

Annex 1
Description Of Data Processing
Jitterbit EDI

PROCESSING DETAILS AND PURPOSE OF PROCESSING	
Data Controller(s)	Customer: contact information as set forth in the Agreement.
Data Processor	- Jitterbit, Inc. - Email Contact: dpo@jitterbit.com
Purpose and Nature of Processing	Jitterbit Harmony EDI: Customer may use the Jitterbit Harmony EDI features of the Jitterbit Platform to exchange transaction data with Customer selected EDI trading partners. In doing this Customer may configure Harmony EDI to transfer Customer Data between Customer and the Customer trading partner among selected Endpoints/ Data Sources. Transfers only occur amongst Jitterbit Harmony EDI and a Customer EDI trading partner based on Customer's configuration of the Jitterbit Platform. Jitterbit does not review or approve Customer selected EDI trading partners, the security or other settings Customer selects in processing Customer Personal Data via Jitterbit Platform.
Data Subjects	- Jitterbit Platform Users: who may be personnel of Customer, and may include current, past, and future customers, contractors and employees of Customer in the use of the Jitterbit Platform, receipt of Support Services or Professional Services, and in the administration of the Agreement. - Customer Data processed via Jitterbit Harmony EDI: information on data subjects contained within the electronic documents and messages Customer elects to exchange with selected EDI trading partners in using the Jitterbit Platform. - Any other data subject whose data is processed as part of the Jitterbit Platform usage including: (a) someone who is a party to a communication processed by the Platform; or (b) someone whose Personal Data are included in content to the extent such is hosted or transferred by Jitterbit on behalf of Customer.
Categories of Personal Data	- User Authentication Data. Customer may share employee and contractor business contact information with Jitterbit, as necessary for Jitterbit to administer and provision the Jitterbit Platform under the Agreement. This may include, but is not limited to, Jitterbit Platform and Support user login credential information, billing contacts, business contacts, legal notification contacts, enabling Customer to receive services provided by Jitterbit including Support Services or Professional Services. - Customer Data. Customer Data contains electronic data exchanged between Customer and Customer's selected EDI trading partners. Jitterbit may process and store Customer Data for Customer using the Jitterbit Platform based on Customer's configuration of the Platform and based on Jitterbit's performance of its obligations under the Agreement, including provision of Support and Professional Services.
Special categories of Personal Data	[if any] N/A

Nature and Purpose (s) of processing	Jitterbit will process personal information as specified in the provision of Platform access pursuant to the Agreement and any Order and as necessary for Jitterbit to (i) provide access to Jitterbit Harmony EDI, (ii) to extent contained in electronic data exchanged between Customer and Customer's selected EDI trading partners in Customer's use of the Jitterbit Platform (iii) perform Support, and Professional Services and (iv) to support, debug, and improve the Jitterbit Platform. Jitterbit will perform processing based on Customer configuration of the Jitterbit Platform and as described in the Agreement, the DPA, and to enable Jitterbit to comply with its obligations and exercise its rights under the Agreement, which may include the following processing activities: collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure, or destruction	
Processing Location(s)	Jitterbit EDI: Customer may select a single hosting region from amongst the available regions	
Frequency of transfer	Continuous / ongoing basis	
Data Retention Period	Customer Data is retained for the performance of Jitterbit obligations under the Agreement and unless otherwise required by law, is deleted within 90 days after the Agreement has expired or been terminated.	
Competent Supervisory Authority/Authorities	- EEA data subjects: Netherlands - UK data subjects: United Kingdom, ICO	