AvePoint Public Sector

McDermott Will & Emery

Episode 3:

DSAR vs FOI Requests:

How to service those requests efficiently with Office 365

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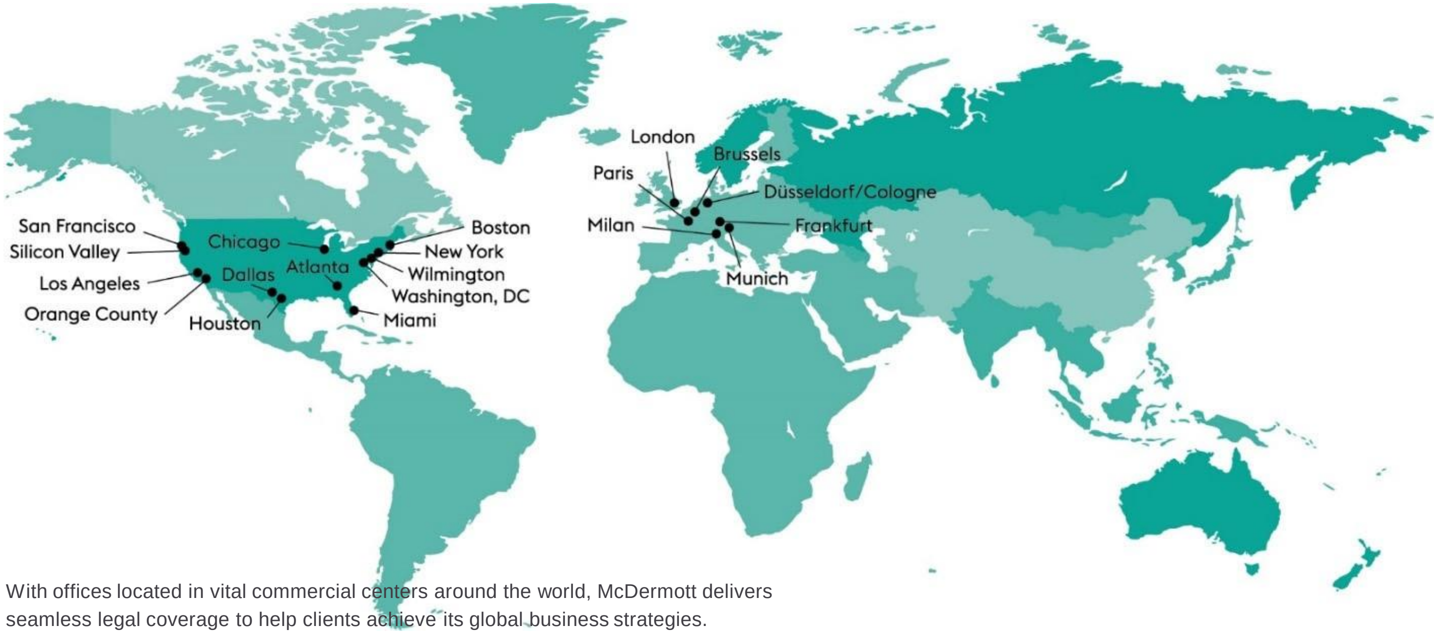
30 July 2020 14:00 BST

Reserve Your Spot

Discussion Topics

- DSARs v FOI
- DSARs and FOIR post Schrems
- Not all DSARs are equal
- Key threshold questions
- Legal and Litigation Privilege
- Determining Risk Factors
- Responding to DSARs and FOIs
- Top tips for avoiding mis-steps
- How can Microsoft and AvePoint technology help you retrieve data for FOIs and DSARs

McDERMOTT WILL & EMERY…GLOBAL REACH



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Formerly a computer designer, Ashley focuses his practice on global privacy and cybersecurity, with particular emphasis on data protection. Ashley has a wealth of experience in corporate investigations, lawful interception of data and international litigation arising from data breach. Ashley advises corporations, government entities, trade associations and charities across issues relating to data privacy and information governance. Ashley has a strong background advising on the impact of privacy and information security law on telecommunications, cloud services and international data transfer.

Ashley is a fellow of the Ponemon Institute and current Chairman of the UK Data Protection Forum, the leading data protection association in the UK.

College of Law,
1993

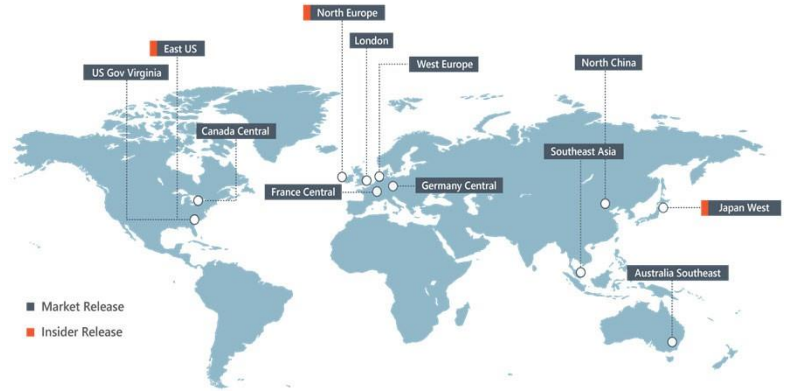
City University, Law,
1992

Manchester University,
BSc, (Hons), M.Eng.,
1991

Admission to The
Law Society of England
and Wales

AvePoint®

Migrate. Manage. Protect.



12
Global Cloud Instances

99.5%
Availability Backed by Azure

24/7
World-Class Support

20PB+
Managed Customer Data

ISO Certification

◆

Information Security Management System
ISO 27001
Certified

27001:2013

17K
Customers

7M
Cloud Users

88
Countries

7
Continents

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Dana Simberkoff

CHIEF RISK, PRIVACY AND INFORMATION SECURITY OFFICER, AVEPOINT

DSARs vs FOI

- A freedom of information request is a request to gain information, **not about you**
- A subject access request is a request to gain information, **about you**

Question	Freedom of Information Request	Subject Access Request
What data are you requesting?	Public information, or information not related to myself	Information that is about myself
Will it cost?	In some cases yes. Particularly if the request requires a fair bit of admin.	Generally no (unless the request is excessive, or unfounded)
When will I get a reply?	20 calendar days from receiving the request (some cases they can extend but must state why)	30 calendar days from receiving the request (in some cases they can extend but must state why)
Will I always get the information I want?	Not always. Some information can be withheld for a number of reasons. Mainly to protect the government and the public.	Generally, they should send you all your personal data. Companies can redact info about other citizens or refuse if the request is excessive.
Do I have to be a UK citizen to make a request?	No. You can be any nationality.	No. GDPR applies for all of the EU citizens, and data captured within the EU.
What countries does the act represent?	England, Wales and Northern Ireland, and UK-wide public authorities based in Scotland. Scotland has its own version of the act.	All citizens of the European Union. This includes all 44 nation-states.
Can I complain if I'm not happy with my response?	Yes. You can make a complaint to The Information Commissioner's Office (ICO).	Yes. You can make a complaint to The Information Commissioner's Office (ICO).

DSARs and FOIR post Schrems

Schrems II is a landmark judgement by the highest European Court (“CJEU”)

- It ruled that the “Privacy Shield” a mechanism for permitting the transfer of personal data from the EU to the US is invalid.
- It also ruled that the most popular alterative “Standard Contractual Clauses” are only permitted if an individual case by case analysis is done on each transfer of personal data from the EU to the US.
- This analysis must include a detailed consideration as to whether the personal data transferred to the US could be in the hands of a electronic communications provider, a telecoms provider or a cloud provider.
- Both the method of getting the data to the US must be checked, as must any sub-processors or transferees of the US based recipient.
- Although the case was specifically about transfers to the US, it also applies equally to other countries outside the EEA which have strong lawful interception laws.
  - Candidates include Russia, China, South Korea, India and, after Brexit, the UK.

It is very likely that the number of requests from individuals asking companies and public authorities about their international data transfer practices will increase.

Not all DSARs are equal

Although many DSARs look similar, and many come into the organisation in the same way, experience shows that the effort in dealing with them is not the same in each case.

Easy to deal with:

- Narrow focussed DSARs
- Unfocussed DSARs from individuals who's data sits on limited platforms
- DSARs exercised through online tools which automate the DSAR process

Moderate: more difficult to deal with

- DSARs that don't look like DSARs
- DSARs from individuals whose data sits on large number of platforms
- DSARs from individuals whose data is mixed with a lot of third party personal data and potentially privileged information
- Unfocussed DSARs from individuals that have an additional complaint or concern
- Divisive DSARs i.e. a claim for a right or access to one division, after an earlier right to have data deleted was sent to another division

Red flag DSARs:

- DSARs from employees who are leaving in contentious circumstances
- DSARs from individuals who could be "fishing" in the lead up to litigation
- DSARs who are seeking information which could itself breach of a confidentiality obligation or libel

Key threshold questions

Have I received a DSAR?

For unfocussed DSARs where there are multiple repositories: Where do I search?

- Email (exchange)
- Document storage
- SharePoint
- Customer Relationship Management
- Invoices and billing
- Mailing lists
- Door access systems
- CCTV
- Backup tapes
- Web site logs
- Payroll and benefits systems
- System access logs

Is this DSAR in the context of litigation?

Legal & Litigation Privilege

Legal Advice Privilege

- Protects communications between the client and their lawyer for the purposes of giving or obtaining legal advice
- May not cover the work of a forensic provider or other third party engaged to obtain information responsive to a DSAR
- Does not protect underlying facts

Litigation Privilege

- Protects communications between the client and/or the client's lawyer and a third party where civil or criminal investigation is anticipated or underway
- Does not protect underlying facts

Legal and Litigation Privilege

- The information covered is confidential
- Does not form part of the information responsive to a DSAR
- Is not required to be produced in any follow on litigation

Privilege can be lost if the information is given to a third party.

  - All the documents should be subject to restricted circulation lists.

For Red Flag Requests, ensure that your DSAR/FOI process involves a lawyer at the earliest possible moment to ensure that Legal or Litigation privilege can be established.

Determining Risk Factors

1

From an initial search, what do you know about the individual?

- Employee, Prior Employee or Interviewee?
- Have they made any DSARs/FOIRs before?

2

What do you know about the circumstances of the request?

- Is there any related or unrelated dispute or complaint
- What could be the motive behind this DSAR/FOIR?

3

What do you know about the request itself?

- What is their response to any request for better ID documentation?
- What is their response to a DSAR scope request?
- Does their DSAR/FOIR appear to follow a standards form template?
  - And is this template available on the internet, if so where?

4

What do you know from your DSAR/FOIR dashboard?

- Are there any prior trends which can help you determine the risk factors for this DSAR/FOIR?
- Do requests to certain parts of your organisation take longer than usual?
- Is the information that is being retrieved from the request older than should be kept under your Document Retention Policy?

5

In contentious circumstances you may with to do this Risk Factor analysis under Legal Privilege.

Responding to DSARs and FOIs (1)

Follow the document process!

Ensure requests to all parts of the organisation go into the process

You do not want the HR department to be helpful by responding to employee or ex employee requests outside of the process

Consider whether the process should be modelled around a standard such as ISO 27701

The CNIL have endorsed this global standard which is an extension to ISO 27001 and helps create a Privacy Information Management System

Ensure there is clarity around when you need to ask for additional ID, so you know when the 1 month time limit begins to run

Be careful of request made by third parties "on behalf of" the data subject. There is now an industry around making data subject requests, and to some extent FOI requests.

Ensure that the process has documented the full range of exemptions that are available.

- See https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/exemptions/
- See https://ico.org.uk/for-organisations/guide-to-freedom-of-information/refusing-a-request/
- Rudd v Bridle [2019] EWHC 893 (QB) https://www.bailii.org/ew/cases/EWHC/QB/2019/893.html

Responding to DSARs and FOIs (2)

For DSARs, you do not just provide a copy of the information, you must also provide:

- the purposes of your processing;
- the categories of personal data concerned;
- the recipients or categories of recipient you disclose the personal data to;
- your retention period for storing the personal data or, where this is not possible, your criteria for determining how long you will store it;
- the existence of their right to request rectification, erasure or restriction or to object to such processing;
- the right to lodge a complaint with the ICO or another supervisory authority;
- information about the source of the data, where it was not obtained directly from the individual;
- the existence of automated decision-making (including profiling); and
- the safeguards you provide if you transfer personal data to a third country or international organisation

When providing the information responsive to the request, the default is not to simply redact all third party personal data:

- Third party personal data can be disclosed if the individual has given consent; or
- it is **reasonable** to comply with the request without that individual's consent.

Responding to DSARs and FOIs (3)

When providing the information responsive to the request, the default is not to simply redact all third party personal data:

- Third party personal data can be disclosed if the individual has given consent; or
- it is **reasonable** to comply with the request without that individual's consent.

In determining whether it is reasonable, consider amongst other things the context and:

- the type of information that you would disclose;
- any duty of confidentiality you owe to the other individual; and
- any steps you have taken to seek consent from the other individual.

Keep an audit trail.

Top tips for avoiding mis-steps

Process and Procedures are key

- Ensure that you have detailed procedures that anyone can follow
- If possible, have procedures that are built into your workflow.

Difficult questions like search depth

Can only be answered if you have appropriate search tools to show you what is readily available and if you have identified appropriate risk factors.

If you want to use legal or litigation privilege, then this decision should be made at the outset

And you should all follow the correct process to ensure that privilege and confidentiality is maintained

Auto redaction tools

Can be helpful but at law, the default should not be simple redaction of all third party personal data. Some personal data should remain

Audit trail

All the work undertaken in doing DSARs and FOIRs should be subject to an audit trail. This information if fed back into a DSAR/FOIR dashboard can provide invaluable information to ensure that future requests can be performed more efficiently.

AvePoint Compliance Guardian & DSAR

Data Subject Access Requests (DSAR) are an individual right under the EU General Data Protection Regulation (GDPR). Rights like these empower individuals to control the information related to themselves or receive information in the context of non-data protection disputes with data controllers.

AvePoint Compliance Guardian can help organizations respond to DSAR requests by automating and streamlining the process from logging, tracking and task management, through discovery, redaction/ pseudo-anonymization and extraction of the information (providing copy of the files to the data controller/data subject). This is also similar to the process of responding to a “Freedom of Information Act Request” or even data discovery for a litigation hold.

Automating the end-to-end process of DSAR

Data Subject Access Requests allow individuals to control the information related to themselves or receive information in the context of non-data protection disputes with data controllers.

