

# Subprocessors and Retention Schedule

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## Subprocessor List and Retention Schedule

This schedule lists key subprocessors used to deliver Equalise services and the default retention period for identifiable participant data.

Subprocessor	Purpose	Data location
Microsoft Azure	Hosting and storage for programme data	UK (UK West)
Microsoft Power BI	Reporting and dashboards for client insights	UK region (via Azure tenancy)
HubSpot	Enquiries, meeting bookings, communications (as applicable)	As configured by Equalise (confirm on request)
Hostinger	Website hosting (site content and enquiry routing)	As configured by Equalise (confirm on request)

## Default retention

**Identifiable participant data:** 12 months after programme end, unless a different period is agreed in writing with the client. At the end of the retention period, data is securely deleted or anonymised.

## Subprocessor changes

Equalise will update this schedule if subprocessors change and will notify clients of material changes where required.