

## Spanish General Terms and Conditions

Revision Date: 31 July 2023

These Spanish General Terms and Conditions ("Legal Terms") when incorporated by a Statement of Work or Order (each an "SOW") shall govern the Services (as defined below) and constitute the full agreement (collectively the "Agreement") between Customer and the Datasite entity ("Datasite") (each a "Party" and together the "Parties") named in the SOW. In the event of a conflict between the Legal Terms and any SOW, the SOW shall govern. Capitalized terms not defined within the Legal Terms are defined in the SOW.

### 1. Definitions

"Affiliate" means any entity that directly or indirectly controls, is controlled by, or is under common control with the Party executing this Agreement.

"Availability Guarantee" means the Content being available at least 99.5% of the time measured on a monthly basis.

"Annual Minimum Fees" are as defined in the applicable SOW.

"Classified Information" means any information or material, regardless of the form, which for reasons of national security, national defense, or foreign policy, has been specifically designated by a U.S. government or foreign government agency as requiring protection against unauthorized disclosure, including information classified pursuant to Executive Order 12958, as amended, or similar classification authorities.

"Confidential Information" means any information of a Party (including information obtained by a Party from one or more of its Affiliates) disclosed before or after the Effective Date, either directly or indirectly, in writing or orally, or by inspection of tangible objects which: (i) the disclosing Party identifies as confidential or proprietary; or (ii) reasonably appears to be confidential or proprietary to the disclosing Party or its Affiliates because of legends or other marking, the circumstances of its disclosure, or the nature of the information itself. Such information may include but is not limited to Content, Third-Party Data, the Services, the Website, any inventions, trade secrets, marketing plans, programs, source code, data and other documentation, customer and shareholder information, other information related to the business of the disclosing Party, and the terms and pricing of this Agreement. The term Confidential Information does not include: (i) information that was in the receiving Party's possession or was known to it prior to its receipt from the disclosing Party; (ii) information that is or becomes publicly available without the fault of the receiving Party; (iii) information that is or becomes rightfully available on an unrestricted basis to the receiving Party from a source other than the disclosing Party; (iv) Feedback; (v) Services Data; or (vi) information independently developed by the receiving Party.

"Content" means any document or file that is uploaded to the Website by or on behalf of the Customer.

"Credit" is the applicable credit set forth in the table provided in Section 7(b)(ii).

"Customer Administrator" means any User authorized by Customer to initiate and conclude Services, upload and manage Content, invite other Customer Administrators and Users (which may include third parties), and access reports.

"Customer Material" means any Content and Customer's trademarks and logos.

"Due Date" means the date the Customer receives an invoice from Datasite.

"Effective Date" is the date of Customer's signature unless otherwise defined in the applicable SOW.

"Feedback" means suggestions, improvements, comments, or other feedback regarding the Website or Services.

"Fees" mean (i) the fees set forth in any SOW; or (ii) charges for Services not specified in any SOW (including without limitation additional new service features), provided that Customer has approved any such additional Services and related charges in advance in writing.

"Hibernation Period" means any time during a Renewal Term, when the Customer's Administrator has requested a project to be placed in hibernation.

"Hibernation Administrators" means Customer Administrators appointed by the Customer during the Hibernation Period. No more than two shall be permitted.

"Intellectual Property Rights" means any and all: (i) rights associated with works of authorship, including copyrights, moral rights, neighboring rights, and derivative works thereof; (ii) trademark and trade name rights; (iii) trade secret rights; (iv) patents, design rights, and other industrial property rights; and (v) all other intellectual property rights (of every kind and nature however designated) whether arising by operation of law, treaty, contract, license, or otherwise, and together with all registrations, initial applications, renewals, extensions, continuations, divisions, or reissues thereof.

"Non-Datasite Applications" mean web-based, mobile, offline, or other software applications provided by Customer or a third-party which may interoperate with the Website.

"Order" means any Services provisioned or purchased using the Website.

"Renewal Term" is as defined in the applicable SOW.

"Scheduled Maintenance" means periodic maintenance on the Website for system upgrades and maintenance and as further defined in Section 7(a)(xi).

"Services" mean those services ordered by Customer under an SOW or Order and any related customer support.

“Services Data” means Content incorporated with or into similar information derived or obtained from other customers of Datasite that has been anonymized or aggregated to remove references to numerical values, addresses, locations, and personal data.

“Special Media” means all Content processed on the Website and not converted to PDF format because: (i) its inherent nature precludes it from conversion to a PDF; or (ii) Customer Administrator has designated it as a download-only file. Any examples of Special Media provided in any SOW are for representative example, illustration, and/or convenience purposes only and are not intended to be an exhaustive list of all types of Special Media.

“Taxes” means any taxes, levies, duties, or similar governmental assessments of any nature, including, but not limited to any sales, use, GST, value-added, withholding, or similar taxes, whether domestic or foreign, assessed by any jurisdiction, but excluding tax-based income, property or employees of Datasite.

“Term” is as defined in the applicable SOW.

“Third-Party Data” means any data, including but not limited to Content, User Data, made available on the Website (including through a Non-Datasite Application) that is owned by a third-party.

“Trial Services” mean beta or test services and such related documentation.

“Website” means collectively, those Datasite’ URLs, virtual data rooms (also referred to as projects), contents, and features provided to Customer through which Users access, process, store, upload/download, and communicate Content.

“Usage Data” means queries, logs, and other information about Customer’s or a User’s use of the Services, excluding Content.

“Users” mean those individuals authorized by Customer, and enabled by Datasite or Customer, to access Content on the Website.

“User Data” means information about or relating to Users.

## **2. Fees, Taxes, Billing Disputes.**

(a) Fees. Customer will provide all accurate “Bill-to” information reasonably necessary to issue an invoice. Customer shall pay to Datasite all Fees invoiced under this Agreement, including any Fees invoiced to Customer and any of its advisors in connection with the Services. Except as otherwise expressly specified herein or in the applicable SOW, all payment obligations are non-cancelable, and Fees paid are non-refundable. Any Annual Minimum Fees cannot be decreased during the relevant Term. All Fees are payable in the currency used or designated in the applicable SOW. On each one-year anniversary of the Effective Date of an SOW, Datasite may adjust pricing by an amount equal to the greater of: (i) six percent (6%); or (ii) the average of the monthly “All Items” Consumer Prices Index published by the UK Office for National Statistics for the 12 months immediately preceding the adjustment date.

