

# Data Processing Agreement

## 1. Parties

This Data Processing Agreement ("Agreement") is entered into by and between:

- **Controller:** [Controller Name], [Address]
- **Processor:** [Processor Name], [Address]

## 2. Subject Matter

The Processor shall process personal data on behalf of the Controller, in accordance with the terms set out in this Agreement.

## 3. Duration

This Agreement shall remain in effect for as long as the Processor processes personal data on behalf of the Controller.

## 4. Nature and Purpose of Processing

The nature and purpose of the processing is as follows:

- Description of processing activities.
- Specific purposes determined by the Controller.

## 5. Types of Personal Data

The following types of personal data shall be processed:

- Name
- Email address
- Contact information
- Other relevant personal data

## 6. Categories of Data Subjects

Data subjects may include:

- Employees
- Customers
- End users

## 7. Obligations of the Processor

- Process personal data only on documented instructions from the Controller.
- Ensure confidentiality.
- Implement appropriate technical and organizational measures.

## 8. Data Subject Rights

The Processor shall assist the Controller in responding to requests for exercising the data subject's rights.

## 9. Sub-Processors

The Processor shall not engage another processor without prior written authorization of the Controller.

## 10. Security

The Processor shall implement appropriate security measures to protect personal data.

## 11. Data Breach Notification

The Processor shall notify the Controller without undue delay after becoming aware of a personal data breach.

## **12. Return or Deletion of Data**

At the end of the provision of services, the Processor shall, at the choice of the Controller, delete or return all personal data.

## **13. Governing Law**

This Agreement is governed by the laws of [Jurisdiction].

## **14. Signatures**

Controller:

Processor:

Date: