

CONNECTOR FOR MICROSOFT TEAMS VIA REC BOT (RECORDER BOT) (SST43546573)

In connection with the Connector for Microsoft Teams Recorder Bot ("**Recorder Bot Service**"), Customer's Microsoft Teams data is captured and processed by, and made available through, Microsoft Azure infrastructure that Customer has authorized within Customer's Microsoft environment. Customer instructs Global Relay to retrieve Customer's Microsoft Teams data from such Microsoft Azure infrastructure and to Process, ingest, and preserve it in Customer's Global Relay Archive or as directed by Customer under the Agreement, in accordance with the Agreement. Microsoft Azure infrastructure does not form part of the Archive Services provided by Global Relay, and Microsoft makes available the Microsoft Azure infrastructure under Microsoft's then-current Product Terms and Data Protection Addendum (together, the "**Microsoft DPA**"), available at <https://www.microsoft.com/licensing/docs>, and under Microsoft's own operational, security, and compliance practices. For clarity, the parties acknowledge that Microsoft acts as a processor of Customer's Microsoft Teams data in this capacity, and is engaged directly by Customer under Customer's relationship with Microsoft.

The Recorder Bot Service will utilize Microsoft Azure infrastructure located in (a) Canada Central or Canada East, or (b) UK South or UK West (each a "**Designated Region**"). Customer acknowledges that Microsoft may transmit and process Customer's Microsoft Teams data outside the elected Designated Region, including in the United States and other jurisdictions in which Microsoft or its sub-processors operate, in accordance with the Microsoft DPA. Customer is responsible for: (i) determining the lawfulness of its use of the Recorder Bot Service under applicable law, including obtaining any required notices, consents, or works council approvals in connection with the recording of Microsoft Teams meetings; (ii) ensuring Customer's compliance the EU GDPR or UK GDPR including, but not limited to, conducting any required data protection impact assessments, providing meeting participants with required transparency information, and maintaining its own records of processing. Global Relay shall not be liable for any act or omission of Microsoft, including Microsoft's compliance (or non-compliance) with the Microsoft DPA, Microsoft's operational practices, or Microsoft's cross-border data processing, except to the extent such act or omission results from Global Relay's gross negligence, willful misconduct, or fraud.

Selective Recording Features

Where Customer enables one or more selective recording features for the Recorder Bot Service (which may include recording of external meetings only, recording of internal meetings only, or a blocklist of users whose participation causes recording to cease) (each, a "**Selective Recording Feature**"), Customer is solely responsible for: (i) determining whether the configuration, operation, and default of any Selective Recording Feature meet Customer's compliance, regulatory, supervisory, and policy obligations, including any obligation to record communications under applicable law; and (ii) the accurate configuration and ongoing maintenance of all Customer-controlled inputs (including Active Directory or equivalent group membership and blocklist users). For clarity, unless otherwise agreed between Customer and Global Relay, where a blocklist user and a user otherwise designated for recording via Recorder Bot Service are present in the same Microsoft Teams meeting, the blocklist Selective Recording Feature will take precedence and recording will not occur (or will pause) for the duration of the blocklist user's presence in the meeting. Recordings initiated manually by individual users (whether via Microsoft Teams, mobile device, or otherwise) are not captured by the Recorder Bot Service. Except for liability which cannot be excluded or limited under applicable law, Global Relay shall have no liability arising from or relating to Customer's configuration, election, or use of any Selective Recording Feature, including any failure to capture or archive any communication resulting from Customer's Selective Recording Feature configuration or the default Recorder Bot Service.