

Questionnaire for Checking International Data Transfers

Company/Data Controller
[Insert Name]

Receipt stamp DPA

1 Transfer of Personal Data to the U.S.

1.1	Do you transfer personal data to the U.S.?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.2	If you answered yes to question 1.1.: Does this concern employee, customer and/or other personal data?	<input type="checkbox"/> customer data <input type="checkbox"/> employee data <input type="checkbox"/> other data, namely _____
1.3	On which legal grounds is the data currently transferred to the U.S.?	<input type="checkbox"/> Safe Harbor <input type="checkbox"/> EU – US Privacy Shield <input type="checkbox"/> Standard Contractual Clauses <input type="checkbox"/> Standard Contractual Clauses with supplementary clauses or amendments <input type="checkbox"/> Individual Contract <input type="checkbox"/> BCR <input type="checkbox"/> Consent <input type="checkbox"/> other _____
1.4	In case of data transfers on the grounds of the Privacy Shield framework: Did you ensure that the data recipient has a valid Privacy Shield certification?	<input type="checkbox"/> Privacy Shield List of the U.S. Department of Commerce <input type="checkbox"/> declaration of the data recipient

2 Transfer of Personal Data to other non-EU countries

2.1	Do you transfer personal data to countries outside of the European Union/EU and the European Economic Area/EEA other than the U.S.?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.2	If you answered yes to question 2.1: To which countries in particular is the data transferred?	
2.3	Does this concern customer, employee and/or other personal data?	<input type="checkbox"/> customer data <input type="checkbox"/> employee data <input type="checkbox"/> other data, namely _____
2.4	On which legal grounds is the data transferred?	<input type="checkbox"/> The European Commission has validated per decree that the country has an adequate level of data protection <input type="checkbox"/> Standard Contractual Clauses <input type="checkbox"/> Standard Contractual Clauses with supplementary clauses or amendments <input type="checkbox"/> Individual Contract <input type="checkbox"/> BCR <input type="checkbox"/> Consent <input type="checkbox"/> other

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3 Varieties of Data Transfers to non-EU countries (including the U.S.)

3.1	Do you transfer personal data to data controllers or data processors outside the EU or the EEA?	<input type="checkbox"/> data controllers <input type="checkbox"/> data processors <input type="checkbox"/> neither
3.2	Do you transfer personal data to companies which are part of the same group (e.g. a parent company/subsidiary or affiliated company) in countries outside of the EU or the EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.3	Do you use remote maintenance services (also) from countries outside of the EU or the EEA, which in the course allow the service provider to access personal data (e.g. customer or employee data)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.4	Do you use support services (also) from countries outside of the EU and the EEA, which allow the service provider to access personal data (e.g. customer or employee data)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.5	For purposes of travel management for your employees, do you use services (also) from countries outside of the EU or EEA and therefore transfer personal data to the commissary?	<input type="checkbox"/> Yes <input type="checkbox"/> No If services (e.g. a Cloud Service) of external providers are used, which are used in particular?
3.6	For purposes of customer relationship management or marketing services , do you use services (also) from countries outside of the EU or the EEA and therefore transfer personal data to the commissary?	<input type="checkbox"/> Yes <input type="checkbox"/> No If services (e.g. a Cloud Service) of external providers are used, which are used in particular?
3.7	For purposes of personal recruiting / applicant management / skill databases , do you use services (also) from countries outside of the EU or EEA and therefore transfer personal data to the commissary?	<input type="checkbox"/> Yes <input type="checkbox"/> No If services (e.g. a Cloud Service) of external providers are used, which are used in particular?
3.8	Do you use cloud storage solutions of external providers, which in the course transfer personal data to countries outside of the EU or EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which cloud storage solutions are used?
3.9	Do you use email or newsletter services from external providers, which in the course transfer personal data to countries outside of the EU or EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which services are used? _____
3.10	Do you use cloud office solutions of external providers, which in the course transfer personal data to countries outside of the EU or EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which cloud office solutions are used? _____

3.11	Do you use collaboration platforms (such as chat or messaging programs, video conference services, document exchange systems or wiki solutions) of external providers, which in the course transfer personal data (e.g. employee data) to countries outside of the EU or EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which platforms are used? _____
3.12	Do you use so called ticketing or support services of external providers for processing customer inquiries, which in the course transfer employee and/or customer data to countries outside of the EU or EEA?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which services are used? _____
3.13	For the purpose of quality management, risk management or compliance , do you use services, which in the course transfer employee and/or customer data to countries outside of the EU or EEA (e.g. ethics- /compliant-hotline)?	<input type="checkbox"/> Yes <input type="checkbox"/> No Which services are used? _____
3.14	Do you use any other services of an external provider , that was not expressly mentioned in the questions 3.3 to 3.13, which in the course transfer personal data to countries outside of the EU or EEA? If so, please name the type of service that is being used.	<input type="checkbox"/> Yes <input type="checkbox"/> No Which services are used? _____

4 Data Protection Officer

4.1	Has your company appointed a data protection officer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2	If you answered yes to question 4.1: Was your data protection officer involved in any assessment of the lawfulness of the international data transfers?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.3	If you answered no to question 4.2: Why was he/she not involved?	<input type="checkbox"/> Yes <input type="checkbox"/> No

We confirm the correctness the above answers.

Date

Company management

(where applicable)
data protection officer

If the place for answering questions in the dedicated fields is insufficient, please add an additional page referring to the relevant question by its number.