(b) Payment. Unless otherwise specified in the applicable SOW and subject to Section 2(c) below, Customer shall pay to Datasite all Fees owing under this Agreement on the Due Date. Fees or amounts not paid by this date shall be considered past due. For any failure to pay past due Fees amounts or invoices, Datasite may accelerate Customer’s unpaid Fees for the full outstanding period of the Term and require immediate payment by Customer of such Fees and/or suspend Services until the outstanding amounts are paid in full. Interest may be added from the Due Date to all past due invoices up to the highest rate permitted under applicable law. If Customer intends for any Fees charged under this Agreement be paid by a third-party, then: (i) Customer will promptly notify Datasite in writing; (ii) Customer will provide all accurate information reasonably necessary to issue the invoice to the third-party via SOW, email or through the Website and work with Datasite to correct any problems or errors Datasite observes or discovers; (iii) payment of Fees from such third-party to Datasite will be due on the Due Date; and (iv) Customer will not be relieved of its obligations to pay those or any other Fees to Datasite. Payment of Fees shall not be conditioned upon completion of Customer on-boarding forms, purchase orders, or Datasite’s use of Customer’s billing and other portals. Datasite shall be under no obligation to use any billing portal. Datasite reserves the right to charge the Customer for any costs incurred to recover any amounts owed to it including, but not limited to, any debt recovery services or other third-party services, including but not limited to, reasonable attorneys’ fees.

(c) Payment Disputes. Notice of any disputed Fees, amounts, or invoices must be provided to Datasite via email sent to [billing@datasite.com](mailto:billing@datasite.com) not later than ten (10) days after to the Due Date otherwise it shall be deemed accepted. Notices must include details identifying the invoice by number and detailing the amounts in dispute. Upon receipt of the dispute notice, Datasite will determine in its sole discretion, whether the charges in dispute were correctly issued and notify Customer. If there has been an error, Datasite will work with Customer to correct the error and determine the outcome.

(d) Taxes. The Fees stated in any SOW do not include Taxes. Customer is responsible for paying all Taxes associated with its purchases hereunder. If Datasite has a legal obligation to collect Taxes for which Customer is responsible, Datasite will invoice Customer and Customer will pay the amount owing. If Customer is lawfully required to withhold any sums from an invoice, Customer must effect such withholding and remit such amounts to the appropriate taxing authorities, and ensure that, after such deduction or withholding, Datasite receives and retains, free from liability for such deduction or withholding, a net amount equal to the amount Datasite would have received and retained in the absence of such required deduction or withholding.

## **3. Ownership and Limited License.**

(a) Customer Ownership. As between the Parties, Customer shall have and retain all Intellectual Property

Rights in Customer Materials. Customer has sole responsibility for the accuracy, quality, legality, integrity, and appropriateness of all data, content, and information it, or any of its Users, provides to Datasite in conjunction with the Services. Customer hereby grants to Datasite a non-exclusive, irrevocable, fully paid-up, royalty-free, sub-licensable, worldwide right and license to reproduce, distribute, use, and display the Customer Materials to the extent necessary for Datasite: (i) to provide the Services to Customer; (ii) to create and use the Services Data, Feedback, and Usage Data for any purposes and (iii) for any other activities expressly agreed to by Customer.

(b) Datasite Ownership. As between the Parties, Datasite shall have and retain all Intellectual Property Rights in materials, documentation, methodologies, source code, processes, websites, applications, and software that Datasite uses for the purpose of providing the Website and Services, Feedback, Usage Data, and any and all derivatives, future enhancements, or modifications to the foregoing, however produced. No Intellectual Property Rights are granted to Customer under this Agreement or otherwise except as expressly set forth herein.

(c) Services Data and User Data. Without limiting any other rights set forth herein, during and after the Term, Customer agrees that Datasite may use, collect, and make derivatives of Services Data and User Data to develop, improve, support, and operate its products and services, and to create and offer new products and services.

#### **4. Warranties.**

(a) General Warranties. Each Party warrants that: (i) it has full power and authority to enter into and perform its obligations under this Agreement; (ii) this Agreement has been duly executed and constitutes a valid and binding agreement enforceable against such Party in accordance with its terms; (iii) it will comply with all laws applicable to the Party; and (iv) it will use up-to-date, generally accepted virus detection devices and procedures to reasonably ensure that any electronic data transmitted to the other Party will not contain a virus or other harmful component.

(b) Datasite Warranties. During the Term, Datasite warrants that: (i) the Services will be rendered using professional practices and in a competent and professional manner; and (ii) it has all necessary permissions, software licenses, and ownership rights to provide the Services. Customer must provide written notice to Datasite of any warranty claim. Such warranty shall apply only if the applicable Services have been used for their intended purpose and in accordance with the applicable documentation, this Agreement, and any and all applicable law. In the event of a breach of Section 4(b)(ii), Datasite may, in its sole discretion: (1) substitute substantially similar services; (2) procure for Customer the right to continue using the Services; or if (1) and (2) are not commercially reasonable, (3) terminate this Agreement and refund to Customer the Fees paid by Customer for the Services that were prepaid but not used. This section sets out Datasite's sole and exclusive liability, and Customer's sole remedy, with respect to any claim of infringement of Intellectual Property Rights.

(c) Customer Warranties.

(i) Customer warrants that it: (1) has obtained all permissions and consents, provided all relevant notices, or has established another legal basis required by law (as applicable) to transfer the Content and/or User Data so that Datasite may lawfully use and process the Content and User Data in accordance with this Agreement, the Data Processing Addendum when applicable, and in compliance with applicable data protection laws, including but not limited to, any data localization or data sovereignty laws or regulations; (2) will use the Services for the intended business purpose; (3) has delegated authority to its advisors and Customer Administrators to provide instructions in connection with the Services, and Datasite has no duty to verify such delegation, and may rely on such instructions; (4) will use reasonable efforts to provide Datasite with clear and legible copies of the Content in the best possible condition; (5) will cooperate with Datasite to correct any problems associated with the Content; (6) will comply with all economic sanctions laws and not take any action which would place Datasite in a position of non-compliance with any such economic sanctions laws; (7) will promptly report to Datasite any problems or errors it observes or discovers with the Content; and (8) will immediately notify Datasite in writing of all court orders it receives which may restrict the use, distribution, or disposition of any Content delivered to Datasite.

(ii) Customer additionally warrants that it will not: (1) use, nor permit any third-party to use, the Services in a manner which would give rise to civil liability; (2) engage in, nor assist, encourage, or authorize others to engage in, conduct which could constitute a criminal offense under any applicable law or regulation; (3) upload Content or use Non-Datasite Applications which reasonably could infringe, misappropriate, or otherwise violate any Intellectual Property Rights of any third-parties; (4) perform, nor permit or instruct any third-party to perform on its behalf, any code review, vulnerability testing, penetration testing, or any other network tests on the Website or Services, or attempt to gain unauthorized access to the Website, Services, or its related systems or networks; and (5) (except to the extent that must be permitted by law) attempt to, nor permit or otherwise instruct any third-party attempt to, reverse engineer, decompile, disassemble, create derivative works from, sell, market, transfer or otherwise seek to obtain: (A) any Third-Party Data (excluding Content), (B) the source code for the Website, or (C) any other software made available to Customer in connection with the Services.

