



General Data Protection Regulation Compliance

November 18, 2025

Version 1.6

Preface

TeckChek, Inc.© (d/b/a, and hereinafter referred to as, IKM TeckChek) remains fully compliant with the General Data Protection Regulation (GDPR), originally effective May 25, 2018. This updated statement incorporates all 2024–2025 GDPR procedural and enforcement revisions, reaffirming our commitment to transparency, accountability, and the protection of personal data.

Overview of the GDPR

The GDPR is a comprehensive European Union (EU) regulation governing the collection, use, and safeguarding of personal data. It ensures that organizations process personal information lawfully, fairly, and transparently, while empowering individuals with control over their personal data. The 2025 updates introduce harmonized complaint-handling, improved cooperation among Data Protection Authorities (DPAs), and refined compliance standards for small and medium-sized enterprises (SMEs).

Core Principles of GDPR

- **Lawfulness, Fairness & Transparency:** Processing must be lawful, fair, and transparent.
- **Purpose Limitation:** Data is collected only for specific, legitimate purposes.
- **Data Minimization:** Collection is limited to what is necessary for those purposes.
- **Accuracy:** Personal data must remain current and correct.
- **Storage Limitation:** Data is retained only for as long as necessary.
- **Integrity & Confidentiality:** Appropriate security safeguards protect data integrity.
- **Accountability:** Organizations must demonstrate ongoing compliance with these principles.

Our Commitment

IKM TeckChek is committed to maintaining a robust and proactive data protection program that not only complies with GDPR but also anticipates evolving privacy standards. Our policies, training, and security frameworks are continually refined to reflect new regulatory expectations, industry best practices, and judicial interpretations.

Organizational and Policy Updates (2024–2025)

- **Data Protection Officer (DPO):** Our appointed DPO oversees all GDPR compliance, privacy risk management, and regulatory communication.
- **Cross-Border Cooperation:** Internal workflows align with the 2025 EU Procedural Regulation, supporting consistent coordination with supervisory authorities.
- **SME Adjustments:** IKM TeckChek maintains comprehensive processing records while implementing simplified documentation standards for non-high-risk processing.
- **Employee Awareness:** All employees complete annual privacy training updated with 2024–2025 rulings, including Article 82 compensation standards.
- **IKM TeckChek will cooperate promptly with Supervisory Authorities under the GDPR Procedural Rules (adopted 21 October 2025).**

- Where Personal Data is used in connection with automated decision-making or AI-based assessment tools, Processor shall ensure compliance with the transparency, risk-management, and human-oversight requirements under the EU AI Act.

Compliance Activities

IKM TeckChek has a consistent level of data protection and security across our organization. Our current GDPR compliance activities are summarized here.

Policies and Procedures

We maintain a comprehensive suite of internal policies governing data handling, access control, incident response, and vendor management.

- **Data Protection Impact Assessments (DPIA)**
While IKM TeckChek does not engage in large-scale or high-risk data processing, DPIA protocols are in place for new systems or product launches that may involve personal data.
- **Data Breach Response**
Our breach procedures ensure detection, assessment, and reporting of incidents within 72 hours, including communication with affected individuals and authorities.
- **International Data Transfers**
All transfers outside the EEA rely on EU Standard Contractual Clauses (SCCs), Transfer Impact Assessments (TIAs), and strong encryption safeguards.
- **Legal Basis for Processing**
We process data only where a valid legal basis exists - typically contractual necessity or legitimate interest - with documentation and transparency, in compliance with any successor UK data-protection legislation, including the Data (Use and Access) Act 2025.
- **Data Retention and Erasure**
Our retention schedules comply with data minimization principles. Data is deleted or anonymized when no longer required.
- **Consent Management**
Consent is explicit, informed, and recorded. Withdrawal can be exercised through our platform or via the DPO.

Data Subject Rights

IKM TeckChek defines “data” as: Client Test Administrator credentials as provided by our clients to access the IKM system, Test Taker credentials to complete scheduled assessments, and the result reports of scored assessments. Our clients own their Test Taker test data.

- **Explicit Consent**

IKM TeckChek has always had privacy disclosures and consent messages for Test Takers which outline how their personal data will be used. We also require the Test Taker to provide explicit consent, agreeing to take a test.

- **Right to Access**

IKM TeckChek product offerings allow the Client to log in at any time to view the data being stored within their account.

- **Right to be Forgotten**

Client data in IKM TeckChek product offerings will be anonymized or deleted upon receipt of a Client or Test Taker request to do so (except when we are required by law to retain data for compliance purposes).

- **Data Portability**

IKM TeckChek allows Clients to export their Test Taker profiles, if desired, for portability to another provider / service.

- **Data Protection**

IKM TeckChek has always, and will continue to, followed industry best practices for the safeguarding and protection of personal data and system data. These include technical security controls, physical and environmental controls, policy, and organizational controls, as well as ongoing auditing, vulnerability management, and ongoing risk assessments to help identify new threats.

In addition, IKM TeckChek provides easy-to-access information via our website's privacy policy about an individual's right to access any personal information that IKM TeckChek processes and to request information about themselves. We provide full disclosure of the items on the list below.

- What personal data we hold about an individual.
- What we do with the data.
- The categories of personal data.
- The recipients to whom the personal data has been/will be disclosed.
- How long do we intend to store an individual's personal data.
- If we do not collect the data directly from the individual, then information about the source is shared.
- The right to have incomplete or inaccurate data about them corrected or completed, and the request process for this.
- The right to request erasure of personal data (where applicable) or to restrict processing in accordance with data protection laws, as well as to object to any direct marketing from us and to be informed about any automated decision-making that we use.
- The right to lodge a complaint or seek judicial remedy and who to contact in such instances. Compensation for material or non-material harm (Article 82) refers.

International Transfers of EU Personal Data

Data for all IKM TeckChek products are stored and processed within the EU and the United States following defined controls and standards established by the Standard Contractual Clauses (SCCs) included in our DATA PROCESSING ADDENDUM (GDPR). All sub processors are vetted through due diligence, risk assessments, and ongoing monitoring to confirm GDPR compliance.

GDPR Data Protection Officer

IKM TeckChek has a designated Data Protection Officer (DPO). The DPO is responsible for promoting awareness of the GDPR across the organization, continued assessment of our GDPR compliance, identifying any gap areas, and implementing new policies, procedures, and measures (as required).

IKM TeckChek understands that continuous employee awareness and understanding is vital to the continued compliance of the GDPR. We plan to conduct an employee refresher training session annually, specifically geared towards the GDPR impact.

If you have any questions, please contact:

IKM TeckChek DPO - customerservice@ikmnet.com

IKM TeckChek European representative – customerservice_eu@ikmnet.com

Revision History

Date	Description	Revision	IKM Issues Tracker Ticket
5/15/2018	Document Creation	1.0	N/A – Document Creation
7/25/2018	Updated per Privacy Shield directive	1.1	N/A
11/8/2018	Updated to reflect Privacy Shield Approved Self Certification	1.2	N/A
8/25/2021	Updated to replace Privacy Shield compliance with Standard Contractual Clauses	1.3	N/A
3/3/2022	Updated Contact Information	1.4	N/A
8/31/2023	No Updates	1.5	N/A
11/18/2025	Updated email address and revised for 2024–2025 GDPR Enforcement Updates	1.6	N/A