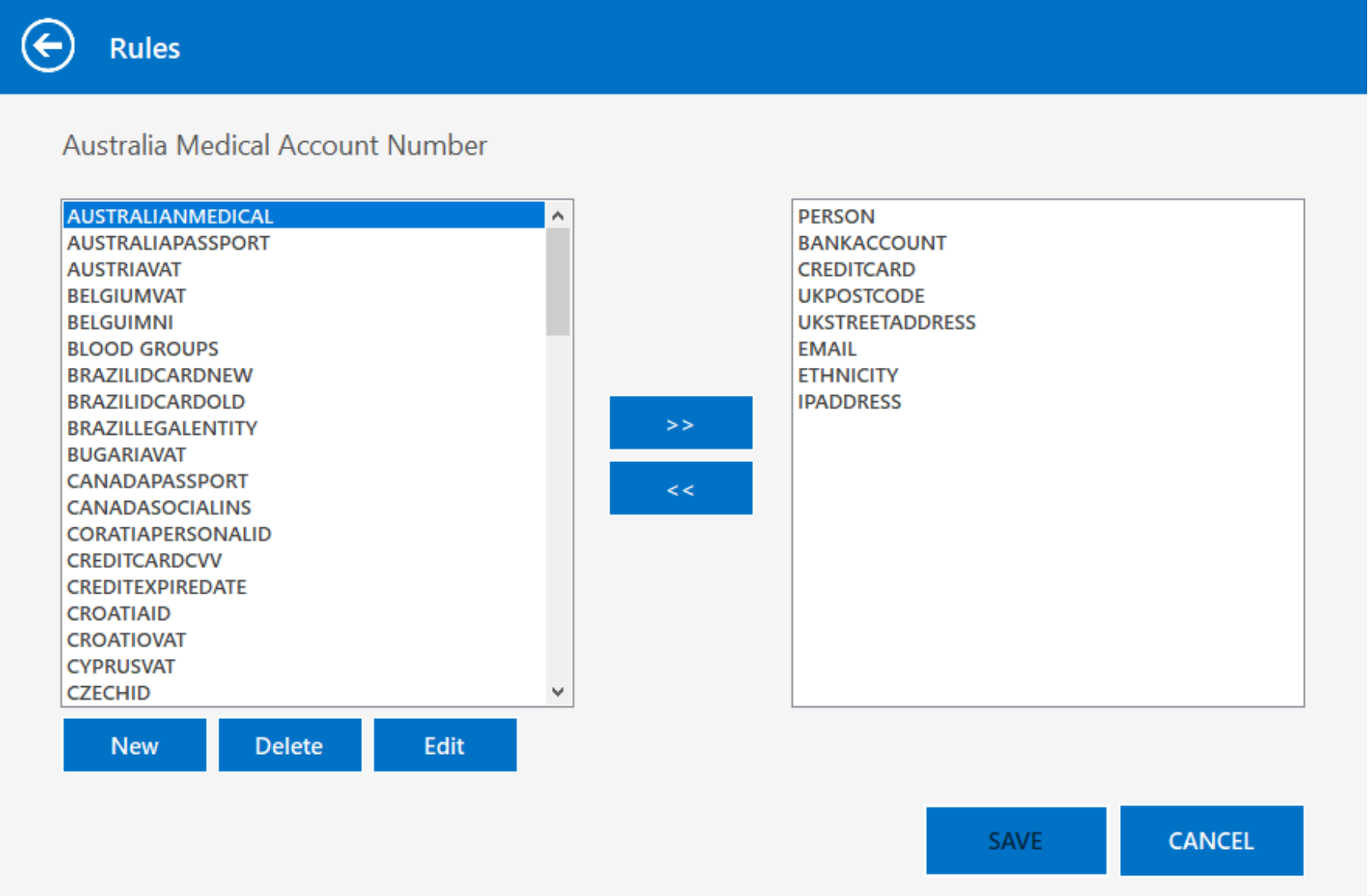


First we choose the platform and connect to the content (in this case a file share)

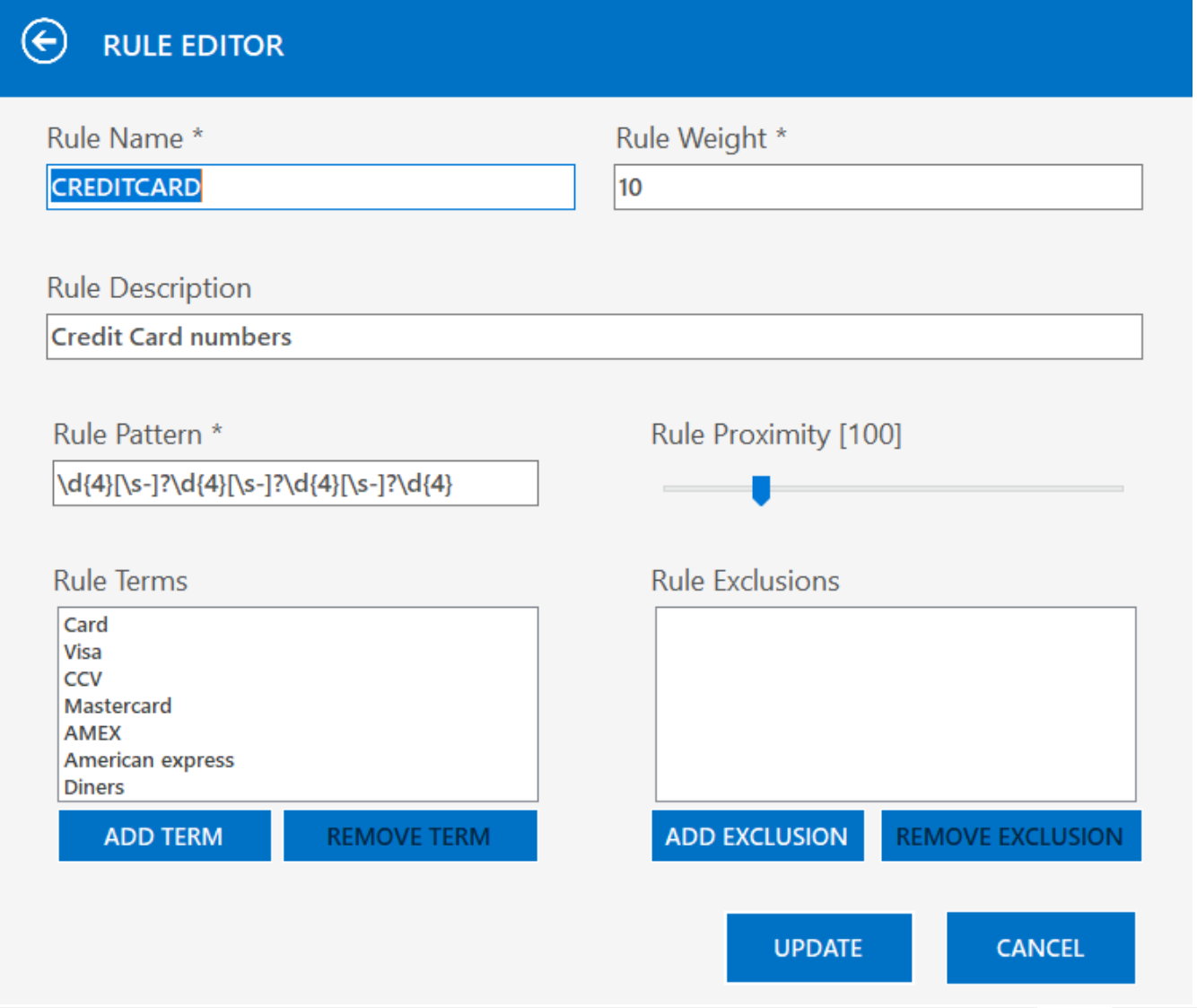




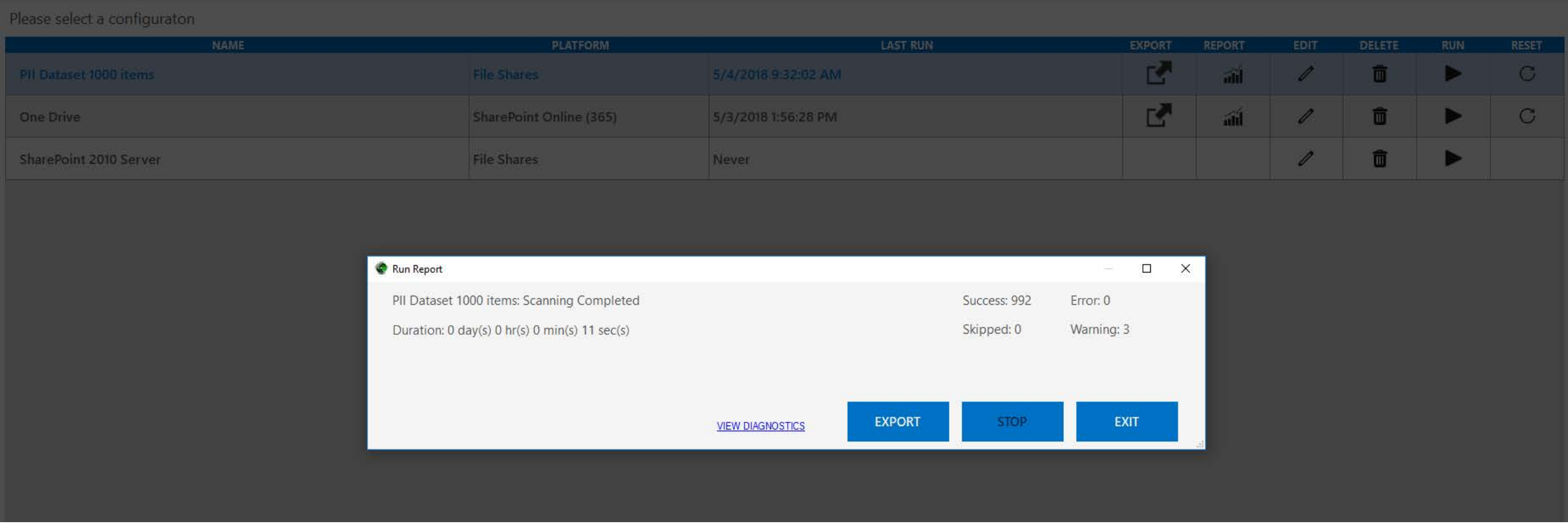
Or in SharePoint we can choose the areas we wish to scan



Finally we choose what types of data we would like to discover. There are over 100 pre-defined and you can add your own.

