

CenturyLink® Privacy Data Sheet for Managed Video Conferencing

This Privacy Data Sheet describes the processing of personal data by Voice and Unified Communications' Managed Video Conferencing service (the "Service").

Managed Video Conferencing is provided directly by CenturyLink to its customers ("Customers") for use by Customer and Customer's end users (each an "End User").

Processing of personal data

CenturyLink may process personal data in the course of providing the Service regarding Customer and Customer's End Users. Certain personal data may be viewable by others even after it has been deleted by CenturyLink, if the Customer or End User has shared the personal data with others. In the course and scope of work contracted by Customers of CenturyLink for the Service, CenturyLink will process personal data Customers provide, which may include the personal data and examples listed:

- Contact information for technical points of contact
- Call voice recording / call video recording

This table describes how CenturyLink processes personal data in the course of providing Managed Video Conferencing.

Purpose of processing	Authorized individuals with access (and reason for access)	Retention period and reason for retention/deletion
Necessary to provide service	<p>CenturyLink personnel: To troubleshoot and support service</p> <p>Customer personnel: Through Control Center Customer Portal with access limited to only that Customer's End User data</p> <p>AVI-SPL personnel: Connect calls, trouble shoot and support service</p> <p>Media Network Services personnel: Stores video recordings</p>	<ul style="list-style-type: none"> • 30-60 days for call voice and video recordings • Technical points of contact data retained until Customer terminates service

Transfers of personal data across borders

CenturyLink uses Standard Contractual Clauses to transfer personal data outside the European Economic Area to countries that have not received a determination of adequacy from the European Commission.

CenturyLink processes and stores personal data associated with this service at these locations:

Organizations with authorized access to consumer data	Storage location	Access location
<ul style="list-style-type: none"> CenturyLink personnel Customer AVI-SPL personnel Media Network Services 	<p><u>North America:</u> Arizona, USA Colorado, USA Georgia, USA Illinois, USA</p>	<p><u>Europe:</u> United Kingdom Germany</p> <p><u>North America:</u> Colorado, USA Quebec, Canada</p> <p><u>AND</u> Authorized personnel located anywhere with secure internet access</p>

Sub-processors used (third party vendors)

CenturyLink may share personal data described in this Privacy Data Sheet with CenturyLink affiliates and vendors.

CenturyLink uses the following third-party vendors who also process personal data to provide the Service to Customers and their End Users.

Third-party vendors	Country	Vendors' privacy statement
AVI-SPL	United States	Privacy Policy
Media Network Services	United States Norway	Privacy Policy