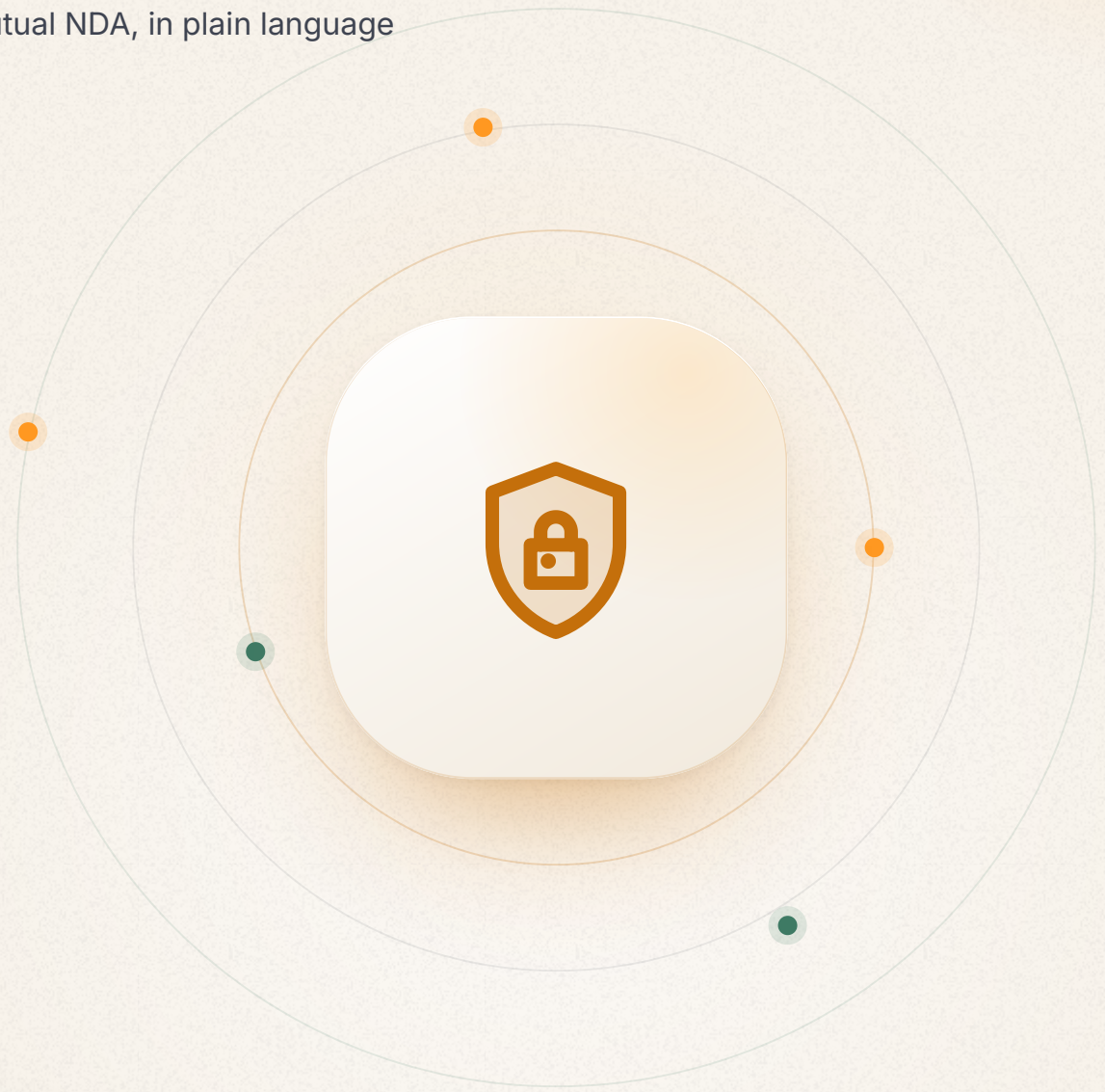
Remote Pro Ai

DOCUMENT

GROWTH TEAM · SERVICE DOCUMENT

Data processing summary

How client data is handled under the DPA attached to the MSA, and the mutual NDA, in plain language



NOTE Summary for information. The DPA is an exhibit to the MSA, under US counsel review before signature.

DATE	VERSION	LANGUAGE	PAGES
3 November 2026	v3.0	English	5

Remote Pro Ai · Ebug Information Technology, Cairo · CR 206356 · Mohammed Ali Al Khuraim Information Systems Technology Co., Al-Khobar · CR 2051247519 · Unified National No. 7034596812 · TIN 3116280154

01 ROLES AND DATA

Who controls, who processes, and what

How data is handled for Growth Team clients, in plain language. The data processing agreement (DPA) and the mutual NDA signed at contract are the binding documents; this summary is not the contract.

You are the controller

You decide why and how your prospects' data is used. When the Growth Team contacts prospects on your behalf, you are the data controller.

Remote Pro Ai is the processor

We act on your instructions under a data processing agreement attached to the MSA, settled with US counsel before signature, with a consent log and a do-not-contact list for every account.



What we hold for you per meeting, and process on your instructions: the brief, the prospect's e-mail, the recording reference, the scorecard.

