

AI PRIVACY AND CONFIDENTIALITY NOTICE

INTRODUCTION

This notice gives you information on how Dechert (“we”, “us”, “our”) protects your personal data in our use of the AI Tools we have designed. This notice is supplemental to our Data Protection Privacy Notice which you can view [here](#).

IMPORTANT INFORMATION ON GPT TECHNOLOGY

Our AI Tools use generative pre-trained transformer language models known as GPT-3.5 and GPT-4 (the “language models”). The language models use a variety of techniques to generate human-like text based on prompts and messages from users and the large dataset the language models were trained on. The language models were developed by OpenAI with investment from Microsoft and on condition that Microsoft could license the use of the language models on its Azure OpenAI Service. We have developed our AI Tools from our license with Microsoft. However, none of the data that the AI Tools process will be available to OpenAI or used to improve OpenAI or Microsoft’s products. We may also use other models on the Azure OpenAI Service besides GPT-3.5 and GPT-4. For more information on data privacy and security of the Azure OpenAI Service that we use to access the AI Tools please visit Microsoft’s data privacy page [here](#).

IMPORTANT INFORMATION ON OUR AI TOOLS

Our AI Tools are each designed for a specific function. For example, we have a chatbot which scans PDF documents uploaded to the tool and can answer questions related to those documents. Another example of our AI Tools is a chronology builder that extrapolates a detailed chronology of events from PDF documents. Our AI Tools assist us to deliver efficient and effective legal services.

Personal data may be contained within the documents uploaded to our AI Tools. We are a data controller of your personal data when it is processed while using our AI Tools and Microsoft is a data processor. We have a signed agreement in place with Microsoft to ensure that your personal data is protected. Users of our AI Tools know to process personal data in accordance with the GDPR and our various data protection policies.

DATA PRIVACY OF MICROSOFT’S AZURE OPENAI SERVICE

Microsoft logs the data processed by the Azure OpenAI service for 30 days to review prompts for abuse of their terms of service. However, Microsoft have accepted our application to opt-out of the logging and review process. Microsoft cannot access the data that is processed by our AI Tools. This means that your personal data is secure and can only be accessed by us. For more information please refer to Microsoft’s data privacy page [here](#).

CLIENT CONFIDENTIAL DATA

We will sometimes process client confidential data when using the AI Tools. Users adhere to the highest standards of confidentiality and have internal policies and training to ensure compliance. Your client confidential data will only be accessible by us while we use the AI Tools. We have measures in place to prevent the use of your client confidential data in the AI Tools if you have prohibited the use of AI or language models in delivering legal services to you. If you request that we seek approval before using your client confidential data with the AI Tools, we will abide by such a request.

PERSONAL DATA PROCESSED BY THE AI TOOLS

HOW DO WE COLLECT PERSONAL DATA?

We will collect your personal data directly from you as a client.

WHY DO WE PROCESS PERSONAL DATA?

In most cases, we process your personal data using the AI Tools to improve the efficiency, quality, and speed of our business processes and for the purpose of providing legal services.

WHAT TYPE OF PERSONAL DATA DO WE PROCESS?

In using the AI Tools, we may process different types of personal data, such as but not limited to:

- a) contact personal data (e.g., full name, email address, telephone number, job title and company name).
- b) identification and background information (e.g., a client’s relationship with a juristic person).
- c) financial data (e.g., bank account details).
- d) various other types of personal data provided to us for the purposes of legal services.

In very rare circumstances we may process special category data, but we will ensure that we have the necessary lawful basis in place before doing so.

WHAT LAWFUL BASIS DO WE RELY UPON?

For this purpose, we rely on our legitimate interest in using the AI Tools. This legitimate interest is to improve the delivery of our legal services to you.

HOW DO WE USE PERSONAL DATA?

Where relevant, personal data will incidentally form part of any correspondence or documents that are uploaded to the AI Tools. In the provision of certain legal services such as employment, personal data will be the focus of using the AI Tools.

WHO DO WE DISCLOSE PERSONAL DATA TO?

Microsoft is the data processor; however, they are unable to access any of your personal data entered in the AI Tools. We have appropriate agreements with Microsoft to ensure that your personal data is protected, which you can view [here](#).