

WILEY

Wiley and GDPR

Providing Solutions to your Authorized Partner that you can trust.

In April 2016, after much deliberation, the EU Parliament passed the General Data Protection Regulation (GDPR). This new set of regulations will go in to effect on 25 May 2018 and replace the Data Protection Directive 95/46/EC. GDPR is intended to strengthen and unify data protection for all individuals within the European Union (EU). With hefty penalties at stake, we recognize the importance of readiness for our Authorized Partners and Clients.

Wiley is committed to comply with GDPR. We have gone to great lengths to ensure that we are able to satisfy the requirements of GDPR and the rights of data subjects. To prepare, we have committed significant time and resources on GDPR readiness activities, partnered with our data privacy partner, TrustArc, to identify gaps in our processes and platforms, appointed a Data Protection Officer specific to Wiley's assessment and digital learning business, and are educating our colleagues and Partners about GDPR and what it means to our industry.

ROLES

Part of GDPR includes definitions of different roles and their responsibilities: Data Controller, Data Processor, and Data Subprocessor. In most Authorized Partner engagements, here is how GDPR roles are applied and what they entail:

Data Controller = Client organization

The controller is the natural person or legal

entity that determines the purposes and means of the processing of personal data (e.g., in collecting, using and processing an employee's or job candidate's personal data, the employer is considered to be the controller).

As a data controller, the organization is responsible for all personal data they have access to for individuals in the EU. As such, the data controller may be required to appoint a Data Protection Officer to ensure that the organization (and their data processors) is in compliance with GDPR.

Data Processor = Your Authorized Partner

A natural person or legal entity that processes personal data on behalf of the controller (e.g., a consultant acting on behalf of its client) is considered to be a processor. Authorized Partners are usually involved in processing the data, including the use of EPIC or Profiles Assessment Center platforms for user assessment and report delivery.

As data processors, Wiley Partners are responsible for ensuring that conditions specified in Data Processing Agreements are met. This applies to user data stored in electronic or printed PDF reports, emails, spreadsheets, other online services, paper files, etc.

Data Subprocessor = Wiley

Wiley provides the platforms in which Client employees or job candidates complete



assessments. Wiley is a third-party data processor, engaged by your Authorized Partner, so in these cases, Wiley is usually operating a data subprocessor.

As data subprocessor, Wiley is responsible for protecting data and securing the rights of any individual whose data we have access to.

DATA PROCESSING AGREEMENTS

If you wish to execute a Data Processing Agreement (DPA) with your Authorized Partner, Wiley can provide an agreement template. The Wiley DPA template includes your Authorized Partner's obligations, information about subprocessors, how requests of data subjects will be handled, what should happen if there is a data breach, rights of audit, and details about data processing with your organization. The DPA also includes Information Security requirements, Physical Security, Administration Security and Information Security Incident Management requirements.

In turn, Wiley enters into a DPA with your Authorized Partner, meeting one of our obligations as a data subprocessor, and helping to ensure that you are GDPR compliant.

EU/US DATA PRIVACY SHIELD AND TRUST ARC

Data privacy has always been a top priority for Wiley. That's why our platforms were among the

first to be EU-US and US-Swiss Privacy Shield certified. Wiley uses TrustArc as a third-party assurance partner for certification in Privacy Shield and has engaged them to support our GDPR readiness program. TrustArc is a recognized leader in privacy compliance, with expertise developed over the past two decades in dealing with customers and partners utilizing numerous technology platforms.

ADDITIONAL CONSIDERATIONS AND RECOMMENDATIONS

GDPR compliance requires awareness and effort on the part of all parties that store or process EU user data. Wiley is committed to doing its part to be in compliance and to raise general awareness about privacy regulations among its Authorized Partners and their Clients. Due to the diversity of business relationships and the often unique nature of individual Partner service offerings, the information provided here does not attempt to address specific cases. In addition, various countries and regions have supplemental and more stringent regulations that may increase Partner and Client responsibilities beyond those outlined in core GDPR requirements. For these reasons, Wiley strongly encourages our Partners and their Clients to work with local legal advisors to ensure compliance with GDPR and any other applicable laws and regulations governing data privacy and security.

