

Webarchive.io GDPR Compliance Document

Understanding GDPR

The General Data Protection Regulation (GDPR) is a comprehensive data protection law enacted by the European Union (EU) to strengthen and unify data protection for individuals within the EU and European Economic Area (EEA). Effective from May 25, 2018, the GDPR imposes obligations on organizations that process personal data of individuals in the EU, regardless of the organization's location. The regulation aims to give individuals greater control over their personal data while ensuring transparency and accountability in data processing activities.

Under the GDPR, personal data is defined as any information that can identify a natural person, directly or indirectly. This includes names, email addresses, IP addresses, and other data that can uniquely identify an individual. GDPR grants individuals several key rights, including the right to access their data, request its correction or deletion, and object to specific processing activities.

Organizations are required to implement stringent measures to protect personal data, including maintaining detailed records of data processing activities, ensuring data security, and conducting impact assessments where high-risk data processing is involved. Non-compliance with GDPR can result in significant fines, up to €20 million or 4% of the organization's annual global turnover, whichever is higher.

Webarchive.io is committed to ensuring full compliance with GDPR. This document outlines our approach to handling personal data in accordance with GDPR principles, including data collection, processing, security measures, and the rights of data subjects. We aim to provide transparency and foster trust with our users by adhering to the highest standards of data protection and privacy.

Webarchive.io's GDPR Compliance Framework

1. Data Controller and Processor Roles

Webarchive.io acts as both a data controller and a data processor, depending on the context of data handling:

- **Data Controller:** We determine the purposes and means of processing personal data, such as account creation, billing, and communications.
- **Data Processor:** We process data on behalf of users who upload content for archiving purposes. In such cases, users act as data controllers, and we process data according to their instructions.

2. Lawful Basis for Processing

Webarchive.io processes personal data based on the following lawful bases:

- **Consent:** When users explicitly agree to data processing, such as subscribing to newsletters or marketing communications.
- **Contractual Necessity:** To fulfill contractual obligations, such as providing access to our services.
- **Legal Obligations:** To comply with applicable laws and regulations.

- **Legitimate Interests:** For purposes such as improving our services, ensuring security, and preventing fraud.

3. Data Collection and Use

We collect and process the following types of personal data:

- **Account Information:** Name, email address, and login credentials for user account management.
- **Payment Information:** Billing details necessary for processing transactions securely.
- **Archived Content:** Data uploaded by users for archiving, stored securely and processed solely for providing the requested service.
- **Usage Data:** IP addresses, browser types, and activity logs for analytics and service improvement.

4. Data Subject Rights

Webarchive.io ensures that individuals can exercise their GDPR rights, including:

- **Right to Access:** Users can request a copy of their personal data.
- **Right to Rectification:** Users can request corrections to inaccurate or incomplete data.
- **Right to Erasure ("Right to be Forgotten"):** Users can request the deletion of their data under specific circumstances.
- **Right to Restrict Processing:** Users can request limitations on how their data is processed.
- **Right to Data Portability:** Users can request their data in a structured, machine-readable format.
- **Right to Object:** Users can object to processing based on legitimate interests or direct marketing.

Requests can be submitted via email at privacy@webarchive.io. We strive to respond promptly and within the legally mandated timeframe.

5. Data Retention

Webarchive.io retains personal data only for as long as necessary to fulfill the purposes for which it was collected or to comply with legal obligations. Archived content is stored according to the terms of the user's subscription plan.

6. Data Security Measures

We implement robust security measures to protect personal data, including:

- End-to-end encryption for data in transit and at rest.
- Access controls to restrict data access to authorized personnel.
- Regular security assessments and audits to identify and mitigate risks.
- Data backup protocols to prevent loss in case of system failures.

7. Third-Party Processors

We work with trusted third-party service providers to deliver our services. All third parties are vetted for GDPR compliance and are bound by strict data processing agreements to ensure they handle data securely and lawfully.

8. International Data Transfers

Webarchive.io operates globally, and personal data may be transferred to and processed in countries outside the EU/EEA. We ensure that such transfers comply with GDPR by using mechanisms such as Standard Contractual Clauses or other approved safeguards.

9. Data Breach Notification

In the event of a data breach, Webarchive.io will:

- Notify affected users without undue delay if the breach poses a risk to their rights and freedoms.
- Report the breach to the relevant supervisory authority within 72 hours of becoming aware, where required.
- Take immediate steps to contain and mitigate the breach.

10. Data Protection Officer (DPO)

Webarchive.io has appointed a Data Protection Officer to oversee GDPR compliance. The DPO can be contacted at dpo@webarchive.io.

11. Accountability and Documentation

We maintain detailed records of data processing activities, conduct regular GDPR training for staff, and perform Data Protection Impact Assessments (DPIAs) where high-risk processing is involved.

Contact Information

For questions about our GDPR compliance or to exercise your rights, please contact us:

Email: privacy@webarchive.io

Mailing Address: Webarchive.io, Ättehögsgatan 8A-B
416 74 Gothenburg

Commitment to Privacy

Webarchive.io is dedicated to protecting your personal data and ensuring compliance with GDPR. We continuously review and enhance our practices to maintain the highest standards of privacy and security.