

RoPA – Platform Services

Version	1.1
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Approved by	Management

This document is part of the data processor's records of processing activities pursuant to data protection legislation, cf. Article 30(2) of the [General Data Protection Regulation](#) (hereinafter "GDPR").

The record shall be available in writing and electronically. The format has been prepared by an external lawyer specialising in data protection law, is based on experience and [the Danish Data Protection Agency's guidance on records from August 2020](#).

CONTACT DETAILS OF THE PROCESSOR	
Article 30(2)(a)	Pleaz ApS Rovsinggade 68, 1st floor DK-2100 Copenhagen Ø CVR 41858761 Email: hello@pleaz.io
CONTACT DETAILS OF THE CONTROLLERS	
Article 30(2)(a)	The list of controllers (customers of the processor) is kept separately in the CRM system of the processor.
CATEGORIES OF PROCESSING ACTIVITIES	
Article 30(2)(b)	<p>Each of the data controllers has access to the data processor's fully developed cloud-based digital platform. The platform contains online videos with an instructor showing social wellbeing activities for the data controller's employees to perform during working hours.</p> <p>The data processor will collect, host, store, and use personal data for providing the SaaS.</p> <p>Personal information submitted through the platform will be used mainly, but not limited to, the following:</p> <p>Activating the use of the services available on the platform.</p> <ol style="list-style-type: none"> Sending the user email messages to remind them of relevant content on the platform or if specifically requested. Handling inquiries and complaints from the users regarding the platform. Verifying of compliance with the terms and conditions of use of our platform. Performing anonymous analysis of the use of the platform.



	<p>The basis for processing is Article 28(3) of the GDPR in the form of a data processing agreement with the customer, where it is assumed that the customer has secured a processing basis for the measures necessary to perform the customer's employees' access to the platform.</p> <p>A further description of the services is available in Appendix A to the standard data processor agreement of the processor or – as the case may be – in an individually agreed DPA with specific customers.</p>
TRANSFER TO THIRD COUNTRIES	
Article 30(2)(c)	<p>The list of third-country transfers is kept separately as Appendix B.1 to the DPA and is available in the Data Handling Security and Privacy part of Pleaz Trust Center, found on the following link: https://get.pleaz.io/resources/data-handling-security-and-privacy</p>
GENERAL DESCRIPTION OF SECURITY MEASURES	
Article 30(2)(d)	<p>There are three layers of the security description for the processing activities:</p> <ol style="list-style-type: none"> 1. Processing takes place in accordance with internal guidelines, guidelines and the IT security policy in force at any given time, which sets out the detailed technical and organizational security measures and principles for information security in general. 2. The security measures are described in general to the data controller (customer) in Appendix C.2 to the DPA or – as the case may be – in an individually agreed form with specific customers. 3. Processing carried out by sub-processors takes place in accordance with the security measures specified in the individual data processing agreements with each of such sub-processor.