When an individual submits a Data Subject Access Request to a data controller there are a number of tasks that follow:

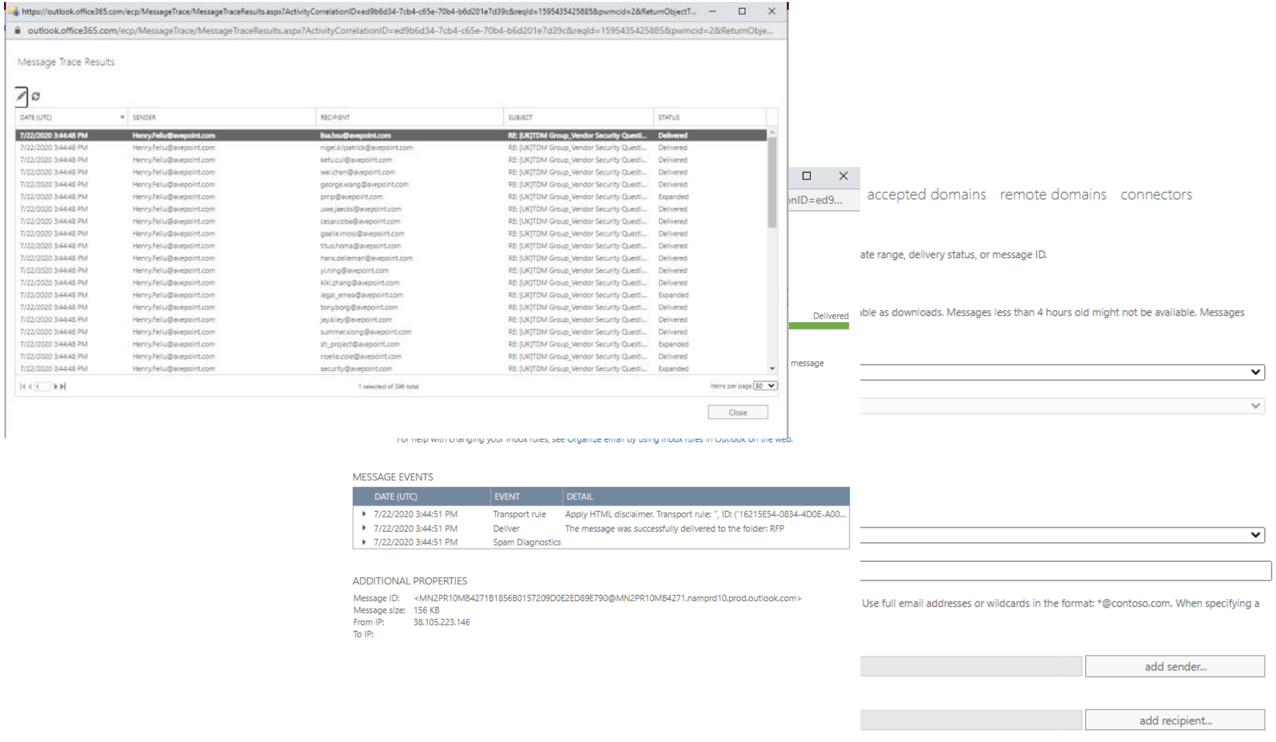
An individual sends a DSAR to a data controller

The controller validates that the request includes a reasonable explanation/amount of information relating to the situation

A data controller may need more information from the individual in order to process the request

Once the data controller has all the needed details from the individual, the controller has a time limit to respond within

Email search



https://outlook.office365.com/ecp/MessageTrace/MessageTraceResults.aspx?ActivityCorrelationID=ed9b6d34-7cb4-c65e-70b4-b6d201e7d39c&reqId=1595435425885&pwmcid=2&ReturnObjectT...

outlook.office365.com/ecp/MessageTrace/MessageTraceResults.aspx?ActivityCorrelationID=ed9b6d34-7cb4-c65e-70b4-b6d201e7d39c&reqId=1595435425885&pwmcid=2&ReturnObje...

Message Trace Results

DATE (UTC)	SENDER	RECIPIENT	SUBJECT	STATUS
7/22/2020 3:44:48 PM	**Henry.Feliu@avepoint.com**	**lisa.hsu@avepoint.com**	**RE: [UK]TDM Group_Vendor Security Questi...**	**Delivered**
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	nigel.kilpatrick@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	kefu.cui@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	wei.chen@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	george.wang@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	pmp@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Expanded
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	uwe.jaecks@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	cesar.coba@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	gaelle.moss@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	titus.homa@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	hans.delleman@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	yi.ning@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	kiki.zhang@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	legal_emea@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Expanded
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	tony.borg@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	jay.kiley@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	summer.xiong@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	sh_project@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Expanded
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	noelle.cole@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Delivered
7/22/2020 3:44:48 PM	Henry.Feliu@avepoint.com	security@avepoint.com	RE: [UK]TDM Group_Vendor Security Questi...	Expanded

1 selected of 396 total

Items per page 50

ate range, delivery status, or message ID.

ble as downloads. Messages less than 4 hours old might not be available. Messages

For help with changing your inbox rules, see Organize email by using inbox rules in Outlook on the web.

MESSAGE EVENTS

DATE (UTC)	EVENT	DETAIL
7/22/2020 3:44:51 PM	Transport rule	Apply HTML disclaimer. Transport rule: '', ID: ('16215E54-0834-4D0E-A00...
7/22/2020 3:44:51 PM	Deliver	The message was successfully delivered to the folder: RFP
7/22/2020 3:44:51 PM	Spam Diagnostics	

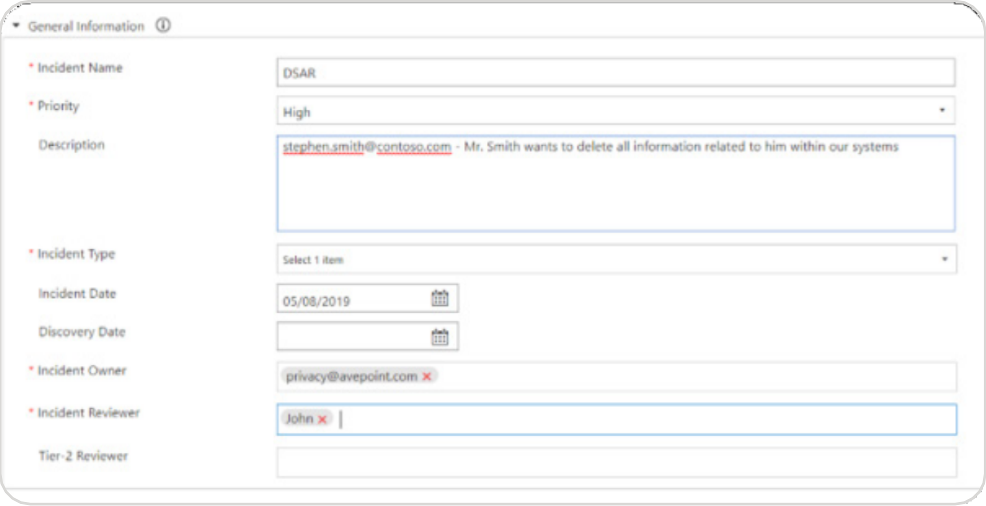
ADDITIONAL PROPERTIES

Message ID: <MN2PR10MB4271B1856B0157209D0E2ED89E790@MN2PR10MB4271.namprd10.prod.outlook.com>
Message size: 156 KB
From IP: 38.105.223.146
To IP:

