



## **Agreement between KAZ Type Limited (Processor) and the School (Controller)**

### **A. The duration of the processing:**

The length of licence agreement between School and KAZ Type.

### **B. The nature and purpose of the processing:**

To upload student, tutor and administrator data to include email address, name and group.

### **C. The type of personal data involved:**

Name, email address and group.

### **D. The categories of data subject:**

Scores, Course bookmarks and testing data.

### **E. The controller's obligations and rights:**

All our data is stored on our UK controlled and owned VPS server based in the US. The data facility is an SQL - which does not allow remote access. Our server is maintained and fully managed by our service providers, 123-reg.co.uk.

All our sites and information are password protected with authorised access only.

Once a school or enterprise notifies us of 'non-renewal' we allow the enterprise to expire and then we delete the license.

Once a licence is deleted all information contained within that license is deleted.

When data is deleted from the system it is wiped completely from our servers. Data is never converted to hard copy.

#### **KAZ Type Limited**

Tel: +44 (0)1926 423424 Email: [info@kaz-type.com](mailto:info@kaz-type.com) Web: [www.kaz-type.com](http://www.kaz-type.com)

Registered Office: Village Farm, Village Street, Offchurch, Royal Leamington Spa, Warwickshire. CV33 9AP.  
Registered in England No. 09504896

**KAZ Type Limited confirm that:**

We will only act on the controller's documented instructions, unless required by law to act without such instructions.

We will ensure that people processing the data are subject to a duty of confidence.

We will take appropriate measures to ensure the security of processing.

We will only engage a sub-processor with the controller's prior authorisation and under a written contract.

We will take appropriate measures to help the controller respond to requests from individuals to exercise their rights.

Taking into account the nature of processing and the information available, we will assist the controller in meeting its GDPR obligations in relation to the security of processing, the notification of personal data breaches and data protection impact assessments.

We will delete or return all personal data to the controller (at the controller's choice) at the end of the contract, and we will also delete existing personal data unless the law requires its storage.

We will submit to audits and inspections and provide any information needed to ensure all are meeting Article 28 obligations.

Signed on behalf  
of KAZ Type

Signed on behalf  
of School

A handwritten signature in black ink, appearing to be 'A.K. Braganza', written over a circular stamp or seal.

A.K. Braganza  
Managing Director  
KAZ Type Limited

# Data Protection Registration Certificate

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KAZ TYPE LIMITED

VILLAGE FARM  
VILLAGE STREET  
OFFCHURCH  
LEAMINGTON SPA  
WARWICKSHIRE, CV33 9AP

Registration reference: ZA112705

Date registered: 24 April 2015

Registration expires: 23 April 2026



Issued by: Information Commissioner's Office,  
Wycliffe House, Water Lane, Wilmslow, Cheshire  
SK9 5AF

Telephone: 0303 123 1113

Website: [ico.org.uk](http://ico.org.uk)