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### MRCI third-party data processors list

#### **Introduction:**

This document has to be read in conjunction with MRCI Privacy statement. This document outlines the list of the third-parties MRCI engages with for operational and information security reasons which are processing the personal data of our service users as a result.

#### **Description:**

In the course of its role as data controller MRCI engages third-party service providers or data processors to process personal data on its behalf.

In each case, a formal written contract is in place with the processor outlining their obligations in relation to the personal data, the security measures that they must have in place to protect the data the specific purpose or purposes for which they are engaged and the understanding that they will only process the data

- a) as instructed by MRCI and
- b) in compliance with the European General Data Protection Regulation EU Electronic Communications Regulations and the National Data Protection Law (Data Protection Act 2018).

The contract will also include reference to the fact that the data controller is entitled from time to time to audit or inspect the data management activities of the data processor and to ensure that they remain compliant with the relevant legislation and with the terms of the contract.

Failure of a data processor to manage MRCI's data in a compliant manner will be viewed as a breach of contract and will be pursued through the courts if necessary.

#### **List of third-party service providers or data processors:**

<b>Name of the data processor:</b>	<b>Reason:</b>	<b>Types of information shared:</b>
salesforce.com EMEA Limited	<ul style="list-style-type: none"><li>• Data is collected for analysis and the generation of evidence-based information.</li></ul>	<ul style="list-style-type: none"><li>• The name</li><li>• home address</li><li>• work address</li><li>• telephone number</li></ul>

	<ul style="list-style-type: none"> <li>Information is collected to support a case, track progress and assist with advocacy.</li> <li>Information is retained on individuals who sign up to receive MRCI updates, members of MRCI campaign and action groups, and who donate to MRCI.</li> <li>Data is collected via the website, at members meetings, migrant's forum and general meetings for ongoing communication.</li> <li>Data on organizations is collected and stored in order to support our information and communications strategy</li> </ul>	<ul style="list-style-type: none"> <li>email address</li> <li>employment status</li> <li>average salary</li> <li>gender</li> <li>civil status</li> <li>family status</li> <li>age</li> <li>race</li> <li>immigration status</li> <li>copies of letters written on behalf of the user could be attached to salesforce</li> <li>description of the case</li> <li>Donation amount, regularity of donation, CHY3 tax form</li> </ul>
International Network Systems Ltd	<ul style="list-style-type: none"> <li>All MRCI's information is retained on MRCI's server which is backed up and administered by INS</li> </ul>	<ul style="list-style-type: none"> <li>The name</li> <li>home address</li> <li>work address</li> <li>telephone number</li> <li>email address</li> <li>an identification number (PPSN number)</li> <li>employment status</li> <li>average salary</li> <li>gender</li> <li>civil status</li> <li>family status</li> <li>age</li> <li>race</li> <li>immigration status</li> <li>copies of letters written on behalf of the user could be attached to salesforce</li> <li>description of the case</li> </ul>
Slack Technologies Limited	<ul style="list-style-type: none"> <li>Internal comms</li> </ul>	<ul style="list-style-type: none"> <li>Business sensitive,</li> <li>personal information,</li> <li>details of users,</li> <li>private and personal data,</li> <li>images</li> </ul>
Facebook	<ul style="list-style-type: none"> <li>Data is collected for financial records and analysis of donations to MRCI via Facebook and</li> </ul>	<ul style="list-style-type: none"> <li>The name</li> <li>home address</li> <li>telephone number</li> <li>email address</li> <li>donation amount</li> </ul>

	<p>Instagram (owned by Facebook)</p> <ul style="list-style-type: none"> <li>• Data is collected directly by Facebook and downloaded by MRCI via a Donation report. This information is then uploaded to Salesforce.</li> <li>• For people conducting fundraisers, we send them an opt-in form to secure permission to add people to our mailing list.</li> </ul>	<ul style="list-style-type: none"> <li>• donation date</li> </ul>
Whatsapp	Communication, information provision	<ul style="list-style-type: none"> <li>• Personal information/data,</li> <li>• sensitive documents,</li> <li>• phone number,</li> <li>• images,</li> <li>• names</li> </ul>
Instagram	Information provision	<ul style="list-style-type: none"> <li>• Images, occasionally names</li> </ul>
Twitter	Information provision	<ul style="list-style-type: none"> <li>• Images, occasionally names</li> </ul>
Vimeo	Information provision	<ul style="list-style-type: none"> <li>• Images, occasionally names</li> </ul>
YouTube	Information provision	<ul style="list-style-type: none"> <li>• Images, occasionally names</li> </ul>
Mailchimp	<ul style="list-style-type: none"> <li>• Data is collected so that we can communicate with subscribers about campaigns, events, fundraising</li> </ul>	<ul style="list-style-type: none"> <li>• First and last name</li> <li>• email</li> </ul>
PayPal	<ul style="list-style-type: none"> <li>• Data is collected for financial records and analysis of donations to MRCI</li> <li>• Data is collected directly by Paypal and downloaded by MRCI via a Donation report. This information is then uploaded to Salesforce.</li> <li>• People opt-in to receive further information from us or not when they make the donation</li> <li>• MRCI has no access to payment information</li> </ul>	<ul style="list-style-type: none"> <li>• The name</li> <li>• home address</li> <li>• telephone number</li> <li>• email address</li> <li>• donation amount</li> <li>• donation date</li> <li>• donation regularity</li> </ul>
Stripe	<ul style="list-style-type: none"> <li>• Data is collected for financial records and analysis of donations to MRCI</li> <li>• Data is collected directly by Stripe and downloaded by MRCI via a Donation</li> </ul>	<ul style="list-style-type: none"> <li>• The name</li> <li>• home address</li> <li>• telephone number</li> <li>• email address</li> <li>• donation amount</li> <li>• donation date</li> <li>• donation regularity</li> </ul>

