

desk.ly in harmony with employee protection & data privacy

desk.ly offers a legally secure foundation for the transformation to hybrid work, while protecting the interests of your employees.



Support instead of supervision

desk.ly is purely a organizational tool. It is designed for efficient resource planning and is not an instrument for monitoring employee behavior or performance.

- ✓ **No performance monitoring:** The system does not record productivity data, keystrokes, or login times.
- ✓ **Purpose limitation:** Data is used exclusively for resource planning and management to prevent space bottlenecks.



Fairness & equal opportunity

To prevent conflicts over “high-demand” desks, desk.ly offer a neutral, rule-based system:

- ✓ **Needs-based booking rules:** Define priorities for teams with specific requirements (e.g., accessibility, specialized hardware, or dedicated team zones).
- ✓ **Targeted zone & building control:** Use user groups to precisely manage who is authorized to book in specific building wings or floors.
- ✓ **Prevention of misallocations:** Through the (optional) check-in requirement, you ensure that unused desks are automatically released back to the general pool.



Data privacy & anonymity

We adhere to the highest security standards to protect the personal rights of your employees.

- ✓ **Server location Germany:** All data is stored in ISO-certified data centers in Germany (Frankfurt) via Amazon Web Services, with backup servers located in the EU.
- ✓ **GDPR compliance:** We provide all necessary documentation (DPA, technical and organizational measures) to expedite the review process by your Data Protection Officer.
- ✓ **Strict separation of analytics and personal data (Privacy by Design):** Space utilization reports (Analytics) are strictly aggregated at all times (e.g., "Occupancy on Floor 3 is at 70%").

For site managers, analysts or executives, it is technically impossible to trace data back to the booking behavior of individuals. By default, personal booking histories are automatically and irreversibly anonymized after a maximum of 90 days. During this 90-day period, access to individual data is strictly limited to system administrators via a role-based access control model, solely for the purpose of technical troubleshooting.

Upon explicit request (e.g., when an employee leaves the company), personal data is, of course, deleted immediately.

Conclusion: desk.ly protects the interests of your employees while supporting the transformation to hybrid work. Data is used for resource planning, analytics are always aggregated, and personal booking data is automatically anonymized after a maximum of 90 days. This is privacy by design.