Categories of data and why they are used

Category	What it includes	Role	Purpose
Your prospects (outreach)	Target companies and decision-makers in your ICP from licensed B2B providers, buying signals, recordings and summaries, the prospect's e-mails, the consent log and the do-not-contact list	You: controller · we: processor	Running the Growth Team service on your instructions
Your account (portal)	Login credentials (username and password), activity in the portal, the account data processed under your contract	Under your contract	Operating the client portal and consoles
Enquiries (website forms)	Name, work email, company, business field, website, address, role, phone, markets, sector, team size, deal size, sales cycle, CRM, languages, start date, notes	We: controller	Running your free market check, replying, arranging the onboarding call
Technical	Standard server logs: IP address, browser, pages visited, time	We: controller	Keeping the site secure
Billing	Invoicing records	We: controller	Legal and accounting obligations; USD invoices by bank wire or card

Hosting

The hosting location and sub-processors for US clients are listed in the DPA exhibit to the MSA.

Yours to keep

Your records, sending addresses and numbers stay yours. US local numbers and sending addresses are provisioned in your company's name.

Full export

Your portal offers a full export of your account data from the Compliance & data screen.

02 SAFEGUARDS

Processing and retention

The platform prepares; people decide. Every safeguard below applies to every Growth Team account.

Human
dialing only: no autodialers, no robocalls

Every call
Made by a person, never by AI

Approved
Every message, by a person before it goes out

At once
Opt-outs are honored



The Compliance & data screen in your portal: consent log, opt-outs, exclusion list, full export.

How processing is run

Topic	What applies
People decide	The platform prepares: data verification, research, drafts, summaries and scoring. Every call is made by a person; every message is approved by a person; a person confirms each summary and whether a meeting qualifies.
Consent and opt-out	A consent log and a do-not-contact list are kept for every account. CAN-SPAM-compliant e-mail: accurate sender identity and a working opt-out in every message. No LinkedIn automation.
Recording	Calls in your name are recorded and summarised; recordings sit on the meeting card in your portal. PENDING LAWYER REVIEW
CRM sync	Records are synced to HubSpot, Salesforce or Zoho on your instruction.
US rules	Human dialing only; CAN-SPAM-compliant e-mail; licensed B2B data; US local numbers in your name; Eastern to Pacific hours. PENDING LAWYER REVIEW
Sub-processors	Hosting, telephony, email and CRM connectors: the list is set out in the DPA. PENDING CONFIRMATION
Security	The technical and organisational measures are summarised in the DPA. PENDING CONFIRMATION

How long data is kept

Data	Retention	Status
Client account data	For the term of the contract and the period required by law	Stated
At the end of the contract	Returned or deleted, as the DPA provides	PENDING CONFIRMATION
Market-check requests	A set number of months after our last contact, unless you become a client	PENDING CONFIRMATION
Server logs	A set number of days	PENDING CONFIRMATION

03 RIGHTS · MUTUAL NDA

Your rights, and confidentiality both ways

Data-subject rights

- Access, correct or delete personal data
- Withdraw consent, or object to a use
- We respond within the period set in the DPA
- For your prospects, any opt-out is honored at once

Who to write to

Privacy contact PENDING CONFIRMATION
info@remote-pro.ai

Ebug Information Technology, Cairo, CR 206356 (headquarters) · Mohammed Ali Al Khuraim Information Systems Technology Co., Al-Khobar, CR 2051247519 (Gulf operations); full partners. The contracting entity for US clients is set in the MSA.

The mutual NDA

A mutual NDA covers both parties, signed at contract alongside the DPA; together they are the binding documents on confidentiality and data.

Topic	What applies
Who it binds	Both parties: your company and Remote Pro Ai. Confidentiality runs both ways.
When it is signed	At contract, together with the DPA.
Scope, duration and exceptions	As written in the signed NDA. PENDING LAWYER REVIEW
Governing law	Set in the MSA with US counsel, together with the contracting entity and venue.

Related commitments in your contract

No work for a direct competitor

While you are a client, Remote Pro Ai does not work for your direct competitor in your metro: sector exclusivity is written into the MSA, not a verbal promise.

Credentials and portal data

Portal access is by username and password issued by Remote Pro Ai; keep them confidential. Accepted meetings, the two-deal clock and amounts due follow the MSA rules and cannot be edited by hand.

Summary for information — subject to legal review before signing.

Items marked “Pending confirmation” or “Pending lawyer review” are being confirmed with US counsel. The signed DPA, NDA and MSA prevail over this summary.

Remote Pro Ai

FREE · 5 DAYS · NOTHING UPFRONT

A free 5-day market check before you pay anything

You see your ideal customer profile and the 50 named companies we will call before you sign anything.

E-MAIL
info@remote-pro.ai

CHAIRMAN'S OFFICE
ceo@remote-pro.ai

GROWTH TEAM SITE
growth.remote-pro.ai

COMPANY SITE
remote-pro.ai

Remote Pro Ai is owned and operated by two licensed companies in full partnership: Ebug Information Technology, Cairo, Egypt (headquarters, CR 206356) and Mohammed Ali Al Khuraim Information Systems Technology Co., Al-Khobar, Kingdom of Saudi Arabia (CR 2051247519). The contracting entity, governing law and venue for US clients are set in the Master Services Agreement.