

**Annex 1 –Processing Personal Data  
Authorised Processing Template**

1. The contact details of the Customer’s Data Protection Officer is:  
  
REDACTED INFORMATION
2. The contract details of the Supplier Data Protection Officer is:  
  
REDACTED INFORMATION
3. The Processor shall comply with any further written instructions with respect to processing by the Controller.
4. Any such further instructions shall be incorporated into this Annex.

<b>Contract Reference:</b>	CCCO19A24
<b>Date:</b>	<b>9<sup>th</sup> September 2019</b>
<b>Description Of Authorised Processing</b>	<b>Details</b>
Identity of the Controller and Processor	1.1 <i>Customer as Controller</i>  The Parties acknowledge that for the purposes of the Data Protection Legislation, the Customer is the Controller and the Supplier is the Processor in accordance with Clause 1.1.]
Subject matter of the processing	This agreement reflects the Parties’ commitment to abide by Applicable Data Protection Laws concerning the Processing of Company Personal Data in connection with supplier’s execution of the Agreement for LinkedIn Recruitment.
Duration of the processing	The agreement will become legally binding upon the Effective Date of the Agreement or upon the date that the Parties sign this agreement if it is completed after the effective date of the Agreement. Supplier will Process Company Personal Data until the relationship terminates as specified in the Agreement. Service Provider’s obligations and Company’s rights under this

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	Addendum will continue in effect so long as the Supplier Processes Company Personal Data.
Nature and purposes of the processing	Data will not be stored or processed on LinkedIn as job applications will happen on a third party website.
Type of Personal Data	Name, address, date of birth, NI number, telephone number, pay, images, biometric data, salary, employer, email address etc
Categories of Data Subject	Staff (including volunteers, agents, and temporary workers), customers/ clients, suppliers, patients, students / pupils, members of the public, users of LinkedIn, applicants, recruiters
	Data will not be retained on LinkedIn from applicants.

