

CROSS-BORDER DATA TRANSFER

Are there any restrictions on transferring personal data and how can these be overcome?

Cross-border data transfers affect all organizations that engage online IT services, cloud-based services, remote access services and global HR databases. Understanding the applications of lawful data transfer mechanisms is essential to validate recipients located outside the European Union (EU) and the European Economic Area (EEA).

Data transfers typically include the following examples:

- personal data communicated over the telephone, by email, fax, letter, through a web tool or in person to a country outside the EU;
- IT systems or data feeds which lead to personal data being stored on databases hosted outside the EU;
- people/entities outside the EU being able to access or "see" personal data held in the EU; and
- the use of personal data by third parties through external solutions, e.g., outsourcing, offshoring and cloud computing.



First, it is important to note that the transfer of personal data to a third country or an international organization is possible. The transfer is legally allowed where the EU Commission has decided that the third country, a territory or one or more specified sectors within that third country, or the international organization in question ensures an adequate level of protection. A transfer based on a decision of adequacy shall not require any specific authorization.

In the absence of a decision of adequacy, the personal data transfer to a third country may take

place if appropriate safeguards are in place, and on condition that enforceable data subject rights and effective legal remedies for data subjects are available.

The GDPR enforced adequacy mechanisms that were already adopted in the previous Directive, such as:

- **Binding Corporate Rules (BCR):** personal data protection policies offer clear sets of rules for businesses engaged in a joint economic activity. They are adhered to by a controller or processor established in the EU territory for transfers of personal data to a controller or processor in one or more third countries.

The BCR must contain: privacy principles (transparency, data quality, security, etc.); tools of effectiveness (audit, training, complaint handling system, etc.); and an element proving that BCR are binding.

The BCR must be submitted to the data protection authority, and will be amended in collaboration with other data protection authorities. The entire approval process has no established timeframe.

- **Standard Contractual Clauses (SCC):** clauses that offer sufficient safeguards with respect to the protection of the privacy and fundamental rights and freedoms of individuals.

The EU Commission has so far issued two sets of standard contractual clauses for transfers from data controllers to data controllers established outside the EU, and one set for the transfer to processors established outside the EU.

The set “controller (EU) and processor (non-EU)” has been also used as the SCC for processors and sub-processors. The GDPR mentions the addition of new SCC for processors and sub-processors. Such clauses are not yet approved but there is a draft available for consultation.¹

The purpose of the SCC “is to facilitate the task of processors in the implementation of transfer contracts.” Therefore, each new contract must come with SCC. The SCC are not subjected to any authorities’ approval, the main reason why their content cannot be modified. If changes are made, the parties must submit the document for data protection authority approval.

While SCC generally work well for smaller companies and bilateral data sharing, they might not fit precisely where there is a complex web of processing, and the growth of affiliates abroad may lead to the need to put in place hundreds of SCC.

Adopting BCR and SCC allows organizations to harmonize practices relating to the protection of personal data within a group, avoid the need for a contract for each single transfer, communicate externally on the company's data protection policy, have an internal guide for employees with regard to personal data management, and make data protection integral to the way the company carries out its business.



HR Best Practices: For intragroup transfers (such as access from a subsidiary outside the EU), make sure to have at least one safeguard mechanism in place: BCR “Controller to Controller” or SCC signed with the concerned subsidiary. For cross-border data transfer with processors or sub-processors, make sure such collaborators have their own safeguard mechanisms in place.

The use of applications in the cloud frequently results in the international transfer of employee data. Personal data should only be transferred outside the EU when an adequate level of protection is ensured and access by subsequent entities remains limited to the minimum necessary for the intended purpose.

Last updated March 2019.

DISCLAIMER: The information contained in this form is for general information purposes only and is not intended to be a source for legal, or any other advice and should not be relied upon as such. This information is not intended to create, and the receipt of it by the reader does not constitute, an attorney-client relationship. Organizations or individuals receiving this document should always seek the advice of competent counsel in their home jurisdiction. Laws may change and The Ultimate Software Group, Inc. cannot guarantee that all the information in this form is current or correct. THE ULTIMATE SOFTWARE GROUP, INC. MAKES NO REPRESENTATION OR WARRANTIES WITH RESPECT TO THE ACCURACY OR COMPLETENESS OF THE DOCUMENT OR CONTENT AND SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES INCLUDING BUT NOT LIMITED TO ANY EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY, SUITABILITY, OR COMPLETENESS OF THIS INFORMATION. TO THE EXTENT PERMITTED UNDER APPLICABLE LAW, NEITHER THE ULTIMATE SOFTWARE GROUP, INC., NOR ITS AGENTS, OFFICERS, EMPLOYEES, SUBSIDIARIES, OR AFFILIATES, ARE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES (INCLUDING PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, LOSS OF USE OR PROFITS, OR BUSINESS INTERRUPTION), EVEN IF THE ULTIMATE SOFTWARE GROUP, INC HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, ON ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, STRICT LIABILITY, OR TORT, ARISING IN ANY WAY OUT OF THE USE OF OR INABILITY TO USE THIS INFORMATION. This document and the content are proprietary and confidential information of The Ultimate Software Group, Inc. No part of this document or content may be reproduced in any form or distributed to any third party without the written consent of The Ultimate Software Group, Inc. © 2019 The Ultimate Software Group, Inc. All rights reserved.

¹http://ec.europa.eu/justice/data-protection/article-29/documentation/opinion-recommendation/files/2014/wp214_en.pdf

PeopleDoc HR Compliance Assist

HR Compliance Assist helps companies manage compliance of their HR files and employees’ data with foreign laws and regulations. The HR Compliance Assist team works with an international network of lawyers to provide best practices on topics such as HR document retention, employee data privacy, electronic signature and electronic archiving.

HR Compliance Assist is available to customers of PeopleDoc by Ultimate Software, a leading HR Service Delivery provider. In 2018, PeopleDoc joined Ultimate Software, a leading provider of human capital management cloud solutions. Today, Ultimate serves approximately 4,500 customers with employees in 180 countries.

More information about PeopleDoc by Ultimate Software can be found at www.people-doc.com.



HR Compliance Assist

www.hrcomplianceassist.com - hrcomplianceassist@people-doc.com