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|  | **Information Required** |  |
| 1 | Name of Licence Holder | Insert reply here. |
| 2 | Contact person within the Licence Holder responsible for oversight of the outsourced function  *(kindly include name and e-mail address)* | Insert reply here. |
| 3 | A description of the outsourced service or activity, including the data that are outsourced and whether or not personal data have been transferred or if their processing is outsourced to a service provider. | Insert reply here. |
| 4 | Name of the outsourcing service provider. | Insert reply here. |
| 5 | Corporate registration number or Legal Entity Identified. | Insert reply here. |
| 6 | Registered address of outsourcing service provider. | Insert reply here. |
| 7 | Contact details of outsourcing service provider. | Insert reply here. |
| 8 | Countries where the service will be provided, including the location of data. | Insert reply here. |
| 9 | Summary of the detailed risk analysis undertaken by the Licence Holder. | Insert reply here. |
| 10 | Whether the outsourcing service provider has a business continuity plan that is suitable for the services provided to that service provider. | Insert reply here. |
| 11 | In the case of outsourcing to a cloud service provider, the cloud service and deployment models, i.e. public/private/hybrid/community, and the specific nature of the data to be held and the locations (i.e. countries or regions) where such data will be stored. | Insert reply here. |
| 12 | Where applicable, the names of any sub-contractors to which important parts of a material service or activity are sub-outsourced, including the country where the subcontractors are registered, where the services will be performed and, if applicable, the location (i.e. country or region) where the data will be stored. | Insert reply here. |
| 13 | The exit strategy for use if the outsourcing arrangement is terminated by either party or if there is disruption to the provision of the services | Insert reply here. |
| 14 | An outcome of the assessment of the service provider’s substitutability (as easy, difficult or impossible), the possibility of reintegrating a material service or activity into the Licence Holder or the impact of discontinuing the material services or activities. | Insert reply here. |
| 15 | Identification of alternative service providers pursuant to the above. | Insert reply here. |
| 16 | Information on the resources and measures in place to adequately monitor the outsourced activities. | Insert reply here. |
| 17 | The estimated annual budget cost. | Insert reply here. |
| 18 | CV of Contact Person  *(only applicable where the contact person is not approved by the MFSA)* | Kindly attach the requested documentation and submit as part of the notification. |
| 19 | Draft outsourcing contract |

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| *The MFSA ensures that any processing of personal data is in accordance with Regulation (EU) 2016/679 (General Data Protection Regulation), the Data Protection Act (Chapter 586 of the Laws of Malta) and any other relevant European Union and national law. For further details, you may referrer to the Data Protection Policy on the MFSA webpage* [*www.mfsa.mt*](file:///\\mfsa.internal\mfsadata\FTI-Interns\www.mfsa.mt)*.* |