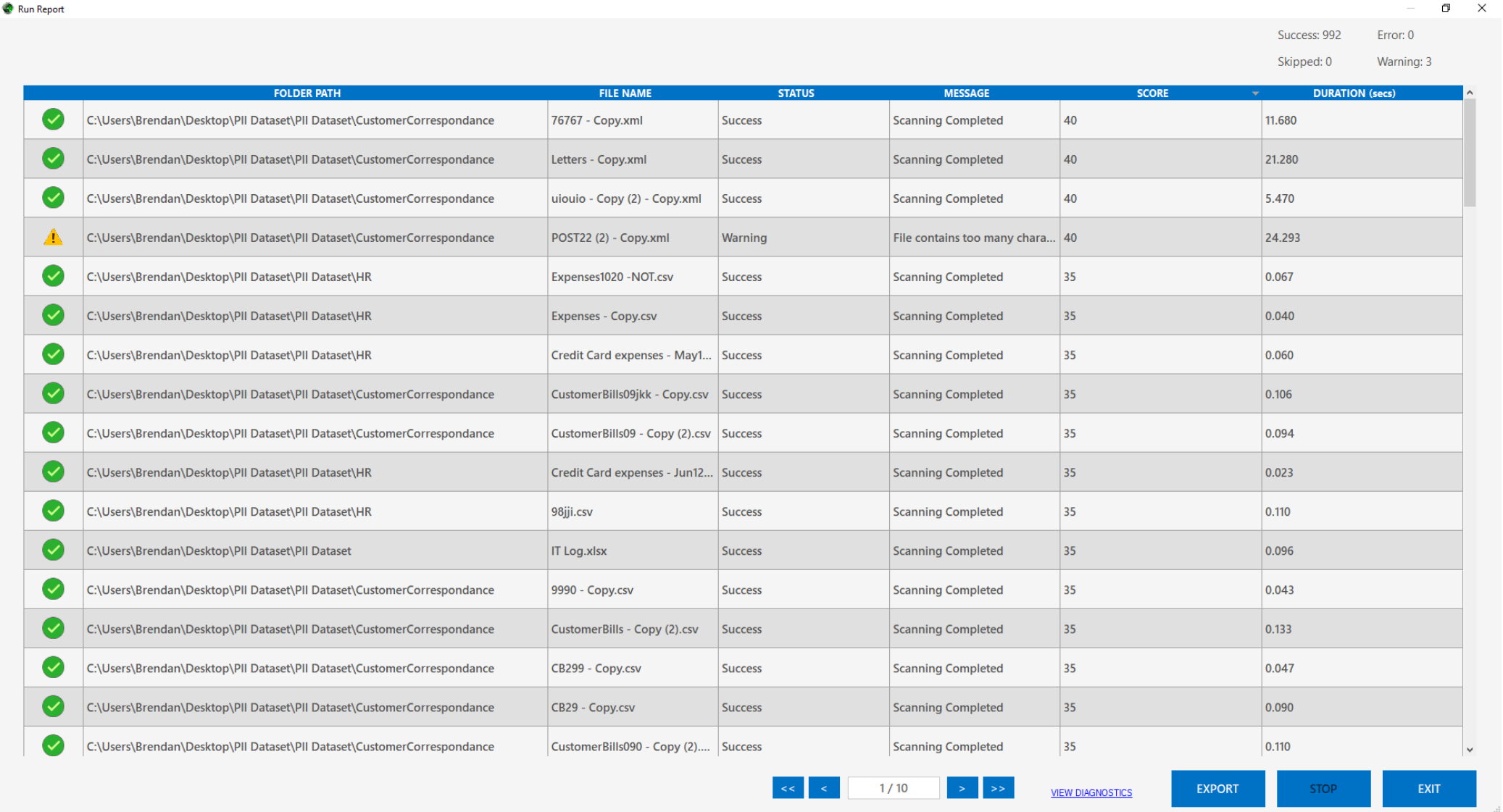


Rules use a range of techniques (including AI) to identify sensitive information and minimize false-positives

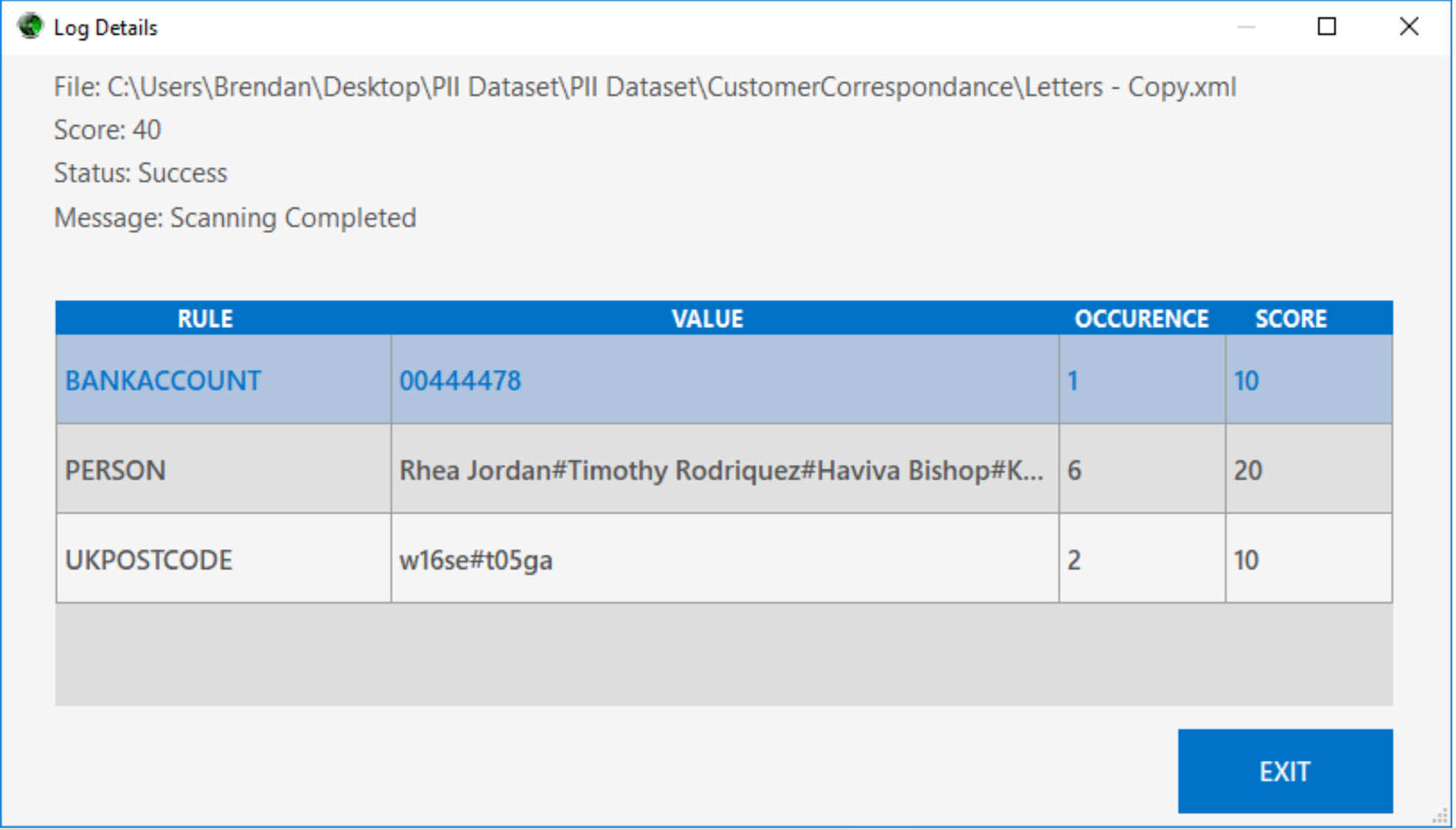


We can now run a scan. Text is extracted from the content and the rules are tested.

Reporting



The sensitive data is found and added to a database for analysis



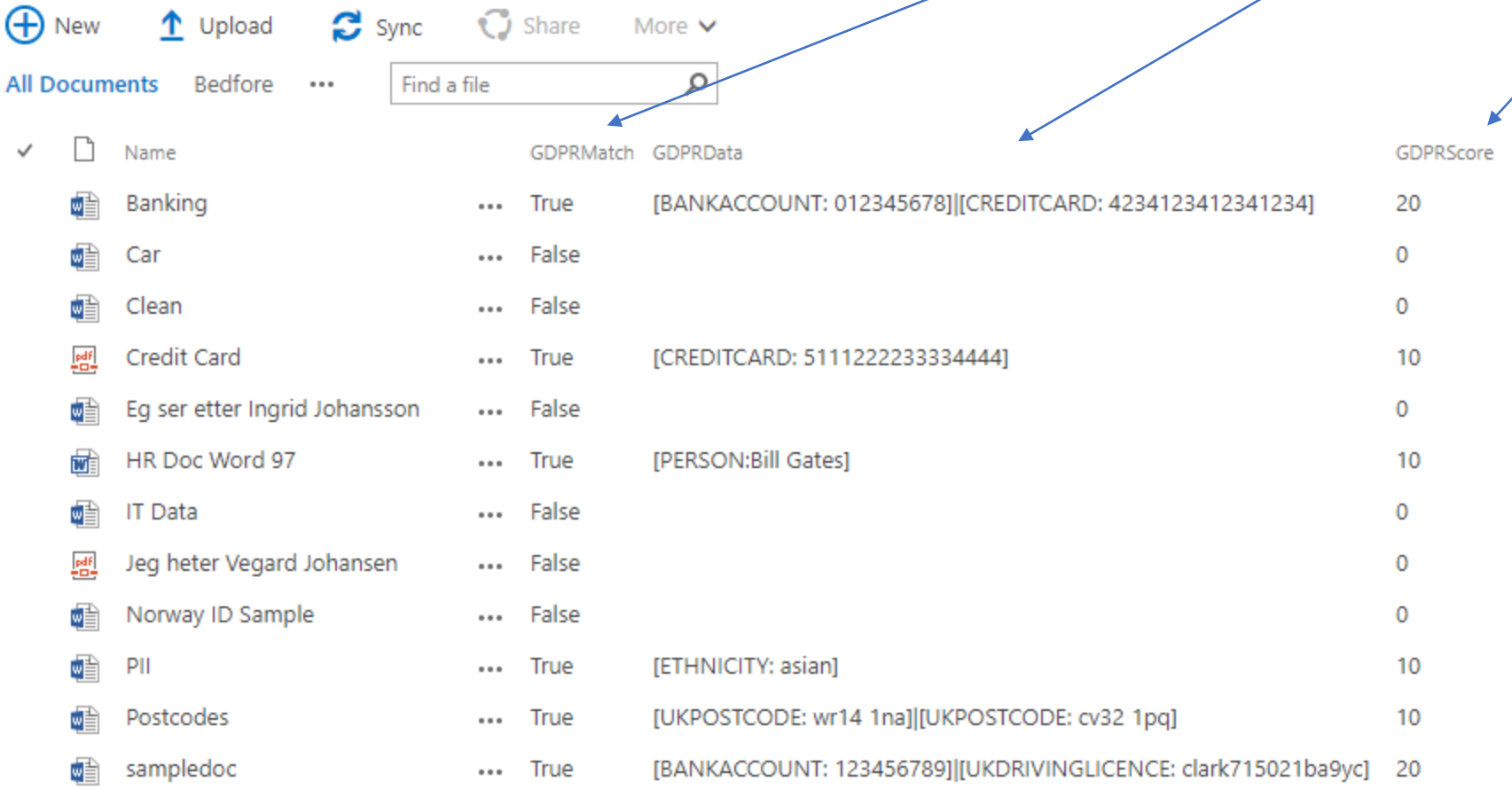
We can examine the findings of any document

	A	B	C	D
1	URL	RULE	VALUE	WEIGHT
2	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Car.docx			20
3	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Car.docx	PERSON	Terry Turnbull	10
4	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Car.docx	UKSTREETADDRESS	7 cromwell road	10
5	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Clean.docx			0
6	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Credit Cards.pdf			0
7	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Doc Word 97.doc			40
8	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Doc Word 97.doc	PERSON	Bill Gates	10
9	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Doc Word 97.doc	CREDITCARD	1234-4323-1234-1212	10
10	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Doc Word 97.doc	ETHNICITY	asian	10
11	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Doc Word 97.doc	SEXUALORIENTATION	Transgender	10
12	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\HR Reveiw.pptx			0
13	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\InvoiceTIFF.tif			0
14	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\IT Log.xlsx			20
15	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\IT Log.xlsx	EMAIL	kt@hweitt.co.uk#lisa@live.co.uk	10
16	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\IT Log.xlsx	PERSON	John Smith#Kate Turnbull#Lisa Clarek	10
17	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx			50
18	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx	PERSON	John Smith	10
19	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx	UKPOSTCODE	ls11 1na	10
20	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx	UKSTREETADDRESS	19 redland road	10
21	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx	ETHNICITY	asian	10
22	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\PII.docx	SEXUALORIENTATION	Male	10
23	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\Postcodes.docx			0
24	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\sampledoc.docx			0
25	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.docx			10
26	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.docx	PERSON	Kay Guy#Bethany Quinn	10
27	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.pdf			10
28	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.pdf	PERSON	Kay Guy#Bethany Quinn	10
29	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.txt			10
30	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\454r - Copy.txt	PERSON	Kay Guy#Bethany Quinn	10
31	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\66755 - Copy.txt			20
32	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\66755 - Copy.txt	EMAIL	magna.a@crasloremlorem.co.uk	10
33	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\66755 - Copy.txt	PERSON	Cora Ferguson	10
34	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\76767 - Copy - Copy.pdf			0
35	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\76767 - Copy.docx			10
36	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\76767 - Copy.docx	PERSON	Bell Riley#Galvin Shaffer	10
37	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\76767 - Copy.pdf			10
38	C:\Users\Brendan\Desktop\SampleDocuments\PII Dataset\CustomerCorrespondance\76767 - Copy.pdf	PERSON	Bell Riley#Galvin Shaffer	10

