

# Data Processing Terms

## Introduction

This document outlines the terms and conditions relating to the processing of personal data by the Parties.

## Definitions

- **Personal Data:** Any information relating to an identified or identifiable natural person.
- **Processing:** Any operation or set of operations performed on Personal Data, such as collection, storage, or deletion.
- **Controller:** The entity that determines the purposes and means of the processing of Personal Data.
- **Processor:** The entity that processes Personal Data on behalf of the Controller.

## Data Processing

The Processor shall process Personal Data only on documented instructions from the Controller, including with regard to transfers of Personal Data to a third country.

## Security Measures

The Processor shall implement appropriate technical and organizational measures to ensure a level of security appropriate to the risk.

## Sub-processors

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

## Rights of Data Subjects

The Processor, to the extent possible, shall assist the Controller in fulfilling its obligation to respond to requests by data subjects.

## Data Breach Notification

In the event of a personal data breach, the Processor shall without undue delay notify the Controller.

## Contact Information

Name:

Email: