



## 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 Managed Privileged Account Security Service.

### 2 Duration Of The Processing Of Personal Data

BT or its Sub-Processor will Process the Customer Personal Data for the BT Managed Privileged Account Security Service as set out in this Annex for as long as BT provides the BT Managed Privileged Account Security Service to you 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

- 3.1.1 BT Managed Privileged Account Security Service is a third party software that is installed on your servers and allows you to manage administrative access to your critical systems, regularly change administrator passwords automatically and maintain an unalterable audit trail for any privileged operation.
- 3.1.2 BT will provide you with a service desk that will process personal information of any of your employees or users who contact the service desk, in order to provide service and billing support.
- 3.1.3 BT Managed Privileged Account Security Service will hold personal information, such as user IDs and passwords, for your critical systems that it is managing. This personal information will be stored within the third party software on your servers. BT will not be able to access this personal information.

### 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 will be:
  - 4.1.1 name;
  - 4.1.2 e-mail address;
  - 4.1.3 telephone number;
  - 4.1.4 job title;
  - 4.1.5 company name;
  - 4.1.6 user IDs;
  - 4.1.7 password;
  - 4.1.8 IP address; and
  - 4.1.9 MAC address.
- 4.2 The Customer Personal Data will concern the following categories of Data Subjects:
  - 4.2.1 your employees, directors and contractors; and
  - 4.2.2 any Data Subject (as controlled by you).