(d) Disclaimer of Warranties. EXCEPT AS EXPRESSLY STATED IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, THE SERVICES, TRIAL SERVICES, AND WEBSITE(S) ARE PROVIDED AS-IS, WITHOUT ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, MERCHANTABILITY, OR THOSE ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE. THE ABOVE WARRANTIES DO NOT GUARANTEE THAT THE SERVICES WILL BE SECURE, PERFORM UNINTERRUPTED OR ERROR-FREE, THAT DATASITE WILL BE ABLE TO CORRECT ALL ERRORS, OR THAT THE SERVICES MEET CUSTOMER'S REQUIREMENTS. ANY SERVICES PROVIDED AND DATA MADE

AVAILABLE TO CUSTOMER (INCLUDING THIRD PARTY DATA) IN CONNECTION WITH THE SERVICES OR THIS AGREEMENT ARE NOT INTENDED TO PROVIDE, AND SHOULD NOT BE RELIED UPON, FOR LEGAL, TAX, FINANCIAL, INVESTMENT RECOMMENDATIONS, OR ANY OTHER TYPE OF ADVICE.

(e) Security Classified Information. THE SERVICES ARE EXPRESSLY PROHIBITED FROM BEING USED TO STORE ANY CLASSIFIED INFORMATION ON THE WEBSITE. ACCORDINGLY, DATASITE DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTY OF FITNESS FOR ACCESSING OR STORING ANY CLASSIFIED INFORMATION OR INFORMATION REQUIRING A SECURITY CLEARANCE AND DATASITE SHALL NOT BE LIABLE FOR ANY CLAIMS OR DAMAGES ARISING FROM OR RELATED TO THE USE OF THE SERVICES FOR SUCH INFORMATION.

## **5. Confidentiality.**

(a) Each Party shall: (i) hold Confidential Information of the other Party in confidence; (ii) not use any Confidential Information of the other Party for any purpose outside the scope of this Agreement and, if applicable, the Data Processing Addendum; (iii) take reasonable steps to maintain the confidentiality of all Confidential Information; (iv) only disclose Confidential Information: (1) to such Party's employees who have a need to know such information; or (2) for the purposes envisioned or intended under this Agreement. This Agreement expressly supersedes and replaces in its entirety any non-disclosure agreement executed by Datasite arising out of or in connection with this Agreement.

(b) If a Party is compelled by court order, subpoena, or other requirement of law to disclose Confidential Information, the Party will provide the other Party with prompt notice (unless such notice is prohibited) so that the Party may, at its option and expense, seek a protective order or other remedy.

(c) Upon termination of the Agreement, all Content uploaded to the Website by Customer shall be destroyed, or in accordance with the applicable SOW, returned to the Customer. Upon Customer's request, Datasite shall provide a certification of deletion or destruction of the Content. Customer must pay all invoices in full prior to the release of any Content under this section. Datasite shall not be obligated to immediately erase Content contained in an archived computer system backup made in accordance with its security or disaster recovery procedures, provided that such archived copy shall remain subject to the same obligations of confidentiality until destruction.

(d) All Content is stored at third-party hosting facilities within the European Economic Area unless otherwise requested by Customer. Customer acknowledges that Datasite's provision of the Services may involve the processing of personal data (as defined by applicable data protection laws) which may include Datasite sharing such personal data with Customer's advisors, its authorized third-party Users or as otherwise provided in the Agreement or the Data Processing Addendum. Customer has sole responsibility for ensuring that personal data it provides to Datasite for processing complies with applicable data protection laws. In addition to the obligations set forth, the Parties agree to the Data Processing Addendum attached to this Agreement.

## **6. Limitation of Liability.**

TO THE EXTENT PERMITTED BY ANY APPLICABLE LAW, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY NOR ANY THIRD-PARTY UNDER ANY THEORY OF RECOVERY, WHETHER BASED IN CONTRACT, IN TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), UNDER WARRANTY, OR OTHERWISE, FOR ANY PUNITIVE, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL LOSS INCLUDING: LOSS OF PROFITS, BUSINESS, GOODWILL, REPUTATION, OR OTHER LOSS RESULTING FROM BUSINESS INTERRUPTION ARISING FROM OR OTHERWISE IN CONNECTION WITH THIS AGREEMENT. UNLESS OTHERWISE STATED HEREIN, THE PARTIES AGREE THAT THE REMEDIES PROVIDED IN THIS AGREEMENT ARE EXCLUSIVE.

THE PARTIES AGREE, TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE TOTAL AGGREGATE LIABILITY OF EITHER PARTY UNDER ANY THEORY OF RECOVERY, WHETHER BASED IN CONTRACT, IN TORT, UNDER WARRANTY, OR OTHERWISE, SHALL NOT EXCEED THE TOTAL PRICE PAID BY CUSTOMER TO DATASITE UNDER THE APPLICABLE SOW FOR THE 12-MONTH PERIOD IMMEDIATELY PRECEDING THE FIRST EVENT GIVING RISE TO THE LIABILITY EXCEPT FOR BREACH OF SECTIONS 5(a) AND 5(d) WHERE THE TOTAL AGGREGATE LIABILITY OF EITHER PARTY SHALL NOT EXCEED FIVE HUNDRED THOUSAND EURO (€ 500,000).

THE LIMITATIONS OF LIABILITY SET OUT IN THIS SECTION 6 OF THE LEGAL TERMS SHALL NOT APPLY TO:

(a) FEES PAID OR PAYABLE BY CUSTOMER UNDER THIS AGREEMENT; (b) A BREACH OF SECTIONS 3(b) (DATASITE OWNERSHIP), 4(c) (CUSTOMER WARRANTIES), OR 9(d) (RESTRICTED PARTIES AND EXPORT LAWS) OF THE LEGAL TERMS; OR (c) DAMAGES TO THE EXTENT CAUSED BY FRAUD OR A PARTY'S WILLFUL MISCONDUCT OR GROSS NEGLIGENCE.

## **7. Hosting Terms.**

### **(a) Usage.**

(i) Website Management. By Customer's Administrators accessing the Website or using the Services, Customer agrees that these Legal Terms shall apply. Customer authorizes Datasite to act on any instructions reasonably believed by Datasite to be authentic communications from Customer, its advisors, or Customer Administrators with respect to the management of Customer's Website. Customer shall be responsible for monitoring its and its Users' use of the Services within the limits set out in the applicable SOW.