Use full email addresses or wildcards in the format: *@contoso.com. When specifying a

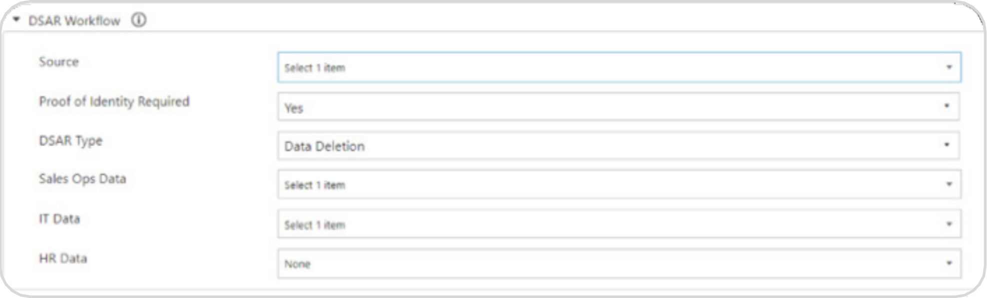
ERM

AvePoint logs the Data Subject Access Request in the System where it is assigned to an appropriate team for follow up



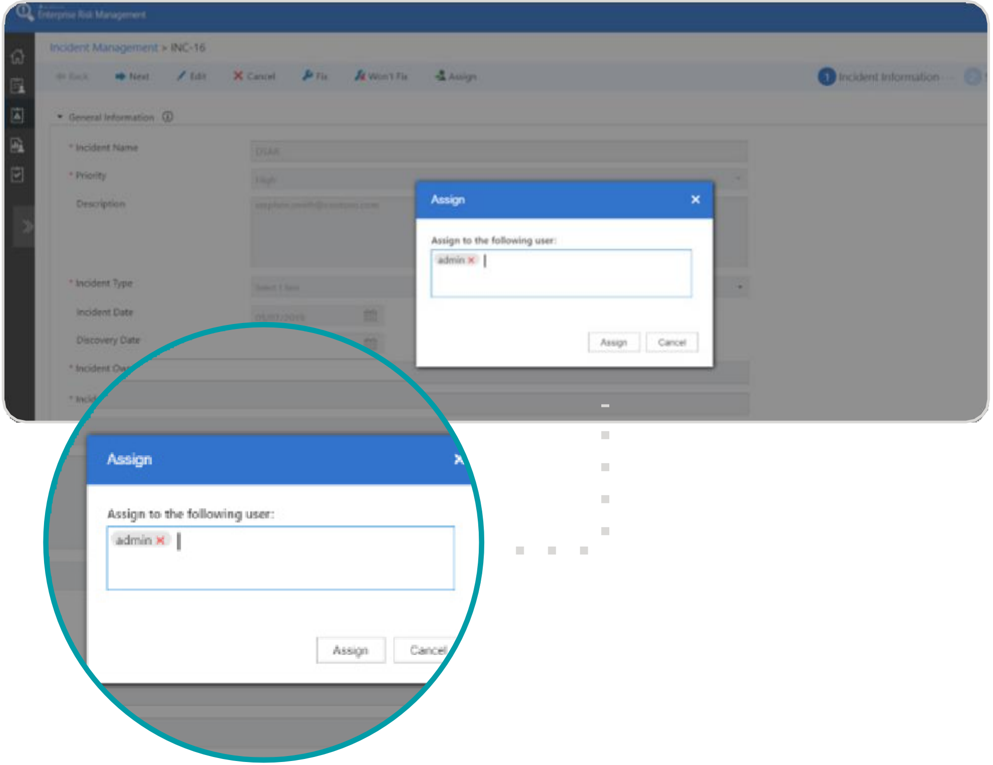
General Information

* Incident Name	DSAR
* Priority	High
Description	stephen.smith@contoso.com - Mr. Smith wants to delete all information related to him within our systems
* Incident Type	Select 1 item
Incident Date	05/08/2019
Discovery Date	
* Incident Owner	privacy@avepoint.com
* Incident Reviewer	John
Tier-2 Reviewer	



DSAR Workflow

Source	Select 1 item
Proof of Identity Required	Yes
DSAR Type	Data Deletion
Sales Ops Data	Select 1 item
IT Data	Select 1 item
HR Data	None



* Incident Name: DSAR
* Priority: High
Description
* Incident Type: Select 1 Item
Incident Date
Discovery Date
* Incident Ow

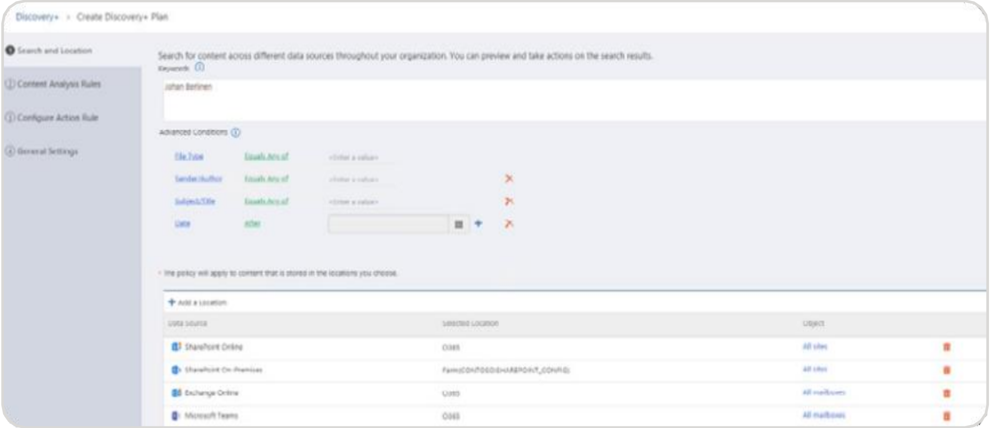
Assign to the following user:
admin ×

ERM

A team member is assigned to investigate the DSAR

Discovery+

To respond for Data Subject Access Requests (DSAR) or Freedom of Information Act Requests (FOIA) using SharePoint, in this example Search Index



Discovery+ › Create Discovery+ Plan

Search for content across different data sources throughout your organization. You can preview and take actions on the search results.

File Type	Equals Any of	<Enter a value>
Sender/Author	Equals Any of	<Enter a value>
Subject/Title	Equals Any of	<Enter a value>
Date	After	

The policy will apply to content that is stored in the locations you choose.

