



## A Note On 'You'

'You' and 'your' mean the Customer.

## Data Processing Annex

### 1 Subject Matter Of The Processing Of Personal Data

This Data Processing Annex sets out the details regarding how Customer Personal Data is Processed when providing the BT Consulting Service.

### 2 Duration Of The Processing Of Personal Data

BT or its Sub-Processor will Process the Customer Personal Data for the BT Consulting Service as set out in this Annex for as long as BT provides the BT Consulting Service and for as long as BT may be required to Process the Customer Personal Data in accordance with Applicable Law.

### 3 The Nature And Purpose Of The Processing Of Personal Data

- 3.1 Where BT is providing strategic, industry, technology, security or transformational advice, BT does not utilise your Personal Data beyond that used for on boarding and BT customer management purposes where BT is the Controller.
- 3.2 Where BT is engaged to provide professional services relating to the implementation or migration of a BT product or service, BT may control or use some limited personal information including your or your third party project related contacts.
- 3.3 Where BT is engaged to directly implement, maintain or optimise a BT or third party product or service, BT may Process on behalf of you a set of personal information including your or your third party contacts.

### 4 Types Of Personal Data and Categories of Data Subjects

- 4.1 The types of Customer Personal Data Processed by BT or its Sub-Processors or you may be:
  - 4.1.1 name;
  - 4.1.2 address
  - 4.1.3 telephone number;
  - 4.1.4 email address;
  - 4.1.5 job title;
  - 4.1.6 company name;
  - 4.1.7 contact records;
  - 4.1.8 skills;
  - 4.1.9 qualifications;
  - 4.1.10 usage records;
  - 4.1.11 identity management (user profiles);
  - 4.1.12 personnel activity; and
  - 4.1.13 call recordings.
- 4.2 The Customer Personal Data may concern the following categories of Data Subjects
  - 4.2.1 your employees; and
  - 4.2.2 your customers or third parties.