(ii) Obligations. Users must consent to the [Terms of Use](#) and acknowledge receipt of the [Privacy Notice](#) included in the Website which may be amended from time to time. Customer is responsible for the use of the Website

by any of its Users in compliance with this Agreement. Datasite retains the right to remove authorization and access of any User from the Services upon request of the employer of such User.

(iii) Go Live Date, Sandbox, Datasite Prepare. Prior to the Go Live Date, or if Customer elects to utilize the Sandbox (as described in the applicable SOW) or the Datasite Prepare offering, Customer agrees only to use such Services: (1) for the purpose of managing and distributing Content within the transaction team, including Customer's employees, agents, clients, and advisors in connection with an actual or proposed merger, acquisition, joint venture, or other transaction involving the sale or exchange of assets or voting securities; or (2) for such other purpose as expressly agreed to by the Parties in the applicable SOW. In respect of both (1) and (2), the Client agrees that the Content shall not be made accessible to any third-party other than Customer's agents, advisors, or clients. Datasite retains, in its sole discretion, the right to terminate the Services if suspension is necessary to avoid harm to Datasite or its business, or in the event Customer, or any of its Users, has violated this provision.

(iv) Continuation. When applicable, and upon Customer entering into a Renewal Term, Customer will be invoiced for all Content hosted at the Continuation rate. For any additional Content processed during the Renewal Term, Customer will be invoiced processing and hosting Fees at the Pricing and Continuation rates listed in the applicable SOW. Fees incurred during the Renewal Term will not be prorated.

(v) Redaction. Upon Customer replacing redacted Content with its original version on the Website, Customer will be charged for that replacement at the page, MB, or GB increments set for in the SOW.

(vi) Hibernation Period. During the Hibernation Period, the Customer acknowledges and agrees that: (1) only the Hibernation Administrator will be able to access, view, edit, and add Content within the project; (2) all other Users and Customer Administrators access will be withdrawn; (3) Hibernation Administrators will not be able to modify User permissions in any way; and (4) Customer will be charged at the Hibernation rates as listed in the applicable SOW for the duration of the Hibernation Period. Hibernation Administrators may terminate the Hibernation Period at any time with prior written notice to Datasite.

(vii) Third-Party Data. Customer acknowledges and agrees that: (1) Users will have access (including to view, download and query) to Third-Party Data and it is Customer's sole responsibility to evaluate and assume the risks related to sharing such Third-Party Data with Users; and (2) Datasite has no control over, and no liability whatsoever, for any acts or omissions of any User with respect to Third-Party Data. Customer shall comply with any and all applicable terms of service for any Third-Party Data. If Customer receives notice, including from Datasite, that Third-Party Data may no longer be used or must be removed, modified, or deleted to avoid violating applicable law, third-party rights, or this Agreement, Customer must promptly do so and provide Datasite written confirmation of such.

(viii) Trial Services. Datasite may make Trial Services available to Customer. Any Trial Services shall be provided "As Is" and without any guarantee or warranty of any kind, express or implied. All confidentiality and ownership rights applicable to Services generally under this Agreement, and all Customer obligations concerning the Services and Content hereunder, shall also apply equally to Customer's use of Trial Services. Datasite reserves the right to discontinue the Trial Services at any time in its sole discretion and may never make them generally available. Datasite shall have no liability for any harm or damage arising out of or in connection with the Trial Services. The provision of any Trial Services to Customer may be subject to additional terms and conditions.

(ix) Integration with Non-Datasite Applications. The Website may contain features designed to interoperate with Non-Datasite Applications. Datasite does not warrant or support Non-Datasite Applications, nor can it guarantee the continue availability of such features. Datasite reserves the right to cease making available any Non-Datasite Application without entitling Customer to any refund, credit, or other compensation. If Customer chooses to use a Non-Datasite Application with the Website, Customer is responsible, and Datasite disclaims all liability, for the privacy or security of such Non-Datasite Application, including but not limited to, any disclosure, modification, or deletion of data resulting from a Non-Datasite Application or its provider. Customer agrees to comply with the terms of service of any Non-Datasite Applications.

(x) Scheduled Maintenance. Datasite performs periodic Scheduled Maintenance and advance notice of such is provided on the Website. Scheduled Maintenance will not exceed four (4) hours per calendar month. Datasite reserves the right to update, modify, improve, support, and operate the Website and Services at any time. Any updates or modifications will not materially diminish the functionality of the Website.

(b) Service Level Agreements.

(i) Availability Guarantee Credits. As Customer's sole and exclusive remedy, Datasite's sole liability, for any month during the Term that Datasite fails to meet the Availability Guarantee is to provide Credits as set forth below.

(ii) For the applicable SOW, Customer may request Datasite provides Customer with the credits below, provided Customer makes such request within twenty (20) days after Datasite's failure to meet the Availability Guarantee.

<b>Actual Percentage the Content is Available</b>	<b>Credit only for affected month</b>
99.5% or more	None
97% to less than 99.5%	10% of monthly Fees
96% to less than 97%	25% of monthly Fees
95% to less than 96%	50% of monthly Fees

(iii) If Datasite fails to meet the Availability Guarantee for less than 95% in any given month, Customer may terminate the applicable SOW and request Datasite to deliver, as soon as commercially practicable, the Content on the Website to Customer's designee, provided Customer makes such request within twenty (20) days after Datasite's failure to meet the Availability Guarantee.

(iv) Availability Guarantee Exceptions. No period of inoperability will be included in calculating the Availability Guarantee to the extent such downtime is due to: (1) Scheduled Maintenance; (2) failure of Customer's or its Users' internet connectivity; (3) internet traffic problems of either Party other than problems arising from networks controlled by Datasite; (4) any Force Majeure Event; or (5) Non-Datasite Applications.

## **8. Term & Termination.**

(a) Term. This Agreement is effective as of the Effective Date. The Initial Term and any Renewal Terms of an SOW will remain in effect until terminated in accordance with its terms. In no event will termination relieve Customer of its obligation to pay any Fees or amounts payable to Datasite under the applicable SOW.

(b) Termination For Cause. A notice of default or breach from the non-breaching Party or an intent to default from the breaching Party under this provision shall not constitute a notice of termination under this Agreement. Any notice of termination must be provided separately in writing. Excluding Customer's payment obligations which are solely subject to Section 8(c), either Party may terminate this Agreement and all SOWs issued hereunder, in whole or in part, with immediate effect upon written notice if the other Party:

(i) breaches any material obligation of this Agreement and either has not cured such breach within thirty (30) days of receiving written notice from the non-breaching Party, or the breach cannot be cured within thirty (30) days;

(ii) ceases to actively conduct its business;

(iii) makes a general assignment for the benefit of its creditors;

(iv) applies for the appointment of a receiver, administrator, or trustee for all or substantially all of its property or assets, or is permitted the appointment of any such receiver, administrator, or trustee; or

(v) has its receivables subject to garnishment.