Or we can export the results to Excel for analysis

SharePoint

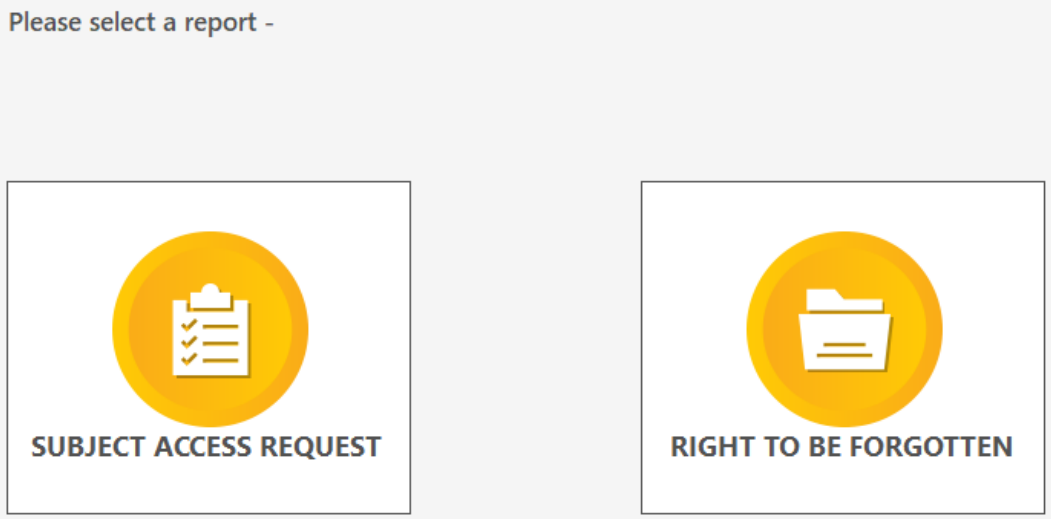
Creates 3 X New Columns



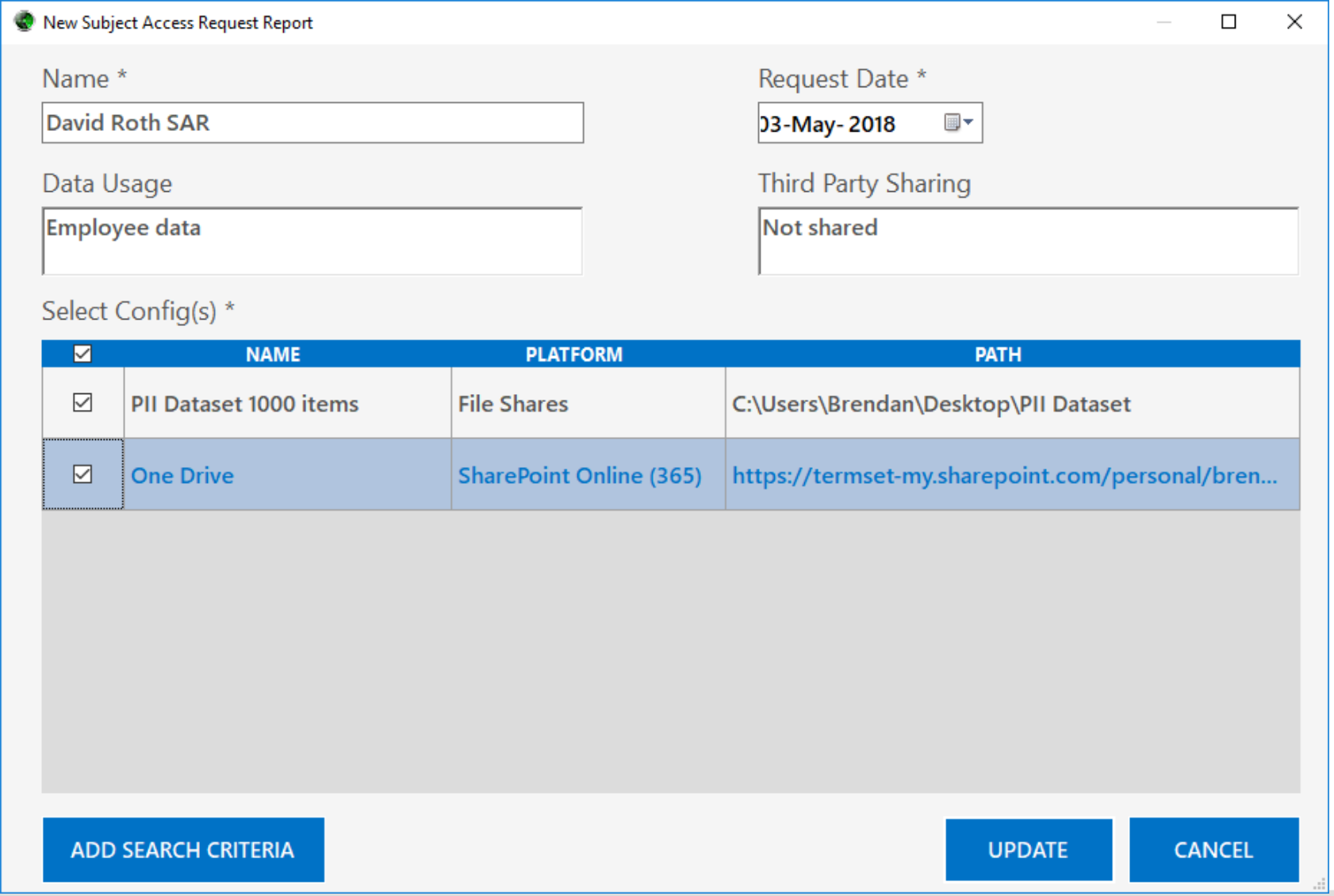
Name	GDPRMatch	GDPRData	GDPRScore
Banking	True	[BANKACCOUNT: 012345678]|[CREDITCARD: 4234123412341234]	20
Car	False		0
Clean	False		0
Credit Card	True	[CREDITCARD: 5111222233334444]	10
Eg ser etter Ingrid Johansson	False		0
HR Doc Word 97	True	[PERSON:Bill Gates]	10
IT Data	False		0
Jeg heter Vegard Johansen	False		0
Norway ID Sample	False		0
PII	True	[ETHNICITY: asian]	10
Postcodes	True	[UKPOSTCODE: wr14 1na]|[UKPOSTCODE: cv32 1pq]	10
sampledoc	True	[BANKACCOUNT: 123456789]|[UKDRIVINGLICENCE: clark715021ba9yc]	20

