

SOLUTION BRIEF

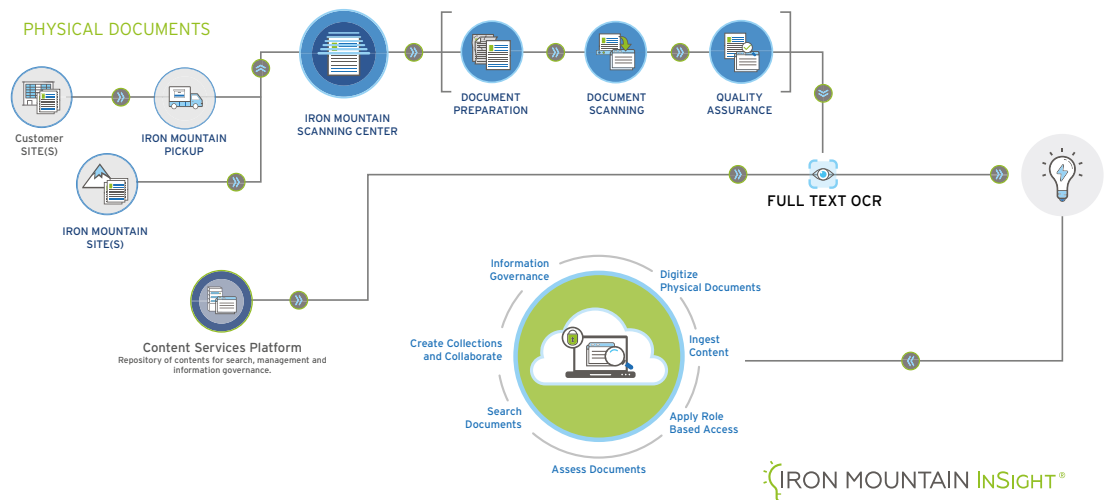
DATA PRIVACY: SCANNING AS A SERVICE

SERVICE OVERVIEW

Iron Mountain Scanning as a Service provides everything a customer needs to effectively tackle their physical record storage and reimagine customer experience with a digital-first platform. From value content identification to large volume digitization scan services, intelligent document processing, end-to-end information governance, content services platform (InSight®), to shredding services. Provision of digitization scan services (and related subscription based services) may involve processing of customer data, including confidential and personal data.

HOW IT WORKS

Digitization Scan Services High Level Architecture Flow



CUSTOMER DATA

Any type of customer data may be subject to digitization scan services (and related subscription based services) and the customer has full discretion as to what data is submitted for scanning and related processing. Customer data is retained only for the duration of the services and then either returned or deleted upon the customer's direction.

SUB-PROCESSORS

Support services are provided by Iron Mountain's global team with team members in each region as well as by selected third party providers who are subject to the same policies and standards as Iron Mountain employees.

INTERNATIONAL DATA TRANSFERS

Many countries have laws governing international transfers of personal data. Iron Mountain is aware of these requirements and relies on the Standard Contractual Clauses for internal and external transfers of personal data, as may be applicable and relevant, e.g. EU/UK personal data to countries such as the U.S. and India.

PRIVACY SAFEGUARDS

Iron Mountain has a Global Privacy Program and an appointed Global Privacy Officer. A team of privacy & compliance professionals monitor legislative and regulatory developments and provide advice to ensure that relevant privacy safeguards are embedded into our services.

SECURITY CONTROLS

Iron Mountain maintains ISO 27001 and SOC2 Type 2 certifications. Iron Mountain applies appropriate technical, organization and administrative measures, including encryption, to ensure that customer data remains secure at all times. Please see our public site covering our [Certifications and Audit Reports](#).

CONTACT

If you would like to learn more about enVision or our privacy compliance, we are available to assist you. For privacy compliance related inquiries, please contact us at global.privacy@ironmountain.com and visit Privacy & Data Protection [website](#) for our standard data processing contract terms.

800.899.IRON | [IRONMOUNTAIN.COM](https://www.ironmountain.com)

© 2022 Iron Mountain, Incorporated. All rights reserved. This document was created by Iron Mountain Incorporated and its affiliates ("Iron Mountain"), and information provided herein is the proprietary and confidential material of Iron Mountain and/or its licensors which may not be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose, without the prior written permission of Iron Mountain. Current product or service plans, strategy, release dates, or capabilities are subject to change without notice, and do not represent or imply an invitation or offer, or availability in all countries, and are not intended to be a commitment to future product or feature availability. This document is not sponsored by, endorsed by, or affiliated with any other party, and any customer examples described herein are presented as illustrations of how customers have used Iron Mountain products and services, and do not constitute a further endorsement, affiliation or other association with such customers or other entities referenced herein. Iron Mountain shall not be liable for any direct, indirect, consequential, punitive, special, or incidental damages arising out of the use or inability to use the information. Iron Mountain provides this information AS-IS and makes no representations or warranties with respect to the accuracy or completeness of the information provided or fitness for a particular purpose. "Iron Mountain" is a registered trademark of Iron Mountain, Incorporated in the United States and other countries, and Iron Mountain, the Iron Mountain logo, and combinations thereof, and other marks marked by TM are trademarks of Iron Mountain Incorporated. All other trademarks and other identifiers remain the property of their respective owners.