Data source	Selected Location	Object
SharePoint Online	O365	All sites
SharePoint On-Premises	Farm(CONTOSO\SHAREPOINT_CONFIG)	All sites
Exchange Online	O365	All mailboxes
Microsoft Teams	O365	All mailboxes

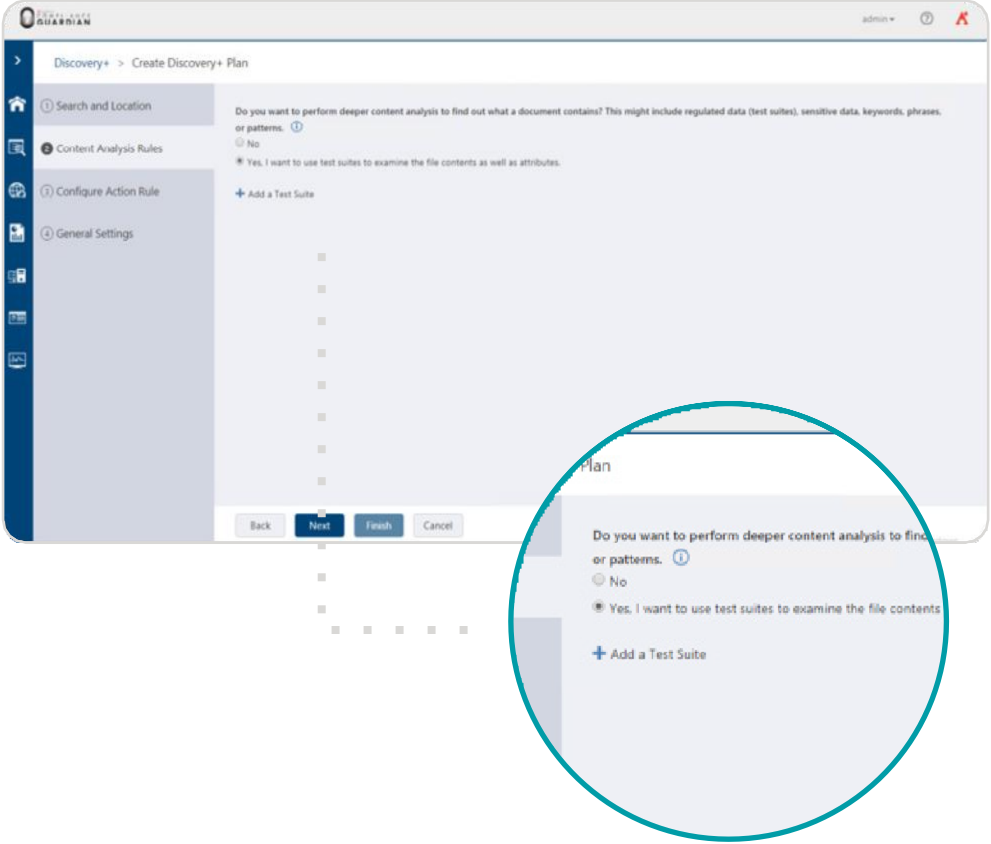
Discovery+ Supported Systems

SharePoint Online	Exchange Online
SharePoint On-premises	Exchange On-premises
Microsoft Teams	File Shares

(1 of 2)

Deeper Content Analysis

Search parameters may also be further refined here if necessary



Discovery+ > Create Discovery+ Plan

1. Search and Location
2. Content Analysis Rules
3. Configure Action Rule
4. General Settings

Do you want to perform deeper content analysis to find out what a document contains? This might include regulated data (test suites), sensitive data, keywords, phrases, or patterns.

○ No

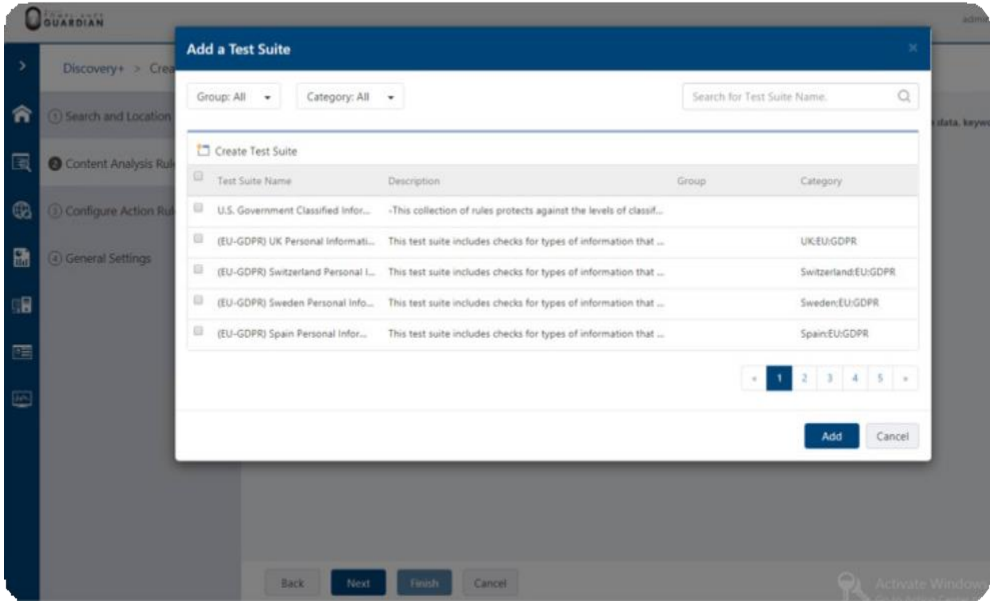
● Yes, I want to use test suites to examine the file contents as well as attributes.

+ Add a Test Suite

(2 of 2)

Deeper Content Analysis

Search parameters may also be further refined here
if necessary



☐	Test Suite Name	Description	Group	Category
☐	U.S. Government Classified Infor...	-This collection of rules protects against the levels of classif...		
☐	(EU-GDPR) UK Personal Informati...	This test suite includes checks for types of information that ...		UK:EU:GDPR
☐	(EU-GDPR) Switzerland Personal I...	This test suite includes checks for types of information that ...		Switzerland:EU:GDPR
☐	(EU-GDPR) Sweden Personal Info...	This test suite includes checks for types of information that ...		Sweden:EU:GDPR
☐	(EU-GDPR) Spain Personal Infor...	This test suite includes checks for types of information that ...		Spain:EU:GDPR

(1 of 2)

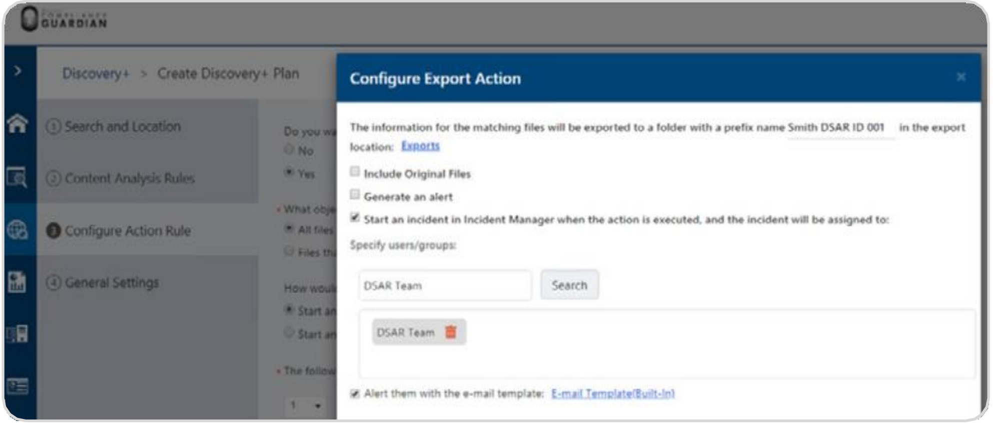
Discovery+

Results can be:

Exported
(DSAR/FOIA)

Redacted
(right to rectification)

Deleted
(right to be forgotten/ erasure)



Configure Export Action

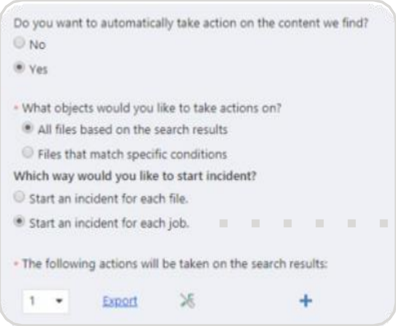
The information for the matching files will be exported to a folder with a prefix name Smith DSAR ID 001 in the export location: Exports

☐ Include Original Files
☐ Generate an alert
☑ Start an incident in Incident Manager when the action is executed, and the incident will be assigned to:

Specify users/groups: DSAR Team

DSAR Team

☑ Alert them with the e-mail template: E-mail Template(Built-In)



Do you want to automatically take action on the content we find?
○ No
● Yes

What objects would you like to take actions on?
● All files based on the search results
○ Files that match specific conditions

Which way would you like to start incident?
○ Start an incident for each file.
● Start an incident for each job.

The following actions will be taken on the search results:

Results can be reviewed individually or all together as one job/file plan.

The DSAR Search is performed by Compliance Guardian and relevant data is captured and assigned for review via workflow

(2 of 2)

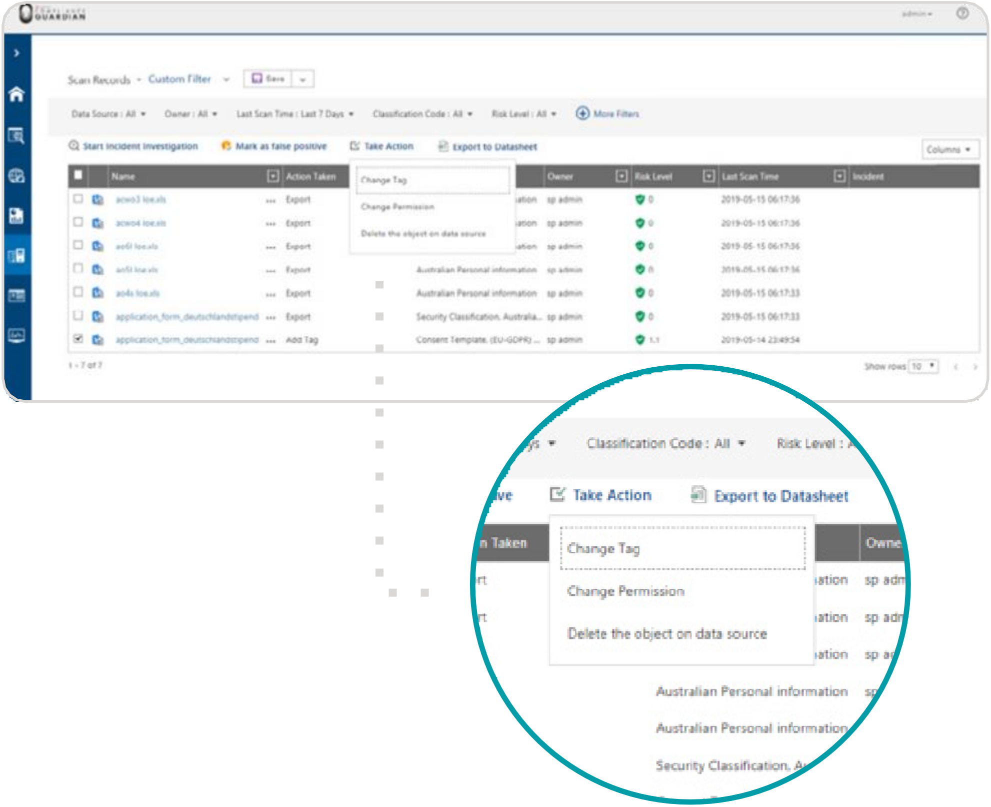
Discovery+

Results can be:

Exported
(DSAR/FOIA)

Redacted
(right to rectification)

Deleted
(right to be forgotten/ erasure)



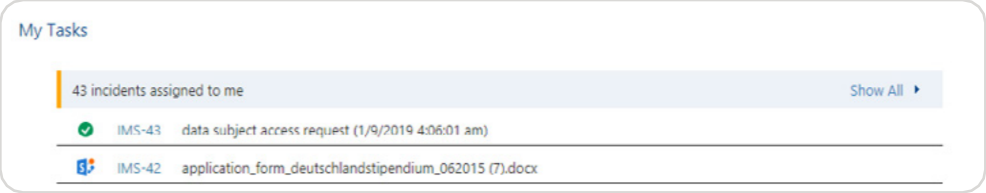
Data Source : All ▾ Owner : All ▾ Last Scan Time : Last 7 Days ▾ Classification Code : All ▾ Risk Level : All ▾

☐	Name	Action Taken		Owner	Risk Level	Last Scan Time	Incident
☐	acwo3 loe.xls	Export	ation	sp admin	0	2019-05-15 06:17:36	
☐	acwo4 loe.xls	Export	ation	sp admin	0	2019-05-15 06:17:36	
☐	ao6l loe.xls	Export	ation	sp admin	0	2019-05-15 06:17:36	
☐	ao5l loe.xls	Export	Australian Personal information	sp admin	0	2019-05-15 06:17:36	
☐	ao4s loe.xls	Export	Australian Personal information	sp admin	0	2019-05-15 06:17:33	
☐	application_form_deutschlandstipend	Export	Security Classification, Australia...	sp admin	0	2019-05-15 06:17:33	
☑	application_form_deutschlandstipend	Add Tag	Consent Template, (EU-GDPR) ...	sp admin	1.1	2019-05-14 23:49:54	

1 - 7 of 7

Bulk Incidents

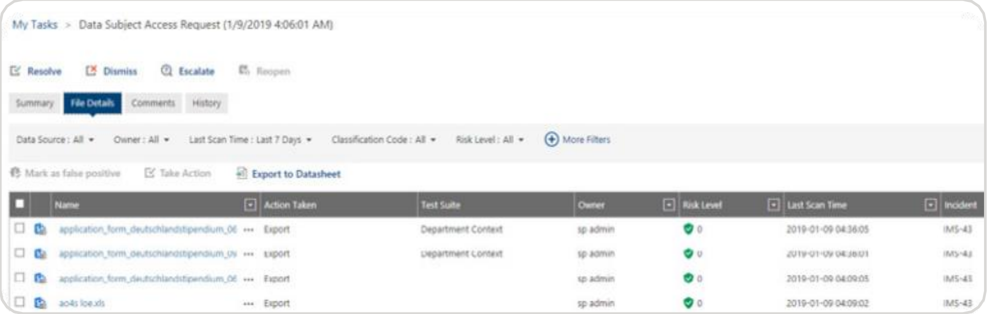
The user reviews the data to ensure that there is no information that should be excluded from the response (note that the search parameters may also be further refined here if necessary)



My Tasks

43 incidents assigned to me — Show All

✓	IMS-43	data subject access request (1/9/2019 4:06:01 am)
	IMS-42	application_form_deutschlandstipendium_062015 (7).docx