TERMSET

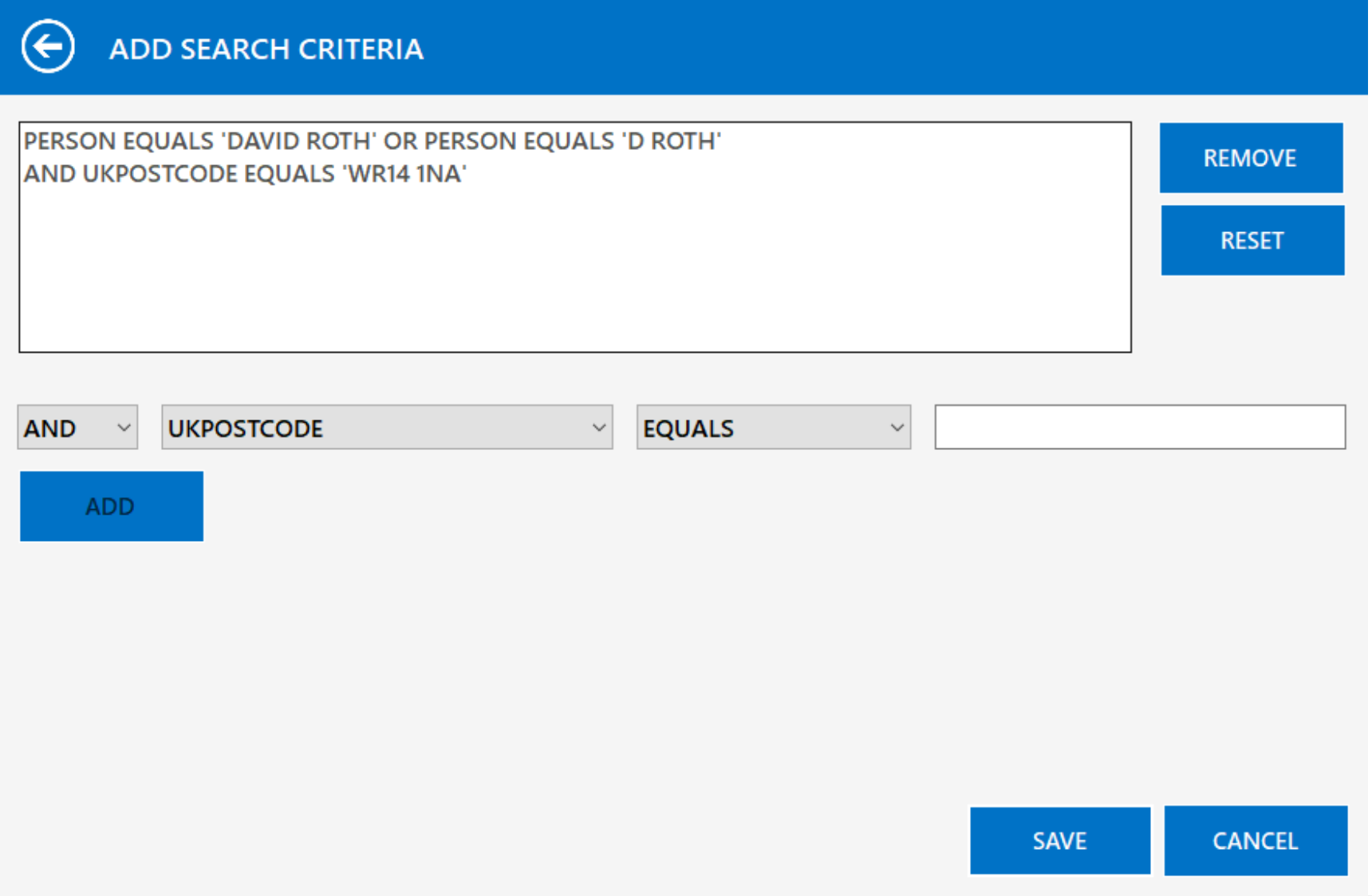
Action



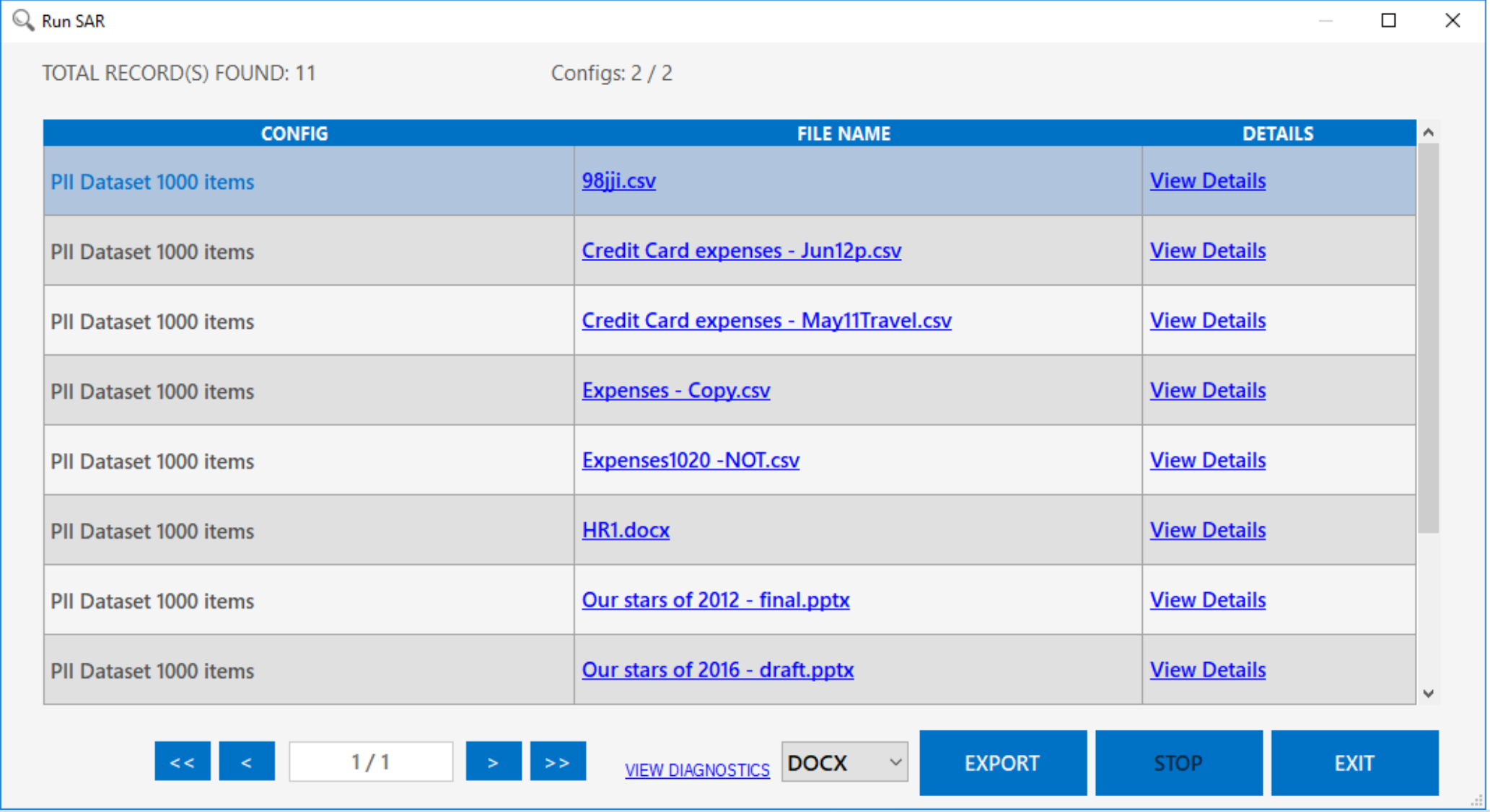
We can also use the results for reporting and taking actions



