SSPA program updates

Microsoft updated the Program Guide and Data Protection Requirements (DPR) for the Supplier Security and Privacy Assurance (SSPA) program in November 2020. Suppliers enrolled in the SSPA program should take note of these changes.

November 2020

Microsoft Procurement

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At Microsoft, we believe privacy is a fundamental right. Strong privacy and security practices are critical to our mission, essential to customer trust, and required by law in several jurisdictions. The standards delivered by the SSPA program reflect our values as a Company and these extend to our suppliers that handle Microsoft data on our behalf.

No action is required at this time. Suppliers will notice changes after their next SSPA anniversary or when they update their SSPA data processing profile. Thank you for your continued partnership.

Reminder: Managing your SSPA data processing profile in the Microsoft Supplier Compliance Portal

- You can update your company's SSPA data processing profile at any time if there are no open compliance tasks.
- Supplier profiles include data processing approvals, allowing you to choose the types of engagements you wish to be eligible for. Data processing approvals include:
    - ✓ Data processing scope (Personal and/or Confidential)
    - ✓ Data processing location (at Microsoft or Customer; at Supplier)
    - ✓ Data processing role (Controller, Processor)
    - ✓ Payment card processing
    - ✓ Software as a Service (SaaS)
    - ✓ Use of Subcontractors
- When you update your SSPA data processing profile, it will start the renewal process and give you a 90-day window to complete SSPA compliance tasks. For example, if you start your renewal on 1 January, all SSPA compliance tasks must be completed by 30 March to achieve a SSPA Green (compliant) status.

Questions? Refer to the updated SSPA Program Guide on SSPA on Microsoft.com/procurement, or access the Microsoft Supplier Compliance portal.