

Data Processing Agreement

Equalise Ltd (Company No. 16929587)
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Short-form Data Processing Agreement (DPA)

This short-form DPA sets out the key processing terms for workplace programmes delivered by Equalise. It is intended to be attached to, or referenced by, the main services agreement.

Controller	Client organisation (the employer)
Processor	Equalise Ltd
Subject matter	Delivery of workplace wellbeing and performance services and reporting
Duration	For the term of the services agreement, plus agreed retention period
Nature and purpose	Collection, analysis, reporting and support related to assessments and programme engagement
Types of personal data	Identity and contact details, programme engagement, assessment outputs, wellbeing related responses (as applicable)
Special category data	Health and wellbeing related data (as applicable)
Data subjects	Employees and workplace participants

Processor obligations

Equalise will: (a) process personal data only on the Controller's documented instructions; (b) ensure personnel are subject to confidentiality; (c) implement appropriate technical and organisational security measures; (d) assist the Controller with data subject requests and DPIAs where reasonably required; (e) notify the Controller without undue delay if a personal data breach is identified and provide timely support; (f) delete or return personal data at the end of the services, subject to agreed retention requirements; (g) make available information necessary to demonstrate compliance and allow reasonable audits by agreement.

Subprocessing

The Controller authorises use of subprocessors listed in the Subprocessor and Retention Schedule. Equalise will ensure subprocessors are bound by suitable contractual terms and will notify the Controller of material changes where required.

For the Controller

Name: _____

Title: _____

Signature: _____

Date: ____/____/____

For Equalise Ltd

Name: _____

Title: _____

Signature: _____

Date: ____/____/____