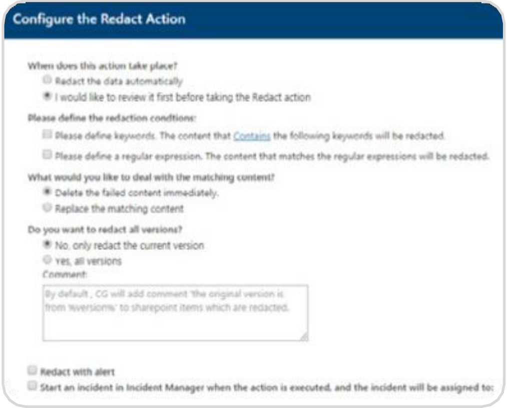
My Tasks > Data Subject Access Request (1/9/2019 4:06:01 AM)

Data Source : All ▾ Owner : All ▾ Last Scan Time : Last 7 Days ▾ Classification Code : All ▾ Risk Level : All ▾

☐		Name	Action Taken	Test Suite	Owner	Risk Level	Last Scan Time	Incident
☐		application_form_deutschlandstipendium_06 •••	Export	Department Context	sp admin	✓ 0	2019-01-09 04:36:05	IMS-43
☐		application_form_deutschlandstipendium_06 •••	Export	Department Context	sp admin	✓ 0	2019-01-09 04:36:01	IMS-43
☐		application_form_deutschlandstipendium_06 •••	Export		sp admin	✓ 0	2019-01-09 04:09:05	IMS-43
☐		ao4s loe.xls •••	Export		sp admin	✓ 0	2019-01-09 04:09:02	IMS-43

Two-Step Action (Redaction)

The data to be returned is redacted by Compliance Guardian to prevent inappropriate sharing of otherwise sensitive information



Configure the Redact Action

When does this action take place?
○ Redact the data automatically
● I would like to review it first before taking the Redact action

Please define the redaction condtions:
☐ Please define keywords. The content that Contains the following keywords will be redacted.
☐ Please define a regular expression. The content that matches the regular expressions will be redacted.

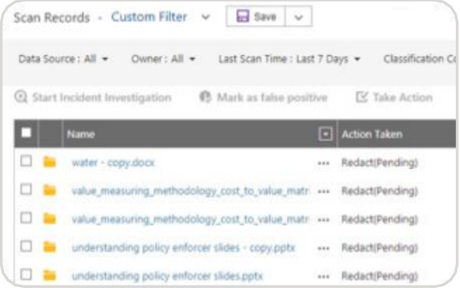
What would you like to deal with the matching content?
● Delete the failed content immediately.
○ Replace the matching content

Do you want to redact all versions?
● No, only redact the current version
○ Yes, all versions

Comment:
By default , CG will add comment 'the original version is from '#versions#' to sharepoint items which are redacted.

☐ Redact with alert
☐ Start an incident in Incident Manager when the action is executed, and the incident will be assigned to:

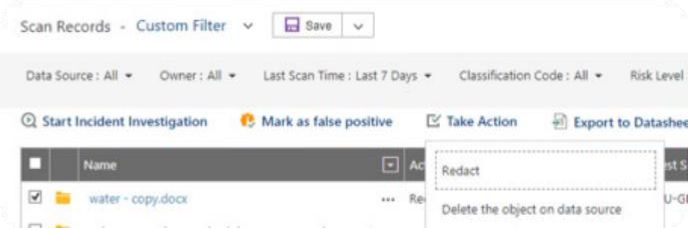
Review before taking action (redaction)



Scan Records - Custom Filter

Data Source : All
Owner : All
Last Scan Time : Last 7 Days
Classification Co

☐		Name		Action Taken
☐		water - copy.docx	•••	Redact(Pending)
☐		value_measuring_methodology_cost_to_value_matr	•••	Redact(Pending)
☐		value_measuring_methodology_cost_to_value_matr	•••	Redact(Pending)
☐		understanding policy enforcer slides - copy.pptx	•••	Redact(Pending)
☐		understanding policy enforcer slides.pptx	•••	Redact(Pending)



Scan Records - Custom Filter

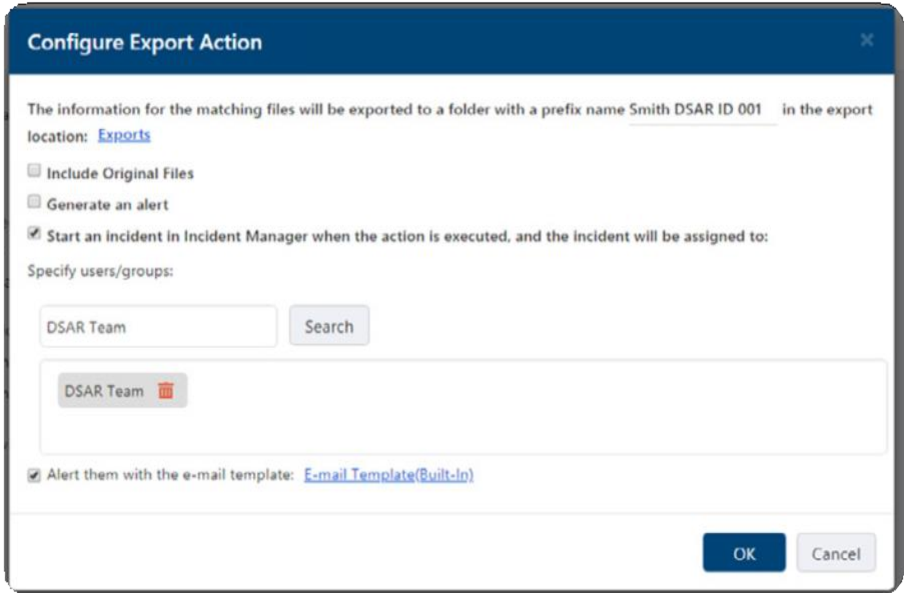
Data Source : All
Owner : All
Last Scan Time : Last 7 Days
Classification Code : All
Risk Level

☐		Name		Ac
☑		water - copy.docx	•••	Re

(1 of 3)

Data Export

The data can be exported so that it is returned to the user



Configure Export Action

The information for the matching files will be exported to a folder with a prefix name Smith DSAR ID 001 in the export location: Exports

☐ Include Original Files

☐ Generate an alert

☑ Start an incident in Incident Manager when the action is executed, and the incident will be assigned to:

Specify users/groups:

DSAR Team

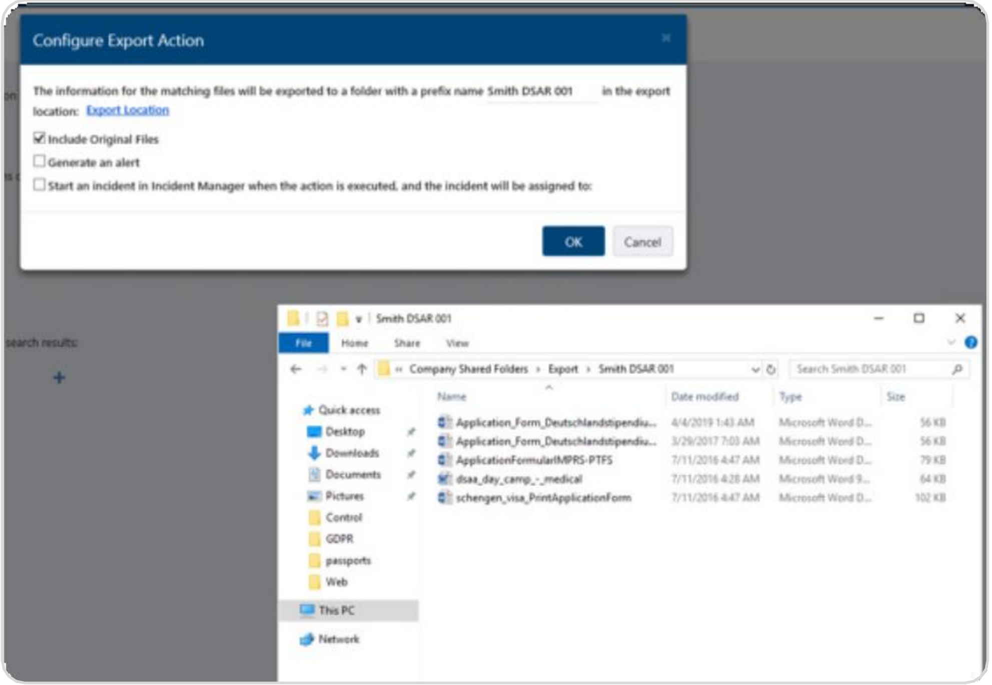
DSAR Team

☑ Alert them with the e-mail template: E-mail Template(Built-In)

(2 of 3)

Data Export

The data can be exported so that it is returned to the user



Configure Export Action

The information for the matching files will be exported to a folder with a prefix name Smith DSAR 001 in the export location: Export Location

☑ Include Original Files

☐ Generate an alert

☐ Start an incident in Incident Manager when the action is executed, and the incident will be assigned to:

Smith DSAR 001

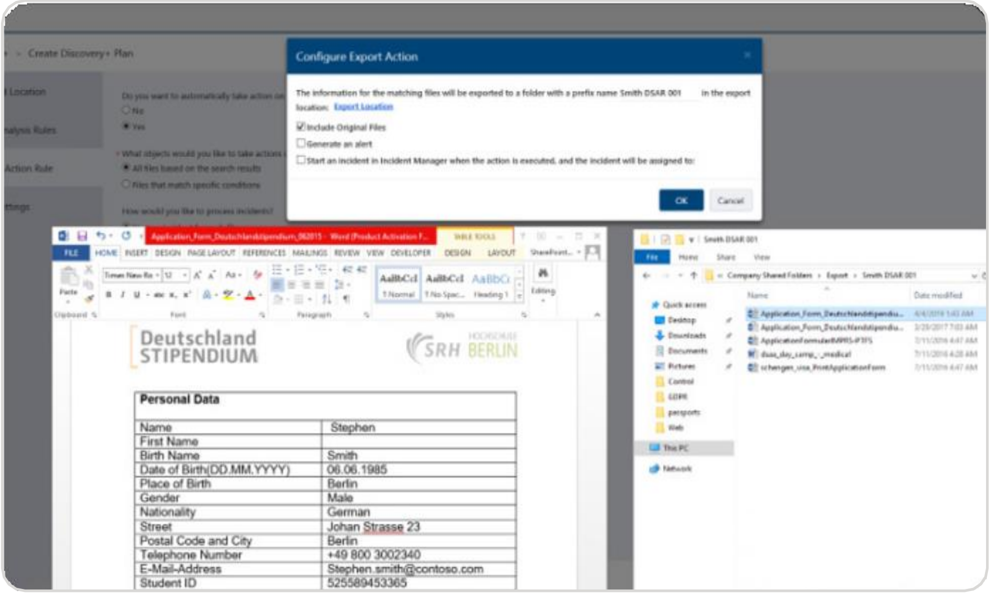
Company Shared Folders › Export › Smith DSAR 001

Name	Date modified	Type	Size
Application_Form_Deutschlandstipendiu...	4/4/2019 1:43 AM	Microsoft Word D...	56 KB
Application_Form_Deutschlandstipendiu...	3/29/2017 7:03 AM	Microsoft Word D...	56 KB
ApplicationFormularIMPRS-PTFS	7/11/2016 4:47 AM	Microsoft Word D...	79 KB
dsaa_day_camp_-_medical	7/11/2016 4:28 AM	Microsoft Word 9...	64 KB
schengen_visa_PrintApplicationForm	7/11/2016 4:47 AM	Microsoft Word D...	102 KB

(3 of 3)

Data Export

The data can be exported so that it is returned to the user



Create Discovery+ Plan

Do you want to automatically take action on

○ No

● Yes

What objects would you like to take actions

● All files based on the search results

○ Files that match specific conditions

How would you like to process incidents?

Configure Export Action

The information for the matching files will be exported to a folder with a prefix name Smith DSAR 001 in the export location: Export Location

☑ Include Original Files

☐ Generate an alert

☐ Start an incident in Incident Manager when the action is executed, and the incident will be assigned to:

OK Cancel

Application_Form_Deutschlandstipendium_062015 - Word (Product Activation F...

Deutschland STIPENDIUM

SRH HOCHSCHULE BERLIN

Personal Data	
Name	Stephen
First Name	
Birth Name	Smith
Date of Birth(DD.MM.YYYY)	06.06.1985
Place of Birth	Berlin
Gender	Male
Nationality	German
Street	Johan Strasse 23
Postal Code and City	Berlin
Telephone Number	+49 800 3002340
E-Mail-Address	Stephen.smith@contoso.com
Student ID	525589453365

Smith DSAR 001

Company Shared Folders › Export › Smith DSAR 001

Key Takeaway – What's Important

Technology can help create a data trail to service DSARs & FOIR

Not all DSARS are the same.

Qualify DSARs to ensure you are putting in the right effort

Looking to improve your DSAR process?

Let us help you

FREE E-BOOK

AvePoint

MITIGATING COLLABORATION RISK WORKBOOK

How to Build Actionable Plans to Mitigate Risk in Office 365 or Wherever You Collaborate

Mitigating Collaboration Risk Workbook

Learn how to build actionable plans to mitigate risk in Office 365 or any other collaboration workspace your organization uses

Get the free ebook by the link or scan the QR code

https://www.avepoint.com/ebook/mitigating-risk-workbook

SCAN ME

Join a 2 hour workshop with Dana Simberkoff!

Dana Simberkoff

CHIEF RISK, PRIVACY AND INFORMATION SECURITY OFFICER, AVEPOINT

Contact us:
marketing_uk@avepoint.com

Respond to DSARS with a great internal user experience and improved Citizen satisfaction

- Review current DSARS & FOI process & identify challenge and/or blockers.
- Explore current process vs where automation can enhance your data trail to service & respond to DSARs
- Putting it all Together: A conclusive report providing practical next steps and guidance for how to implement effective management and response to DSARs.

Q & A

CONTACT US

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thank you

Gracias

Hvala

Ahsante

Cám ơn

நன்றி

谢谢

תודה

ευχαριστώ

Obrigado

Teşekkürler

شكريه

Köszönöm

Tack

多謝晒

Danke

Kiitos

متشکرم

Terima Kasih

ありがとうございます

Mulţumesc

дякую

Grazie

شكراً

Salamat Po

Dank u Wel

ขอบคุณครับ

спасибо

Ďakujem

благодаря

Tak

감사합니다

Děkuji

Dziękuję

Merci