

Screenzor

Data Processing Addendum

Last revised: July 24, 2026

This Data Processing Addendum ("DPA") forms part of the Terms of Service (<https://screenzor.com/terms-of-service>) between you (the "Customer") and Donald Mzima, operating Screenzor ("Screenzor," "we," "us"), whenever Screenzor processes personal data on the Customer's behalf in connection with the Service. Where the Customer is a school or other educational institution, this DPA operates alongside, and does not replace, the School/Institutional Terms Addendum (<https://screenzor.com/school-institutional-addendum>).

Capitalized terms not defined here have the meaning given in our Privacy Policy (<https://screenzor.com/privacy-policy>).

1. Roles of the Parties

For personal data the Customer submits to or collects through the Service about the Customer's own end users, students, or team members ("Customer Personal Data"), the Customer is the controller (or, under South Africa's Protection of Personal Information Act, POPIA, the "responsible party") and Screenzor is the processor (POPIA: "operator"). This DPA is Screenzor's written contract governing that processing, as required by Article 28 of the GDPR and section 21 of POPIA.

2. Subject Matter, Duration, and Nature of Processing

Screenzor processes Customer Personal Data for the duration of the Customer's subscription to the Service, for the purpose of providing screen recording, storage, sharing, and team/workspace features. The categories of data subjects and personal data are those described in our Privacy Policy (<https://screenzor.com/privacy-policy>) (account data, recording content, and team/workspace data), limited to what the Customer submits or generates through its own use of the Service.

3. Screenzor's Obligations

Screenzor will:

- process Customer Personal Data only on the Customer's documented

instructions (including instructions given through ordinary use of the Service's features), unless otherwise required by law;

- ensure personnel authorized to process Customer Personal Data are

subject to confidentiality obligations;

- implement appropriate technical and organizational security measures

for the Customer Personal Data it processes, consistent with the security commitments described in our Privacy Policy (<https://screenzor.com/privacy-policy>) and Security Statement (<https://screenzor.com/security-statement>);

- not engage a new sub-processor without giving the Customer reasonable

advance notice of the change, using the sub-processor list already published in our Privacy Policy (<https://screenzor.com/privacy-policy>), and will impose data-protection obligations on any sub-processor equivalent to those in this DPA;

- assist the Customer, at the Customer's reasonable request, in

responding to data subject requests and in meeting the Customer's own breach-notification obligations, consistent

with the rights-request and breach-notification commitments described in our Privacy Policy (<https://screenzor.com/privacy-policy>);

- notify the Customer without undue delay after becoming aware of a

personal data breach affecting Customer Personal Data;

- at the Customer's choice, delete or return Customer Personal Data at

the end of the Customer's subscription, except where retention is required by law, consistent with the retention commitments in our Privacy Policy (<https://screenzor.com/privacy-policy>) and (for school Customers) the School/Institutional Terms Addendum (<https://screenzor.com/school-institutional-addendum>); and

- make available to the Customer, on reasonable written request,

information reasonably necessary to demonstrate compliance with this DPA (recognizing that, as a small operator, this may take the form of documentation and written responses rather than an on-site audit).

4. International Transfers

Where Screenzor or its sub-processors transfer Customer Personal Data internationally, Section 4 of our Privacy Policy (<https://screenzor.com/privacy-policy>) (international data transfers) applies, and Screenzor relies on the safeguards described there (such as Standard Contractual Clauses or adequacy decisions) for those transfers.

5. Precedence

If there is a conflict between this DPA and the Terms of Service (<https://screenzor.com/terms-of-service>) regarding the processing of personal data, this DPA controls. If there is a conflict between this DPA and the School/Institutional Terms Addendum (<https://screenzor.com/school-institutional-addendum>) for a school Customer, the School/Institutional Terms Addendum controls on matters specific to student data.

6. Changes to This Addendum

See the notice at the end of this document for how we handle changes to this addendum.

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We may update this document from time to time. If we make material changes, we will notify you by email and/or a notice on the Screenzor website before the change takes effect. Minor changes will only update the date above.