(c) By Datasite Only. If Customer fails to: (i) execute and deliver to Datasite a signed SOW within ten (10) days after project is created (ii) provide all accurate "bill-to" information reasonably necessary to issue an invoice; or (iii) pay any invoice in full, within ten (10) days of notice of default, Datasite may, in its sole discretion, terminate this Agreement and all SOWs issued hereunder, in whole or in part, and/or suspend or entirely cease provision of the Services. Under such default, Datasite shall have no obligation to preserve or return any Content. Datasite may immediately restrict or suspend access to the Services if Datasite becomes aware of, or reasonably suspects, any breach of this Agreement by Customer or its Users. Datasite may remove any Content posted or transmitted through the Website(s) which it deems in its sole discretion to have violated this Agreement or any applicable law, regulation, or other legal requirement. Datasite will act in good faith and use reasonable efforts to notify Customer via phone or email prior to suspending or restricting any Service. Customer shall remain responsible for full payment of the Fees and any amounts owed or owing under this Agreement and any SOW(s) even if access to the Services is suspended or terminated for any breach of this Agreement.

(d) Effect of Termination. The following will occur upon termination or expiration of the applicable SOW(s) or this Agreement for any reason:

(i) Datasite will terminate Customer's and all Users' access to the Website(s).

(ii) Datasite will take reasonable efforts to promptly delete all of Customer's Content maintained by Datasite and Datasite's obligation to provide the Services under the applicable SOW will cease.

## **9. General.**

(a) Affiliate. Datasite shall be entitled to perform any of its obligations and exercise any of its rights under the Agreement through any Affiliate, provided that any act or omission of such Affiliate shall, for all purposes of this Agreement, be deemed to be the act or omission of Datasite.

(b) No Waiver. No failure or delay by either Party in exercising any of its rights under this Agreement shall be deemed to be a waiver of that right, and no waiver by either Party of a breach of any provision of the Agreement shall be deemed to be a waiver of any subsequent breach of the same or any other provision.

(c) Survival. The following Sections will survive expiration or termination of this Agreement: 1,2,3,5,6,8(d),9.

(d) Restricted Parties and Export Laws. Customer represents that it is not and will not make the Website available to any entity incorporated in or resident of a country subject to economic or trade sanctions by the European Union, the U.S. State Department and/or OFAC, or are listed as a "Specially Designated National," a "Specially Designated Global Terrorist," a "Blocked Person," or similar designation under the OFAC sanctions regime or to any restricted party based on any government list or restrictive measure issued by competent authorities. Any breach of this section will be a material breach of this Agreement and Datasite may immediately terminate this Agreement. Customer will not permit any User to access or use any Service or Website in a national, European, U.S. or UN-embargoed country or region, or in violation of any U.S., UN, or international export law, sanction, or regulation. Customer is solely responsible for obtaining any and all necessary export license(s) or other approval(s) to transfer Content in connection with its use of the Service.



(e) No Third-Party Beneficiaries. This Agreement does not create any third-party beneficiary rights except as expressly provided by its terms.

(f) Assignment. Upon providing written notice, either Party may assign its rights, interests, and/or obligations under this Agreement or any SOW to any parent, subsidiary, Affiliate, or to a successor of all its assets or stock. Notwithstanding the forgoing, Customer may not assign its rights, interests, and/or obligations under this Agreement or any SOW to any Datasite Competitor without Datasite's prior written consent. For purposes of this section, "Competitor" shall mean any entity which, either itself or has an Affiliate which, sells, licenses, or provides, any software, application service or system comprised of one or more electric or digital document repositories for facilitating transaction due diligence, mergers, acquisitions, divesture, financing, investment, investor or government relations, research and development, clinical trials or other business processes in competition with any of the Services or other services Datasite provides. This Agreement is binding upon and inure to the benefit of the Parties and their respective successors and assigns.

(g) Notices. Wherever provision is made in this Agreement for the giving, service, or delivery of any notice, such notice shall be in writing and shall be given using a method providing for proof of delivery, which shall include acknowledgement of receipt of email.

(h) Force Majeure. Neither Party is responsible for any failure or delay in the performance of any obligation under this Agreement to the extent the delay results from events beyond the reasonable control of such Party and is not occasioned by such Party's fault ("Force Majeure"). If a delay or failure of a Party to comply with any obligation set forth in this Agreement is caused by Force Majeure, that obligation (other than the obligation to pay money when due and owing) will be suspended during the continuance of the Force Majeure condition and will not be considered a breach of this Agreement.

(i) Marketing Support. Upon the public announcement of an applicable transaction, Datasite may identify Customer as a Datasite customer and use Customer's name or logo on any Datasite websites or other marketing materials.

(j) Counterparts. Any SOW may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

(k) Anti-Corruption and Bribery. The Parties declare they act in compliance with and agree to comply with any applicable law on anti-corruption, bribery, and money laundering. Neither Party has received nor been offered any illegal or improper bribe, kickback, payment, gift, or thing of value from an employee or agent of the other Party in connection with this Agreement. Reasonable gifts and entertainment provided in the ordinary course of business do not violate the above restriction.

(l) Anti-slavery and Trafficking. Neither Party uses nor procures services in breach of anti-slavery and trafficking laws.

(m) Governing Law and Jurisdiction. This Agreement will be construed and enforced in accordance with the laws of the Kingdom of Spain without regard to the United Nations Convention on Contracts for the International Sale of Goods (CISG). The jurisdiction and venue for actions related to the subject matter hereof will be the city of Madrid and both parties hereby submit to the personal jurisdiction of such courts.

(n) Severability. If a court of law holds any provision of this Agreement to be illegal, invalid, or unenforceable that provision shall be deemed amended to achieve an economic effect that is as near as possible to that provided by the original provision and the legality, validity, and enforceability of the remaining provisions of this Agreement shall not be affected thereby.

(o) Entire Agreement. This Agreement, together with any applicable SOWs and Data Processing Addendum, constitutes the entire agreement between the Parties and supersedes all previous agreements, proposals, and negotiations, whether written or oral, regarding the subject matter herein. In entering into this Agreement neither Party has relied on, and neither party will have any right or remedy based on, any statement, representation or warranty (whether made negligently or innocently), except those expressly stated in this Agreement. No terms contained in any Customer issued purchase order or similar form or invoice shall be valid or enforceable against Datasite. No trade usage, regular industry practice, or method or course of dealing between the Parties shall be used to modify, interpret, supplement, or alter the terms of this Agreement in any way. Any changes to the Legal Terms must be agreed in writing by both Parties, provided that Datasite may modify the Legal Terms from time to time by issuing new versions on the Website and the latest new version shall become effective on the creation of all subsequent projects, or on entering into a new SOW.