	<p>report. This information is then uploaded to Salesforce.</p> <ul style="list-style-type: none"> <li>• People opt-in to receive further information from us or not when they make the donation</li> <li>• MRCI has no access to payment information</li> </ul>	
GoCardless	<ul style="list-style-type: none"> <li>• Data is collected for financial records and analysis of donations to MRCI as well as to service the direct debit donation</li> <li>• Data is collected directly by GoCardless and downloaded by MRCI via a Donation report. This information is then uploaded to Salesforce.</li> <li>• People opt-in to receive further information from us or not when they make the donation</li> <li>• MRCI has no access to payment information</li> </ul>	<ul style="list-style-type: none"> <li>• The name</li> <li>• home address</li> <li>• telephone number</li> <li>• email address</li> <li>• donation amount</li> <li>• donation date</li> <li>• donation regularity</li> </ul>
GiveWP	<ul style="list-style-type: none"> <li>• GiveWP is a plug-in on Wordpress that enables us to accept donations via Stripe, GoCardless, and Paypal simultaneously. Data from GiveWP is stored directly on MRCI's WordPress site.</li> <li>• Data is collected for financial records and analysis of donations to MRCI as well as to service the direct debit donation</li> <li>• Data is collected directly by GiveWP (via the payment providers) and downloaded by MRCI via a Donation report. This information is then uploaded to Salesforce.</li> <li>• People opt-in to receive further information from us or not when they make the donation</li> </ul>	<ul style="list-style-type: none"> <li>• The name</li> <li>• home address</li> <li>• telephone number</li> <li>• email address</li> <li>• donation amount</li> <li>• donation date</li> <li>• donation regularity</li> </ul>

	<ul style="list-style-type: none"> <li>MRCI has no access to payment information</li> </ul>	
Digital Revolutionaries	<ul style="list-style-type: none"> <li>Data is collected so that we can communicate with subscriber or add their name and address to petition or email to politicians</li> </ul>	<ul style="list-style-type: none"> <li>First and last name</li> <li>Email</li> <li>Address occasionally</li> </ul>
Fusio	<ul style="list-style-type: none"> <li>Fusio manages our website so they have access to</li> </ul>	<ul style="list-style-type: none"> <li>personal data from donations</li> <li>name</li> <li>email</li> <li>phone number</li> <li>bank card details</li> </ul>
Outlook 365	<ul style="list-style-type: none"> <li>Internal and external communications</li> </ul>	<ul style="list-style-type: none"> <li>Personal and sensitive data sent on emails</li> </ul>
HR Locker	<ul style="list-style-type: none"> <li>Manage staff internal procedures, annual leave, time off etc</li> </ul>	<ul style="list-style-type: none"> <li>Name</li> <li>Email</li> <li>Marital status</li> <li>Address</li> <li>Phone numbers</li> <li>Salaries</li> </ul>
Eventbrite	<ul style="list-style-type: none"> <li>Manage external events registrations</li> </ul>	<ul style="list-style-type: none"> <li>Name</li> <li>Email address</li> </ul>
Google Forms	<ul style="list-style-type: none"> <li>Create and manage events</li> <li>Sign ups to mailing lists</li> </ul>	<ul style="list-style-type: none"> <li>Name</li> <li>Email address</li> <li>Phone Number</li> </ul>
Zoom	<ul style="list-style-type: none"> <li>Run webinars and meetings, recording of webinars</li> </ul>	<ul style="list-style-type: none"> <li>Name</li> <li>Email address</li> <li>Information inputed into the chat</li> </ul>