We can create a subject access request that first says where to look



And secondly, you can create a search using any criteria you wish



This produces a SAR dashboard showing all of the matched content

TERMSET

Subject access request response

Request received date:02-May-2018

Report generation date:04-May-2018

Request details:

PERSON EQUALS 'DAVID ROTH'

Results:

Source	File Type	Type	Value
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	CSV	PERSON	David Roth
HR (File Shares)	WORD	PERSON	David Roth
HR (File Shares)	POWERPOINT	PERSON	David Roth
HR (File Shares)	POWERPOINT	PERSON	David Roth
HR (File Shares)	POWERPOINT	PERSON	David Roth
HR (File Shares)	POWERPOINT	PERSON	David Roth
HR (File Shares)	POWERPOINT	PERSON	David Roth

Data usage

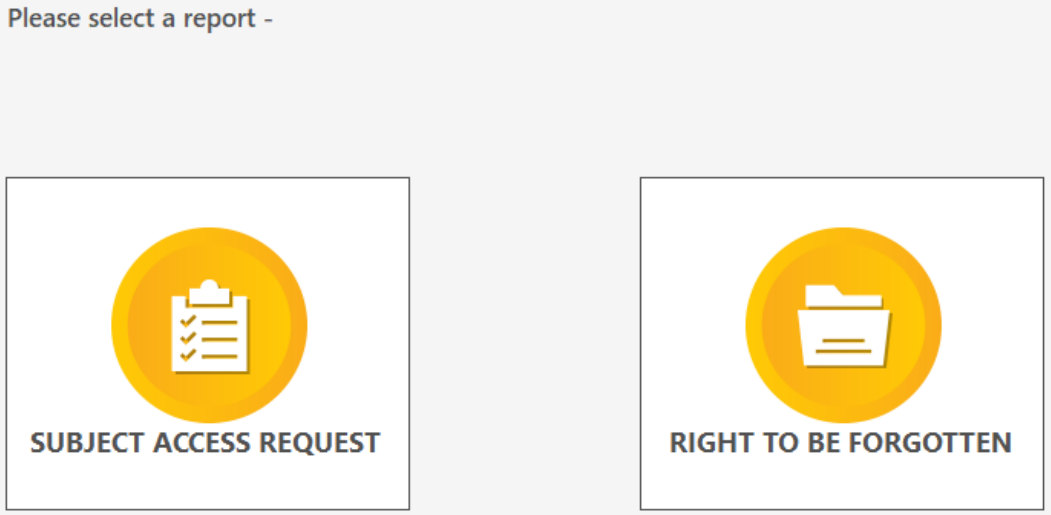
Employee records

Third party sharing

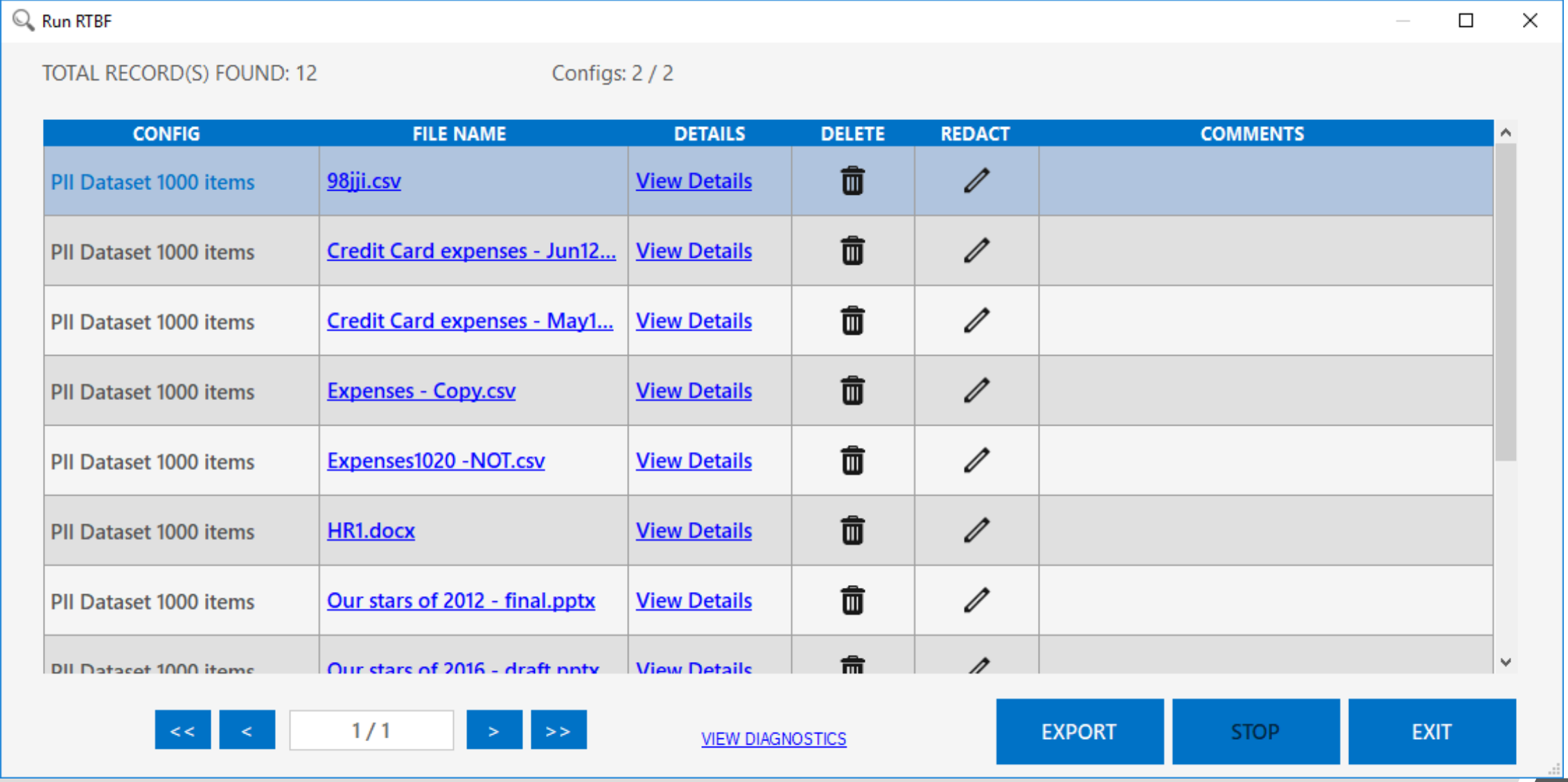
None

	A	B	C	D
1	ConfigName	FileName	RuleName	Value
2	HR (File Shares)	78907897890.csv	PERSON	David Roth
3	HR (File Shares)	98jji.csv	PERSON	David Roth
4	HR (File Shares)	Credit Card expenses - Apr14.csv	PERSON	David Roth
5	HR (File Shares)	Credit Card expenses - Jun12p.csv	PERSON	David Roth
6	HR (File Shares)	Credit Card expenses - May11Travel.c	PERSON	David Roth
7	HR (File Shares)	Expenses - Copy.csv	PERSON	David Roth
8	HR (File Shares)	Expenses1020 -NOT.csv	PERSON	David Roth
9	HR (File Shares)	HR1.docx	PERSON	David Roth
10	HR (File Shares)	Our stars of 2012 - final.pptx	PERSON	David Roth
11	HR (File Shares)	Our stars of 2016 - draft.pptx	PERSON	David Roth
12	HR (File Shares)	Our stars of 2017.pptx	PERSON	David Roth
13	HR (File Shares)	Our stars of 2017c.pptx	PERSON	David Roth
