**Annex A**

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| **Description** | **Details** |
| Identity of Controller for each Category of Personal Data | **The Parties are Independent Controllers of Personal Data**  *The Parties acknowledge that they are Independent Controllers for the purposes of the Data Protection Legislation in respect of:*   * *Business contact details of Supplier Personnel for which the Supplier is the Controller,* * *Business contact details of any* *directors, officers, employees, agents, consultants and contractors of Relevant Authority (excluding the Supplier Personnel) engaged in the performance of the Relevant Authority’s duties under the Contract) for which the Relevant Authority is the Controller,* * *Business contact details and personal data around AI maturity of Individuals undertaking training provision from the Supplier’* * *The supplier has responsibility for the personal data collected, stored and processed in order to provide anonymized reporting to the contracting authority.* |
| Duration of the Processing | *Data to be retained for processing for the duration of the contract and destroyed on contract closeout.* |
| Nature and purposes of the Processing | *The nature of the Processing is collection, structuring, storage and retrieval personal data related to reporting metrics for the training uptake followed by appropriate destruction of data on contract closure.*  *The purpose of the processing is to determine impact and performance metrics related to the delivery and uptake of training provided by the supplier. The supplier will then provide anonymized reporting based on the data collected to the contracting authority.* |
| Type of Personal Data | First Name, Last Name, Email address, Job Title, Organisation Name, Company postcode, Organisation size, Sector of operation of organisation (Construction, Creative Industries, Agriculture and Food Processing, Transport and logistics), Definition of organisation (AI adopter/AI developer), level of AI maturity of organisation.  Feedback responses on post training survey |
| Categories of Data Subject | Individuals undertaking training provision from the supplier. |
| Plan for return and destruction of the data once the Processing is complete  UNLESS requirement under Union or Member State law to preserve that type of data | *Data to be retained for duration of the contract and destroyed on contract closeout.* |