Idox Data Management Tool
Helping customers to manage their data for GDPR

With the GDPR implementation date fast approaching, we know our customers are well into reviewing their processes and making the necessary steps to ensure compliance.

What does it mean for you?

The two GDPR considerations relevant to your software:

» **The need to remove personal and case data from databases when there is no longer a need to hold it**

» **The need to obtain consent for holding personal data where no other basis for holding it exists**

Meeting these requirements manually for historic data – and then on an ongoing basis for all data held in your systems – will be both time-consuming and complex.

How can we help?

As software and data management specialists, our case and document management solutions are already compliant under the new regulations – you can delete data as and when you need to.

But, we know when it comes to bulk data management – and your requirements under GDPR – you need speed and efficiency to continue to control your operations effectively.

Our new Idox Data Management Tool is a powerful but simple solution that sits alongside your Idox software to support efficient, ongoing mass data management.
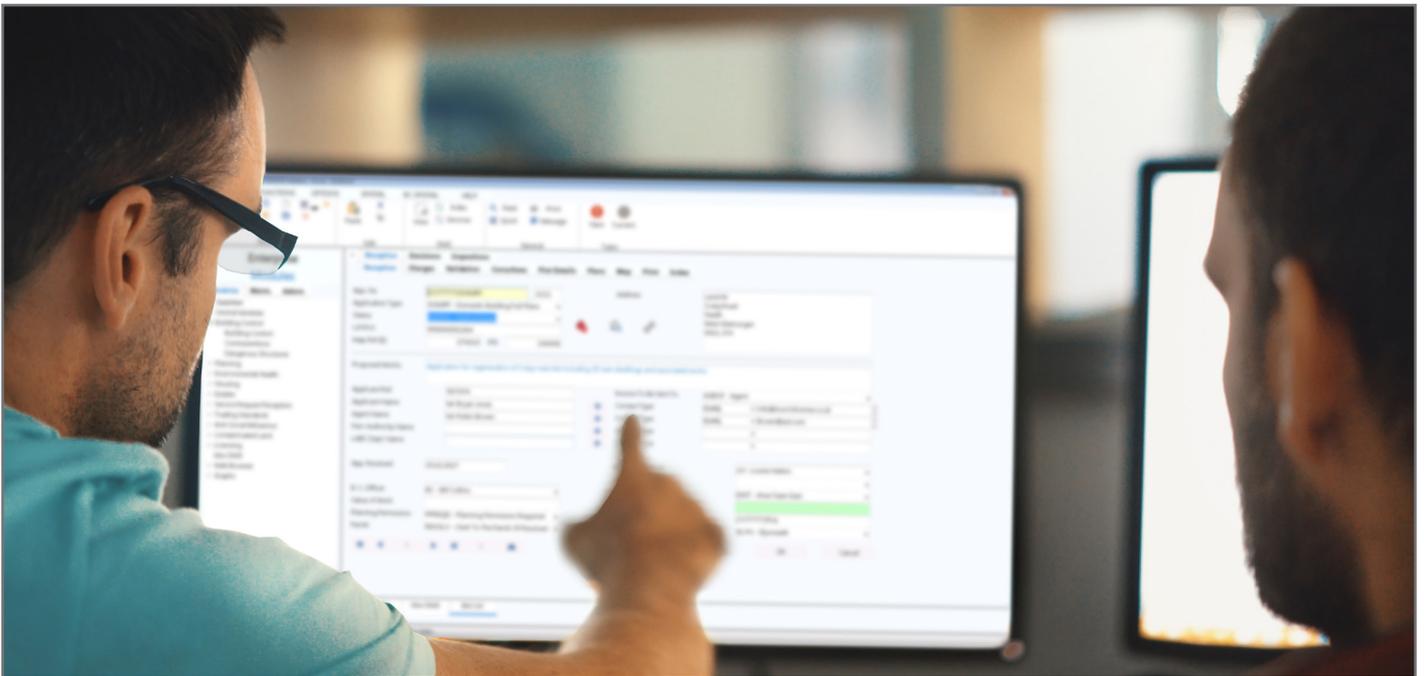
What is the solution?

The Idox Data Management Tool:

» Supports you in dealing with historic data more efficiently by providing bulk update and delete options;

» Coordinates the deletion or updating of thousands of records at once – using 'rules' defined by you, in accordance with your authority's data policies;

» Allows you to construct and define multiple data management rules to automate future data deletion and overwrites – you specify the what and the when;

» Provides a preview of all records selected by your rules to guarantee accuracy and manage exceptions prior to any action being taken;

» Supports data capture consent for Idox public-facing software, allowing you to have proof of citizen consent for all records; and

» Exports and imports rules to and from other local authorities, allowing you to work with others to implement common policies.

What are the key benefits?

» **Swiftness:** instantly-effective data management tool that works alongside your existing software

» **Efficiency:** cost-efficient and rapid implementation, requiring no down-time and minimal training

» **Speed:** delete or overwrite thousands of records at one time saving time, resource and money

» **Customisation:** create data management 'rules' that align with your authority's data retention policies for a truly tailored service

» **Durability:** define ongoing scheduling criteria for your records, saving time and ensuring automated compliance in the future where it's no longer relevant to store personal or sensitive data for processing the case, task or activity for which you received that data

» **Security:** use the preview feature as a safety measure to view all records before any action is taken, and benefit from an audit trail of activity

Keen to find out more?

To find out more about our Data Management tool and how it can complement your existing services, please contact your Account Manager, or email **marketing@idoxgroup.com**

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