

# GDPR checklist: 10 key features your archive storage platform must provide

Your archive storage platform must comply with the GDPR's requirements for handling personal data

The EU General Data Protection Regulation obliges organizations to comply with new requirements to safeguard and protect personal data. In addition to the collection and processing of personal data, organizational processes for storage and archiving must be addressed.

Our GDPR checklist enables a high-level assessment of an archival storage platform's ability to secure personal data and to fulfill the requirements of the GDPR.

**1. Delete function /  
Right to be forgotten**

Data can be irrevocably deleted  
 ▪ *Art. 17 GDPR*

**2. Retention Management**

Data can be deleted after a specified period of time  
 ▪ *Art. 5, Art. 25, Art. 30 GDPR*

**3. Multi-tenancy capability**

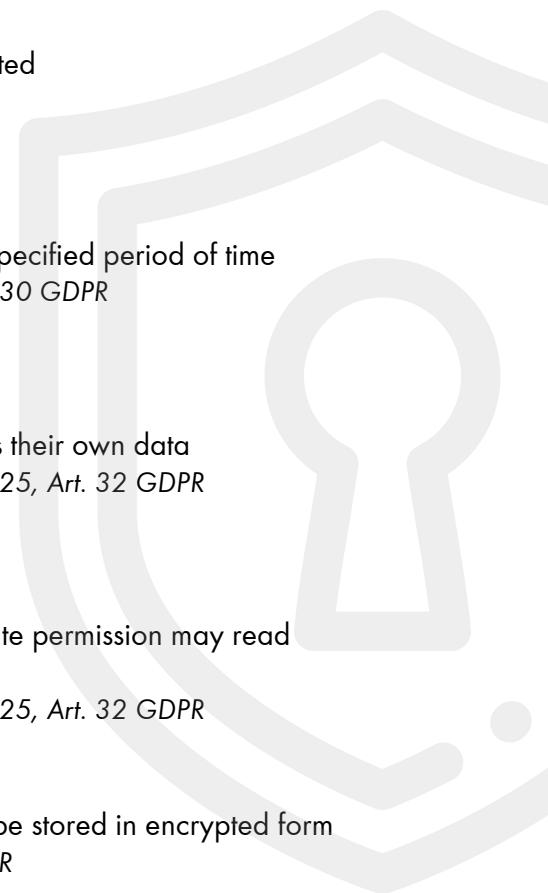
Business units can only access their own data  
 ▪ *Art. 5, Art. 24, Art. 25, Art. 32 GDPR*

**4. Role-based assignment of permissions**

Only users with the appropriate permission may read and/or edit data  
 ▪ *Art. 5, Art. 24, Art. 25, Art. 32 GDPR*

**5. Encryption**

Sensitive personal data must be stored in encrypted form  
 ▪ *Art. 5, Art. 32 GDPR*



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| <b>6. Authentication</b>            | Unauthorized access to data must be prevented <ul style="list-style-type: none"><li>▪ Art. 24, Art. 25 GDPR</li></ul>  |
| <b>7. Hashing</b>                   | The integrity of archived data must be ensured <ul style="list-style-type: none"><li>▪ Art. 5, Art. 32 GDPR</li></ul>  |
| <b>8. Logging</b>                   | Changes must be traceable to ensure full visibility into interventions and adjustments <ul style="list-style-type: none"><li>▪ Art. 5, Art. 24, Art. 30, Art. 33 GDPR</li></ul>  |
| <b>9. Replication and/or Backup</b> | Replications or backups must be possible to prevent data loss <ul style="list-style-type: none"><li>▪ Art. 32 GDPR</li></ul>   |
| <b>10. Hardware independence</b>    | Data lives longer than the hardware on which it is stored. A future-proof archive platform avoids hardware dependencies in order to respect personal data lifecycles <ul style="list-style-type: none"><li>▪ Art. 25, Art. 32 GDPR</li></ul> |

This checklist provides a selection of features that we believe you should be aware of when processing personal data with your archiving solution. Consider the checklist a high-level tool to assist in the pre-selection of a GDPR-compliant archival storage platform. This document cannot be considered to guarantee completeness or accuracy, or replace legal advice.

Find more information about GDPR-compliant data archiving here:

[www.gdpr-compliant-archiving.com](http://www.gdpr-compliant-archiving.com)

**iTernity GmbH**  
Heinrich-von-Stephan-Str. 21  
D – 79100 Freiburg  
info@iternity.com  
+49 761 590 34 810  
[www.iTernity.com](http://www.iTernity.com)