

Your Data in OpenBlend

Last updated 19th August 2021

Background

OpenBlend is an employee centric performance management platform designed to support you to be the best version of yourself by enabling your manager to understand your key drivers. There are different sections that you fill in with information about yourself which is then available for others to view.

Much of the information in the OpenBlend platform is personal data which must be looked after in accordance with the GDPR. Under GDPR, your company is the “data controller” and OpenBlend is the “data processor”, operating under the direction of the data controller. The data controller is responsible for how your data is managed and for publishing a privacy notice. This data information sheet explains how the OpenBlend system works regarding visibility of data.

Types of Data in OpenBlend

Class of data	Types of data	Who else can see it	How the data can be seen	Source of the data
Login Data	<ul style="list-style-type: none">Your name, work email address, and company name	Your manager, your company's OpenBlend administrators (“admins”)	All data	Provided to OpenBlend by your company
	<ul style="list-style-type: none">A password (unless your company is using Single-Sign-On)	No-one apart from you can see this	Passwords are one-way encrypted before they are stored – just enough is stored so that when you type in your password again later, we can check that it matches the password you previously set	Entered directly by you
	<ul style="list-style-type: none">The connection between you and your direct line manager	Your manager, senior managers, and admins		Provided to OpenBlend by your company
	<ul style="list-style-type: none">The role(s) you have within the OpenBlend platform (e.g. employee / manager / administrator)	Your manager, and admins	All data	Provided to OpenBlend by your company
	<ul style="list-style-type: none">Calendar appointments for discussions between you and your manager	Your manager, and admins	All data	Entered by you or your manager
Demographic Data	<ul style="list-style-type: none">Basic personal details about you - age bracket, gender, whether you have dependants, job function, salary bracket,	Your manager, senior managers, and admins	All data	Entered directly by you or provided to OpenBlend by your company

	approximate duration of journey to work			
Wellbeing and Blend	<ul style="list-style-type: none"> Your own subjective well-being ratings – happiness, confidence, ability to manage stress (your “Wellbeing”) 	You manager (or manager connections*)	All data	Entered directly by you
		Senior managers and admins	Can only see average Wellbeing data across groups of at least 3 people	
	<ul style="list-style-type: none"> The combination of elements relevant to your life at work or outside work that are important to you and that you wish to discuss with your manager (your “Blend”) 	You manager (or manager connections*)	All data	
		Senior managers and admins	Can only see average Blend data across groups of at least 3 people	
Performance Data	<ul style="list-style-type: none"> Objectives and actions and the progress you make working on them including notes made during performance discussions Performance evaluation questionnaire responses 	You manager (or manager connections*), senior managers and admins	All data	Entered by you or your manager
Feedback Data	<ul style="list-style-type: none"> Information provided by your colleagues about you in response to a request for feedback Information you provide giving feedback on your colleagues 	Who the feedback is about, the sender of the feedback (one of these two will be you), your manager, senior managers and admins	All data	Entered by you

* “manager connections”: If you wish (and if this capability has been enabled by your company), you can initiate an “OpenBlend session” with a manager in your company who is not your line manager – this person is your “manager connection”. Such sessions are called “connection sessions”. During a connection session, your “manager connection” has the same visibility of your data as your manager.