

SaaS GDPR Checklist

Product, contracts, vendors and customer evidence

This checklist helps product, security and sales teams prepare the evidence commonly requested by European customers.

1. Product and data

Collection, import, support, logs, backup and deletion flows mapped

Preuve / note :

Controller and processor roles assessed by purpose

Preuve / note :

Test data minimised or synthetic

Preuve / note :

AI and analytics features inventoried

Preuve / note :

2. Contracts

Article 28 DPA prepared

Preuve / note :

Instructions and purposes defined

Preuve / note :

Rights, breach and DPIA assistance described

Preuve / note :

Audit and termination addressed

Preuve / note :

Subprocessor list published or available

Preuve / note :

3. Hosting and transfers

Hosting, backup, support and administrator countries known

Preuve / note :

Transfer mechanism documented

Preuve / note :

TIA and supplementary measures prepared where needed

Preuve / note :

Location changes subject to review

Preuve / note :

4. Security and operations

MFA and privileged access management

Preuve / note :

Encryption and key management documented

Preuve / note :

Logging, backups and continuity tested

Preuve / note :

Incident process and customer channel defined

Preuve / note :

Retention and deletion operational

Preuve / note :

5. Sales evidence

Security and GDPR questionnaire approved

Preuve / note :

Readable data-flow diagram

Preuve / note :

Control summary available

Preuve / note :

DPO and security contacts identified

Preuve / note :

Answers consistent with contracts and product reality

Preuve / note :

This checklist is not a certification or guarantee of compliance. Have conclusions validated by the appropriate qualified people.