14	HR (File Shares)	Our stars of 2017klk.pptx	PERSON	David Roth
15				
16				
17				
18				
19				
20				
21				
22				

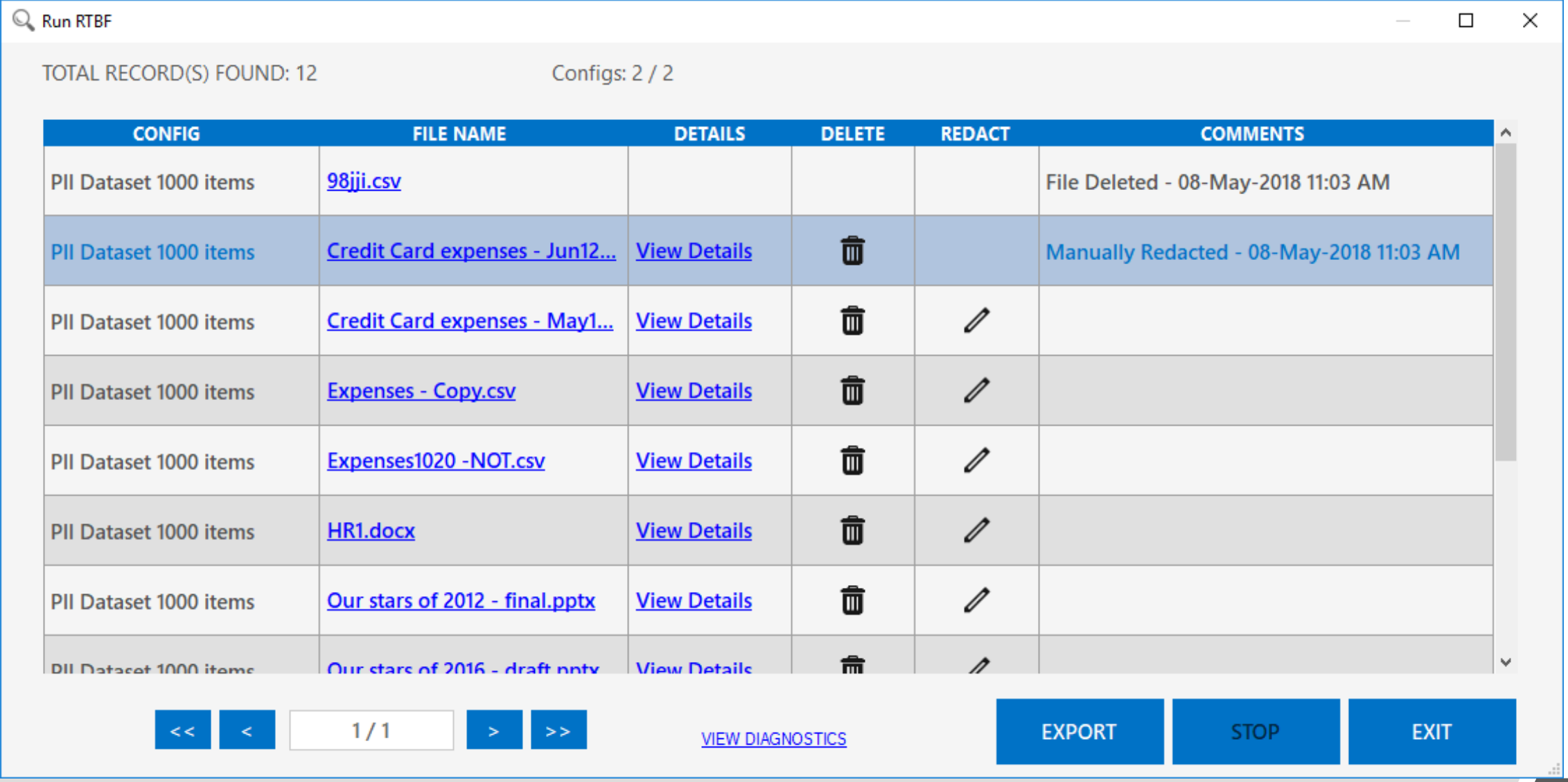
The SAR can be exported as an external word or PDF or an internal Excel file



We can also take the SAR and use it to execute a right to be forgotten



This time, our dashboard has actions – delete and redact



As the actions are taken an audit log is created

Right to be forgotten response

Request received date: 02-May-2018

Report generation date: 08-May-2018

Request details:

PERSON EQUALS 'DAVID ROTH'

Results:

Source	File Type	Comment
PII Dataset 1000 items (File Shares)	CSV	File Deleted - 08-May-2018 11:03 AM
PII Dataset 1000 items (File Shares)	CSV	Manually Redacted - 08-May-2018 11:03 AM
PII Dataset 1000 items (File Shares)	CSV	
PII Dataset 1000 items (File Shares)	CSV	
PII Dataset 1000 items (File Shares)	CSV	
PII Dataset 1000 items (File Shares)	WORD	
PII Dataset 1000 items	POWERPOINT	

This can also be exported as a report for the end user

Summary

- ***ScanR*** is a low cost software product that helps organisations comply with GDPR sensitive data compliance
- 3 step approach to automate the process for discovering Sensitive & Personal information
  - Discover, Report, Action.
- Automate the process to manage “Subject Access Request” & “Right to be Forgotten”
- Helps towards achieving 2 of the ICO 12 steps

Why companies are investing in ***ScanR***

We use Artificial Intelligence based on Pattern Matching this ensures key word accuracy

Budget friendly we guarantee we can not be beaten on price

Simple to deploy no need for additional infrastructure

Up and running in one day

TERMSET

Get your FREE trial

www.termset.com