## Data Processing Addendum

This Addendum on Data Processing (hereinafter: "Addendum") is by and between:

Customer and its Affiliates as defined by the SOW:

– hereinafter referred to as "**Customer**"–

*and*

Datasite entity as defined by the SOW:

– hereinafter referred to as "**Datasite**"–

Hereinafter each individually referred to also as the "**Party**" and collectively as the "**Parties.**"

### Preamble:

(A) The Parties have entered into an Agreement which outlines the Services to be provided (definitions provided in Section 1 below). As part of the provision of Services by Datasite, Personal Data may be transferred by the Customer to Datasite.

(B) Capitalized terms not defined in this Addendum are defined in the Agreement. In the event of any conflict between the provisions in this Addendum and the provisions set forth in the Agreement, the provision or provisions of this Addendum will prevail.

(C) To ensure compliance by the Parties with Processing obligations pursuant to the Data Protection Rules, as amended from time to time, the Parties hereby agree as follows:

### 1. Definitions

**1.1. "Agreement"** means the Statement of Work and the applicable General Terms and Conditions between the Customer and Datasite.

**1.2. "Appendix"** means the appendices annexed to and forming an integral part of this Addendum.

**1.3. "Business Operations"** means: (1) billing, payments, and account management; (2) for the purposes of direct marketing; (3) internal reporting and business modeling (e.g. forecasting, revenue, capacity planning, product strategy); (4) improving and developing new products and services; (5) combatting fraud, cybercrime, or cyber-attacks that may affect Datasite or Datasite products; (6) improving the core functionality of accessibility, or privacy of the Website; and (7) financial reporting and compliance with legal obligations.

**1.4. "Controller"** means an entity that determines the purposes and means of the Processing of Personal Data.

**1.5. "Data Protection Rules"** means the relevant national laws that apply to the Processing of Personal Data, including but not limited to: European Data Protection Laws, US Data Protection Laws, and the Australian Privacy Principles, as applicable.

**1.6. "Data Subject"** means an identified or identifiable natural person whose Personal Data is subject to Processing; an identifiable person is one who can be identified, directly or indirectly, by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to physical, physiological, genetic, mental, economic, cultural, or social identity, or as otherwise defined in applicable Data Protection Rules.

**1.7. "European Data Protection Laws"** means the GDPR and the Swiss Data Protection Act collectively.

**1.8. "GDPR"** means UK GDPR and the EU General Data Protection Regulation 2016/679.

**1.9. "International Data Transfer Agreement" or "IDTA"** means the international data transfer agreement for the transfer of Personal Data to processors established in third countries pursuant to Article 46 and Chapter V of UK GDPR.

**1.10. "Personal Data"** means any information relating to a Data Subject contained within the Content.

**1.11. "Personal Data Breach"** means a breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to, Personal Data transmitted, stored, or otherwise Processed, or as otherwise defined in applicable Data Protection Rules.

**1.12. "Process", "Processing" or "Processed"** means any operation or set of operations which is performed upon Personal Data, whether or not by automatic means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, blocking, erasure, or destruction, or as otherwise defined in applicable Data



Protection Rules.

**1.13. “Processor”** means an entity that Processes Personal Data on behalf of a Controller.

**1.14. “Services”** means the provision of services as described in the Agreement and this Addendum.

**1.15. “Special Categories of Data”** means the Personal Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, trade-union membership, genetic data, biometric data Processed for the purpose of uniquely identifying a natural person, as well as Personal Data concerning health, sex life or sexual orientation, or as otherwise defined in applicable Data Protection Rules.

**1.16. “Standard Contractual Clauses” or “SCCs”** means the Processor to Processor (Module 3) standard contractual clauses for the transfer of Personal Data to entities not subject to the GDPR/Swiss Data Protection Act, in line with the requirements of the GDPR and Swiss Data Protection Act, as applicable.

**1.17. “Subprocessor”** means an entity engaged by a Processor to Process Personal Data on behalf of a Controller.

**1.18. “Swiss Data Protection Act”** means the Swiss Federal Act on Data Protection of 19 June 1992 (SR 235.1) and Ordinances SR 235.11 and SR 235.13, as amended and following the coming into force of its revised version of 25 September 2020 on 1 January 2023 (or at the later date subject to the legislative procedure), subject to such revised version, as amended, replaced, or superseded from time to time, insofar as these apply to the Processing of Personal Data.

**1.19. “UK GDPR”** means s.3(10), 205(4) and the general processing provisions of the Data Protection Act of 2018, as updated, amended, replaced, or superseded from time to time.

**1.20. “US Data Protection Laws”** means the following laws to the extent applicable to Personal Data and the provision of the Services once they become effective: the California Consumer Privacy Act (and California Privacy Rights Act once effective), Cal. Civ. Code § 1798.100 *et seq.*; and other materially similar U.S. laws that may be enacted and that apply to Personal Data from time to time.

## **2. Processing Activities**

**2.1.** Customer and Datasite agree that: (a) Customer is the Controller of Personal Data and Datasite is the Processor of such data, except when Customer acts as a Processor of Personal Data on behalf a third-party Controller (“Third-Party Controller”), in which case Datasite is a Subprocessor; and (b) this Addendum applies where and only to the extent that Datasite Processes Personal Data on behalf of Customer as Processor or Subprocessor in the course of providing the Services.

**2.2.** The Customer agrees that: (a) it has obtained all relevant consents or ensured it has other lawful legal basis (as applicable), permissions and rights and provided all relevant notices necessary under Data Protection Rules for Datasite to lawfully Process Personal Data in accordance with this Agreement including, without limitation, Customer’s sharing and/or receiving of Personal Data with third-parties via the Services; (b) it shall comply with, and is responsible for its Affiliates and invited Users’ compliance with applicable Data Protection Rules; and (c) its Processing instructions to Datasite are consistent with Data Protection Rules and all instructions from Third-Party Controllers, if applicable.

**2.3.** Datasite agrees to Process the Personal Data in accordance with: (a) this Addendum and the Agreement; (b) Customer’s written instructions as set forth in Appendix 1 of this Addendum; and (c) as may be communicated by the Customer from time to time, if required under Data Protection Rules. Any additional requested instructions require the prior written agreement of Datasite.

