



Data Processing Agreement

Agreement _____ · Date _____

1. Parties and roles

This agreement is between _____ ("the Controller", _____) and **PandaDev** ("the Processor", support@pandadevhub.com). It applies whenever the Processor handles personal data on the Controller's behalf while building, hosting or supporting the Controller's website or software under their main agreement ("the Services").

2. Details of the processing

Item	Details
Subject matter	Building, hosting and supporting the Controller's website or software
Duration	For as long as the Services are provided, plus the return or deletion period in section 9
Types of data	_____ (e.g. names, emails, phone numbers, order history)
Data subjects	_____ (e.g. the Controller's customers, staff, website visitors)
Purpose	Providing the Services only

3. The Processor's duties

The Processor will:

- process personal data only on the Controller's documented instructions, including these terms;
- make sure everyone who handles the data is bound by confidentiality;
- keep the data secure with appropriate technical and organisational measures (section 4);
- help the Controller answer requests from data subjects (access, correction, deletion, export);
- help the Controller with security, breach notification and data protection impact assessments where reasonable;
- tell the Controller if an instruction appears to break data protection law.

4. Security measures

- Encrypted connections (HTTPS/TLS) and encrypted backups.
- Passwords stored only as strong one-way hashes; two-factor authentication for administrators.
- Least-privilege access: only the people who need the data can reach it.
- Security updates applied regularly and within 2 business days for critical issues.
- Request logging and monitoring for unusual activity.
- Daily backups kept for 14 days.

5. Sub-processors

The Controller agrees that the Processor may use the following sub-processors, each under terms that protect the data at least as well as this agreement:

Sub-processor	Purpose	Location
_____ (hosting)	Servers and databases	_____
_____ (email)	Sending transactional email	_____
_____ (payments)	Card payments	_____

The Processor will give the Controller at least 14 days' notice before adding or replacing a sub-processor, so the Controller can object.

6. International transfers

Personal data is transferred outside the Controller's country only with appropriate safeguards required by law, such as standard contractual clauses.

7. Personal data breaches

The Processor will tell the Controller without undue delay, and in any case within **48 hours**, after becoming aware of a breach affecting the Controller's data, with the information the Controller needs to meet its own obligations.

8. Audits

The Processor will provide the information reasonably needed to show compliance with this agreement and will allow a reasonable audit once a year, at the Controller's cost and with 30 days' notice.

9. End of the Services

When the Services end, the Processor will, at the Controller's choice, return the personal data in a common format or delete it within **30 days**, unless the law requires it to be kept.

10. General

If this agreement and the main agreement conflict about personal data, this agreement wins. It is governed by the laws of the place where the Studio is registered. Electronic signatures are binding.

Signatures

CLIENT

Name:

Date:

FOR THE STUDIO

Name:

Date: