



## Retention Compliance Procedures:

At least annually, the [RESPONSIBLE PERSON] shall ensure procedures are carried out to ensure the Retention schedule above is adhered to, and those data identified as being outside the retention period are in fact destroyed.

The [RESPONSIBLE PERSON] shall provide to the Eclipse Foundation a report summarizing the results of this compliance activity, and to identify any anomalies or concerns.

## Data locations:

[IDENTIFY EACH LOCATION WHERE DATA IS STORED]

- Google Cloud Platform - This data is stored in Google Data centers primarily in [SERVICE ZONE]

## Audit process of 3rd party data storage services:

[DESCRIBE THE AUDIT PROCESS]

Service	Function	Team Member	Last checked
AWS	Transaction Tracking	[RESPONSIBLE PERSON]	XX-XX-20XX