**2.4.** To the extent Feedback, Usage Data, or User Data (collectively for purposes of this paragraph only, “Data”) relate to an identified or identifiable person, the Parties agree that Datasite: (a) will act as an independent “controller” and/or “business” (as such terms are defined under Data Protection Rules) with respect to such Data; and (b) shall process such Data only for its Business Operations and in compliance with all applicable Data Protection Rules. Customer agrees that it has obtained all relevant consents, permissions and rights and provided all relevant notices necessary under Data Protection Rules for Datasite to lawfully process Data as an independent “controller” and/or “business” (as such terms are defined under Data Protection Rules) for Datasite’s Business Operations.

**2.5.** If Datasite believes that an instruction infringes upon Data Protection Rules, it will notify the Customer without undue delay. Where the Customer is acting as Processor, it shall be responsible for any notification, assistance or authorization that may be required to be given to or received by its Third-Party Controller. Datasite acknowledges, when acting as a Service Provider, it does not receive any Personal Data as consideration for the Services (as such terms are defined under US Data Protection Laws).

## **3. Duration and Termination of this Addendum**

**3.1.** This Addendum is effective as of the Effective Date and shall remain in force during the term of the Agreement. This Addendum will terminate automatically with the termination or expiry of any SOW.

**3.2.** Notwithstanding the termination of this Addendum, Datasite shall continue to be bound by its obligation of confidentiality.

#### **4. International Transfers**

All Personal Data is stored at third-party hosting facilities within the European Economic Area (“EEA”). Customer acknowledges that Datasite may transfer Personal Data outside the EEA in performance of the Services; however, Personal Data will continue to be stored in the EEA. Unless transferred on the basis of an adequacy decision issued by the applicable national authority, or as otherwise allowed under Data Protection Rules, all transfers of Personal Data out of the EEA shall be governed by SCCs, and all transfers of Personal Data out of the United Kingdom shall be governed by IDTA. Datasite will abide by the requirements of European Data Protection Laws regarding the collection, use, transfer, retention, and other processing of Personal Data from the EEA, United Kingdom, and Switzerland.

#### **5. Confidentiality and Security**

**5.1.** Datasite shall: (a) keep Personal Data confidential; and (b) ensure that its employees who Process Personal Data have committed themselves to confidentiality or are under an appropriate statutory obligation of confidentiality.

**5.2.** Subject to the Data Protection Rules, Datasite will implement appropriate operational, technical, and organizational measures to protect Personal Data against accidental or unlawful destruction, loss, alteration, unauthorized disclosure, or access as described in Appendix 2.

**5.3.** Customer is solely responsible for making an independent determination as to whether the technical and organizational measures put in place by Datasite meet Customer’s requirements, including any of its security obligations under applicable Data Protection Rules. Customer acknowledges and agrees that (taking into account the state of the art, the costs of implementation, and the nature, scope, context and purposes of the Processing of its Personal Data as well as the risks to Data Subjects) the security practices and policies implemented and maintained by Datasite provide a level of security appropriate to the risk with respect to the Personal Data.

**5.4.** Datasite will update the technical and organizational security measures in line with reasonable technological developments as determined by Datasite.

#### **6. Cooperation and Notification Obligations**

**6.1.** The Parties will co-operate with each other to promptly and effectively handle enquiries, complaints, and claims relating to the Processing of Personal Data from any government authority or Data Subject.

**6.2.** If a Data Subject should apply directly to Datasite to exercise his/her Personal Data rights, Datasite will assist Customer with such request by forwarding this request to the Customer without undue delay if permitted by Data Protection Rules.

**6.3.** Unless prohibited by law, if the Personal Data is subject to a control, order, or investigation by public authorities, Datasite will: (a) promptly notify the Customer; and (b) disclose Personal Data only to the extent that is strictly necessary and proportionate to satisfy the request and in compliance with Data Protection Rules. Upon Customer’s request, Datasite will provide the public authorities with information regarding Processing under this Addendum as well as allow inspections within the scope stated in Section 7, as required by Data Protection Rules.

**6.4.** Datasite will notify the Customer of a Personal Data Breach that is determined to affect Customer’s Personal Data without undue delay. Datasite shall provide Customer with the information to reasonably assist Customer as required by Data Protection Rules.

**6.5.** Considering the nature of Processing and Personal Data, Datasite will provide reasonable assistance to Customer with carrying out a data protection impact assessment and prior consultation under Data Protection Rules to the extent Customer is not able to carry these out independently.

#### **7. Customer’s Audit and Inspection Rights**

Upon Customer’s request, and subject to reasonable notice, time, place, frequency, and manner restrictions, and confidentiality requirements, Datasite shall make available to Customer information necessary to demonstrate compliance with Datasite’s obligations under the Addendum and applicable Data Protection Rules. Datasite will allow for and contribute to audits, including inspections, conducted by Customer, or an independent third-party auditor appointed by Customer. To the extent Customer’s rights under this section cannot reasonably be satisfied through audit reports, documentation, or compliance information Datasite makes generally available to its customers, Customer shall be responsible for all costs and fees related to such audit.

## **8. Use of Subprocessors**

**8.1** Customer hereby acknowledges and provides general authorization for Datasite to use Subprocessors to Process Personal Data. Datasite's current list of Subprocessors is available at <https://www.datasite.com/us/en/legal/sub-processors.html>. Datasite shall: (a) ensure that any Subprocessors Process Personal Data only to deliver the Services Datasite has retained them to provide; (b) impose on any Subprocessor contractual obligations relating to Personal Data no less protective than this Addendum; and (c) be liable for each Subprocessor's compliance with such obligations.

**8.2** Datasite shall make available on its Subprocessor site a mechanism for Customers to subscribe to notifications of new Subprocessors by providing an email address. If Datasite intends to appoint or replace a Subprocessor covered by this Addendum, at least sixty (60) days prior to allowing the new Subprocessor to Process Personal Data, Datasite shall: (a) update its Subprocessor site; (b) provide notification to those emails that have subscribed; and (c) in respect to both (a) and (b) give Customer the opportunity to object to such changes on reasonable grounds related to data protection. If the parties are unable to achieve a resolution, Customer, as its sole and exclusive remedy, may provide written notice to Datasite terminating the SOW(s).

## **9. Return and Deletion of Personal Data**

Upon the request of the Customer or upon termination of this Addendum, Datasite will, return (in accordance with the SOW) or destroy all Personal Data and copies thereof, unless applicable Data Protection Rules or another legal obligation require Datasite to retain Personal Data for longer. Upon the request of the Customer, Datasite will certify that this has been done.

## **10. Liability**

Without prejudice to the rights or remedies available to Data Subjects under Data Protection Rules, the liability of the Parties and the limitation thereof, including any claim brought by an Affiliate, shall be in accordance with the Agreement.

## **Appendix 1: Processed Personal Data and Purposes**

Personal Data are transferred and Processed for the **following purposes**:

- Secure online repository and data sharing for corporate transactions or internal business purposes.

