

# GDPR

*Disclaimer: The content below is provided for informational purposes only and the information shared here is not meant to serve as legal advice. You should work with legal and other professional counsel to determine exactly how the GDPR may or may not apply to you.*

On May 25th, 2018, the EU General Data Protection Regulation (GDPR) will go into effect bringing new global data protection rights for individuals in the European Union.

Kalo supports the privacy rights of our customers and our users and are proactively working toward GDPR compliance by May 25th, 2018.

Read along for some of the changes we're making, as well as what you'll need to do as a customer or partner of Kalo.

## **Changes We're Making At Kalo**

To prepare for GDPR, we are undertaking some research and changes. You can read about those changes below.

### PRIVACY POLICY AND TERMS OF SERVICE UPDATES AND NEW DPAS

Our Privacy Policy, as well as our Terms of Service have been updated to reflect our new compliance with GDPR. Customer and partner addendums will be signed. Please reach out to [gdpr@kalohq.com](mailto:gdpr@kalohq.com) if you have not executed an addendum.

### INTERNAL DATA AUDIT

We've reviewed all the data we collect, as well as the reasons for why we collect it, as well as which Kalo employees have access to it.

### VENDOR AUDIT

We've worked through our list of vendors to ensure they are adhering to GDPR as well.

### IMPROVING DATA TOOLING

This includes the ability to delete your data from Kalo. Much of this tooling exists today (for example, you can export your Invoices and Tasks) but we'll be systemically adding upgrades here.

### COMMUNICATION

We will ensure we document and share any pertinent changes with customers and partners as we implement our changes.

### ONGOING PROCESS CHANGES

This includes revamping processes for how we do customer support, build product, report on data, and work with applicants as we grow our team. Much of this will be in the form of internal documentation, training and processes as required by GDPR.

## **Kalo's Role in GDPR Compliance**

It is important to note that Kalo is acting as a Data Controller within the realm of GDPR compliance:

*As a Data Controller, you are responsible for safeguarding the data of your customers as they interact directly with services integrated with Kalo.*

**Our Vendors / Sub-Processors**

Each of our Vendors / Sub-Processors will execute agreement to ensure compliance under the EU GDPR requirements.