# Privacy Shield & General Data Protection Regulation (GDPR) FAQs

# 1. What is Autodesk doing to comply with global data protection laws?

Autodesk has self-certified to the <u>EU-U.S. and Swiss-U.S. Privacy Shield Frameworks</u>. Our <u>Privacy Shield</u> <u>Notice</u> is posted publicly and linked to within our <u>Privacy Statement</u>. In addition, we have programs in place to comply with the <u>General Data Protection Regulation (GDPR)</u> and other applicable data protection laws.

# 2. What is the Privacy Shield?

European Union (EU) and Swiss data protection laws limit the transfer of personal data outside of the EU and Switzerland to countries they deem to provide an "adequate" level of data protection only. The Privacy Shield is a cross-border data transfer mechanism by which Autodesk is able to "adequately" transfer our employees' and our customers' data from the EU/Switzerland to the U.S. As of November 21, 2016, we are EU-U.S. Privacy Shield certified. As of November 14, 2017, we are Swiss-U.S. Privacy Shield certified. We have more information in our Privacy Shield Notice.

#### 3. What is the GDPR?

The GDPR (General Data Protection Regulation) is an EU regulation that seeks to harmonize existing data protection laws across Europe. As the most significant data protection development in decades, the GDPR is designed to strengthen and standardize data protection rules for the processing of personal data of EU residents.

Under the GDPR, personal data is defined as any information that can lead to the identification of an individual. This includes information such as name, address, e-mail address, phone number, ID number, and credit card information.

The GDPR applies to all persons or organizations processing personal data of individuals residing in the EU, regardless of the location where the data is processed. Even companies located outside the EU will have to comply with EU data protection law.

# 4. What does it mean to process data?

As defined by the GDPR, processing data means any operation performed on personal data, whether or not by automated means. The definition is broad and includes a wide range of activities, such as collecting, organizing, storing, modifying, using, combining, or deleting personal data.

#### 5. What is a data controller? Data processor?

A data controller is the person or organization that, either alone or jointly with others, determines the purposes and means of the processing of personal data.

A data processor is the person or organization processing personal data on behalf of the data controller.

Autodesk acts as both a data processor and a data controller. Where we process our employee personal data, we act as a data controller. Where we provide products and services to our customers and process personal data of individuals, we are a data processor for customer content and a data controller for other data.

# 6. What are individual rights under the GDPR and how will Autodesk support these rights?

A fundamental principle of the GDPR is to give individuals control over the ways in which their personal data is processed. To achieve this fundamental principle, the GDPR defines a set of individual rights and ways for individuals to exercise these rights. To comply with the GDPR, Autodesk entities processing personal data are expected to facilitate the exercising of these rights.

Briefly summarized, the rights for individuals under the GDPR include:

- Be comprehensively informed on how Autodesk collects and uses your personal data
- Get access the personal data Autodesk has about you
- Have personal data rectified if inaccurate or incomplete
- Have personal data erased (i.e., deleted) under specific circumstances
- Restrict or object to processing of personal data under specific circumstances
- Receive a copy of personal data (i.e. data portability)
- Restrict or object to automated processing of personal data

# 7. Does the GDPR require the personal data of EU residents to stay in the EU?

Current EU laws limit the transfer of personal data outside of the EU to countries deemed to provide an "adequate" level of data protection. The GDPR does not place any new restriction on the transfer of personal data outside of the EU, nor does it require personal data to remain in the EU. However, the GDPR sets out principles for international data transfers that guarantee an adequate level of protection.

Autodesk relies on one or more of the following legal mechanisms which provide appropriate safeguards for the transfers: the EU-U.S. Privacy Shield, Swiss-U.S. Privacy Shield, and Standard Contractual Clauses.

# 8. How will Autodesk demonstrate compliance with the GDPR?

We have invested significant resources towards GDPR compliance, and we are committed to practicing transparency in how we handle personal data. Although there are currently no certifications available to demonstrate compliance with the GDPR, we conduct internal assessments to maintain our obligations under the GDPR.

Further, we maintain ISO certifications for the operational environment of certain cloud products and have undergone SOC 2 compliance audits for select cloud products. Also, we are Privacy Shield self-certified. For additional information on these certifications and audits, please visit our <u>Trust Center</u>.

# 9. Will Autodesk help its customers meet the requirements of the GDPR?

Autodesk offers data protection terms where we are a processor of personal data. However, it is each customer's responsibility to independently assess their business practices and compliance obligations under the GDPR.

# 10. Does Autodesk have a Data Protection Officer (DPO)?

Yes, Autodesk has appointed a DPO. The DPO works with our Privacy Legal and Operations teams and other data governance stakeholders to (i) monitor compliance with the GDPR and other data protection laws, (ii) review internal data protection activities, (iii) advise on data protection impact assessments, (iv) train staff, and (v) conduct internal audits.

# 11. Can Autodesk provide more detail about its GDPR compliance activities?

Autodesk has engaged a cross-functional GDPR team to review and implement our privacy and data protection policies and processes and any relevant agreements against the privacy background. In doing so, Autodesk and the GDPR team are particularly focused on the following:

- **Transparency** how we notify individuals of their privacy rights through our Privacy Statement and other disclosures
- **Vendors** how we engage third-party vendors, including the contractual terms we put in place and security reviews we conduct
- Individual Rights how we process individual rights requests including deletion, access, portability, and objection to processing
- **Consents and Permissions** how we receive consent for marketing and other purposes and how we enable individuals to provide and/or revoke their consent
- Security how we protect personal data to safeguard its confidentiality, integrity, and availability
- **Privacy by Design** how we implement privacy reviews and processes throughout the development lifecycle of products and services