### **Subject Matter and Nature of Processing:**

- As described in the Agreement, Datasite provides secure online repository tools for storing, managing, collaborating on, and distributing data and documents.

### **Categories of Personal Data:**

The types of Personal Data are determined and controlled by Customer in its sole discretion, and may include, but are not limited to:

- Names, address, company email address, company phone number, compensation and benefits, holiday and pension information, job titles and functions and potentially other types of Personal Data uploaded by Customer Administrator onto the Website.

### **Special Categories of Data (if applicable):**

Subject to any applicable condition in the Agreement, the types of Special Categories of Data are determined and controlled by Customer in its sole discretion, and may include, but are not limited to:

- None, unless otherwise identified by Customer

### **Data Subjects:**

The categories of Data Subjects to which Personal Data relate are determined and controlled by Customer in its sole discretion, and may include, but are not limited to:

- Business information regarding current, past, and prospective owners, employees, agents, customers, advisors, business partner, contractors, and vendor data subjects.

### **Retention:**

- All Personal Data is permanently deleted after: (a) Customer Administrator closes the applicable project on the Website; or (b) termination of the Agreement between Customer and Datasite.

## Appendix 2

### TECHNICAL AND ORGANISATIONAL MEASURES INCLUDING TECHNICAL AND ORGANISATIONAL MEASURES TO ENSURE THE SECURITY OF THE DATA

	Security Requirement	How Datasite implements the specific information security measure
1.	<i>Measures for encryption of personal data</i>	Personal Data is encrypted at rest and in-transit using industry standard encryption technologies, currently at rest using AES 256-bit encryption and In-transit via Transport Layer Security (TLS) 1.2 protocol, which shall be updated from time to time in line with reasonable technological developments as determined by Datasite.
2.	<i>Measures for ensuring ongoing confidentiality, integrity, availability, and resilience of processing systems and services</i>	Datasite is ISO 27001, 27701, 27017, and 27018 certified, SOC 2 Type II compliant ensuring that it maintains and enforces appropriate administrative, physical and technical safeguards to protect the integrity, availability and confidentiality of Customer's Personal Data.
3.	<i>Measures for ensuring the ability to restore the availability and access to personal data in a timely manner in the event of a physical or technical incident</i>	Datasite has redundancy with each platform and maintains logs of system availability. In addition, redundancy allows for continuous system backups. Datasite has Disaster Recovery and Business Continuity Plans that are reviewed, updated, and tested periodically.
4.	<i>Processes for regularly testing, assessing, and evaluating the effectiveness of technical and organizational measures in order to ensure the security of the processing</i>	Datasite completes regular code reviews, vulnerability testing and annual penetration testing on the Website.
5.	<i>Measures for user identification and authorization</i>	Access is governed by Datasite's access management standard that follows roles-based access controls. Access to Personal Data is providing only to personnel as strictly necessary for the sole purpose of satisfying Customer's instructions. The Access Management Standard requires that (a) access rights be reviewed, updated, and approved by management on a regular basis, and (2) access rights be withdrawn within 24 hours of employee's termination. Other types of relevant controls are password requirements, multi-factor authentication and restriction on removable media which are implemented at the corporate level.
6.	<i>Measures for the protection of data during transmission</i>	Personal Data is encrypted in transit using industry standard encryption technologies, currently via Transport Layer Security (TLS) 1.2 protocol, which shall be updated from time to time in line with reasonable technological developments as determined by Datasite.
7.	<i>Measures for the protection of data during storage</i>	Personal Data is encrypted at rest using industry standard encryption technologies, currently AES 256-bit encryption, which shall be updated from time to time in line with reasonable technological developments as determined by Datasite.

8.	<i>Measures for ensuring physical security of locations at which personal data are processed</i>	Datasite relies on cloud service providers for its data storage requirements. Information regarding Microsoft Azure's physical security protocols for its server locations is available at: <a href="https://docs.microsoft.com/en-us/azure/security/fundamentals/physical-security">https://docs.microsoft.com/en-us/azure/security/fundamentals/physical-security</a> . All data centers hold ISO 27001:2013 and SOC 2 Type 2 certifications. With respect to Datasite's facilities, all offices require badge access and utilize newly updated video surveillance using cameras with recordings stored in the cloud.
9.	<i>Measures for ensuring events logging</i>	Datasite performs logging and monitoring that is centrally collected and normalized within its SIEM tool. Logs are retained for 180 days, and access is roles and responsibility based.
10.	<i>Measures for ensuring system configuration, including default configuration</i>	Datasite has standard build processes and applies CIS hardening standards.
11.	<i>Measures for internal IT and IT security governance and management</i>	Datasite maintains a robust information security management system governed by Datasite's PIMS Committee that is responsible for implementing and maintaining a stable and secure environment.
12.	<i>Measures for certification/assurance of processes and products</i>	Datasite has maintained a SOC II Type II attestation and an ISO 27001 certification since 2007, ISO 27017 and 27018 since 2021, and ISO 27701 since 2023.
13.	<i>Measures for ensuring data minimization</i>	Personal Data collected and processed will not be held or used unless necessary to provide the Services in compliance with the Service Agreement and Datasite's policies and Privacy Notice.
14.	<i>Measures for ensuring data quality</i>	Datasite utilizes an anti-malware client on all systems. Personal Data uploaded to the Website is scanned by Datasite's anti-malware software as part of the document processing activities that occur within the platform.
15.	<i>Measures for ensuring limited data retention</i>	Personal Data is purged beginning 30 days post project closure or upon termination of Service Agreement.
16.	<i>Measures for ensuring accountability</i>	All activity logged is tracked and reportable. Personnel complete training and acknowledge compliance with Datasite's code of conduct and policies annually. All personnel are required to sign an NDA. The Code of Conduct is affirmed by all personnel on a yearly basis.
17.	<i>Measures for allowing data portability and ensuring erasure</i>	Customer host Personal Data on servers as defined in the Service Agreement which may be transferred to other locations in which Datasite maintains servers, upon request. Personal Data can be returned to clients via encrypted USB device, if requested. Deletion of Personal Data beings 30 days from project closure or termination of the Service Agreement.
18.	<i>For transfers to (sub-) processors, also describe the specific technical and organizational measures to be taken by the (sub-) processor to be able to provide assistance to the controller and, for transfers from a processor to a sub-processor, to the data exporter</i>	Datasite maintains a Vendor Security Standard that details minimum vendor security standards necessary to store, process or transmit Personal Data that provides a baseline of control expectations for the evaluation of each vendor, conformance and risk acceptance based on the nature of the vendor relationship. Each in scope vendor is required to sign contracts (DPA SCCs) that ensure the same level or protection to Datasite as Datasite obligations to Customer.