

### 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 Services under your agreement with BT.

### 2 Duration Of The Processing Of Personal Data

BT or its Sub-Processor will Process the Customer Personal Data for the One Phone Connect Service as set out in this Annex for as long as BT provides the One Phone Connect 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 BT Processes (hosts) any information that is generated by your use (or your employees', agents' or subcontractors' use) of the voice recording features, free text in directory and SMS messaging.

### 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 gender;
- 4.1.3 person record created date;
- 4.1.4 person record cease date;
- 4.1.5 e-mail Address(s);
- 4.1.6 postal Address;
- 4.1.7 phone Number;
- 4.1.8 contact Number;
- 4.1.9 associated Persons;
- 4.1.10 contact Notes from Calls;
- 4.1.11 other location data;
- 4.1.12 signatures;
- 4.1.13 bills / Invoices;
- 4.1.14 credit history;
- 4.1.15 card details;
- 4.1.16 bank account;
- 4.1.17 banker's Automated Clearance System (BACS) Info;
- 4.1.18 payment Card Industry (PCI) data;
- 4.1.19 income, Payment history;
- 4.1.20 bad or Disputed Payment Records;
- 4.1.21 tax information, social security, benefits information;

- 4.2 The Customer Personal Data will concern the following categories of Data Subjects:

- 4.2.1 your employees;
- 4.2.2 your customers or third parties; and
- 4.2.3 any Data Subject (as controlled by you).