Document type: record

SUB-PROCESSOR LIST.

Business Area: Finance and corporate services

Sub-function: Governance, risk and compliance

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Document control

The version of this document cancels and replaces all previous versions, which should be removed from circulation.

Document information

Item	Information
Document ID	Record
Document owner	Governance, Risk and Compliance
Filename	Sub-Processor List

Document authorisation

Approval	Role
Approval	Legal Counsel
Reviewer(s)	Group Risk & Compliance Integration Manager
Author	Supplier Assurance Manager

Document history

Version	Description of approved changes	Date
1-5	Document creation and previous versions within a different structure and template. Now removed from circulation.	
6	Establish, implement, publish, and communicate the Zellis sub-processor list on the new governance collateral and update the sub-processor list.	16 May 2023
7	Update sub-processor list to include Group Zellis and Moorepay sub-processors.	18 Mar 2024
8	Quarterly review of sub-processor list to remove those no longer in use, add any new and amend existing details as necessary.	11 Jun 2024
9	Quarterly review of sub-processor list to remove those no longer in use, add any new and amend existing details as necessary.	21 Oct 2024
10	Review of sub-processor list to remove those no longer in use, add any new and amend existing details as necessary.	14 Feb 2025
11	Review of sub-processor list to remove those no longer in use, add any new and amend existing details as necessary.	06 Jun 2025
12	Review of sub-processor list following acquisition of elementsuite.	17 Jul 2025

Version	Description of approved changes	Date
13	Review of sub-processor list following acquisition of Hastee HR Ltd and its subsidiaries. Added Benify sub-processors.	13 Aug 2025
14	Review of sub-processor list to remove those no longer in use, add any new and amend existing details as necessary.	19 Nov 2025
15	Review of sub-processor list to add/amend/remove as necessary. Also included ZellisONE products/services.	20 Jan 2026
16	Review of sub-processor list following acquisition of Buddy and its subsidiaries, and review of sub-processor list to remove those subprocessors no longer in use, add any new and amend existing details as necessary.	20 July 2026

Terms and Definitions

Terms and definitions defined by statutory and regulatory requirements or internationally recognised standards. See definitions as outlined in the Zellis Group Terms and Conditions.

Introduction

The Zellis Group sub-processor list is a controlled document that is reviewed and updated whenever there is a change in our supply chain where the sub-processor is handling customer data.

The internal governing documents for maintaining the sub-processor list are established, implemented, and maintained to achieve the required standards of compliance and ensure customer information flows between the parties effectively, efficiently, and securely. Data management practices within the group are documented, implemented, and maintained and reviewed at least annually. Updates to this document may be communicated via the customer help centre.

This sub-processor list provides the details of our sub-processors utilised for each of our products and services. Customers should search this list by referring to the appropriate brand, then the product and service provision under contract. Please note that this list is not exhaustive and if you are receiving any bespoke services, other sub-processors may be involved in the provision of services. Zellis Group may notify you of this in your underlying contract or otherwise in writing.

Some data processing may be at locations outside the UK and the EEA. Any data transferred outside the UK and the EEA is treated as safely and securely as it would be within the UK and under the GDPR.

Contact us

Customers should engage with their customer relationship representative or commercial account manager with any queries regarding the Zellis Group sub-processor list.

Sub-processor list

Brand: Zellis Group

Zellis Group of companies

Data may be processed by members of the Zellis Group of companies, including, but not limited to, those set out below and any sub-entities. Valid data transfer agreements are in place for any transfers of data between Zellis Group companies, in line with legislative requirements (available on request). Details of the Zellis Group of companies are available on request.

Sub-processor	Address	Processing locations	Nature of processing
Zellis UK Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom.	Provision of the services set out in your contract.
Zellis India HR Private Ltd	6th Floor, Athulya Building Special Economic Zone (SEZ) Kakkanad Athulya Road, Infopark Campus Kochi, Kerala 682042 India	India.	This sub-processor may be used for support services/processes. As a result, they may process your data or support manual interventions of your data. Data is held in the infrastructure within the United Kingdom and/or European Economic Area. Colleagues in India can access but without extraction rights.
Zellis Ireland Ltd	26 Pembroke Street Upper Dublin 2 D02 X361 Ireland	Ireland.	Provision of the services set out in your contract.
Elementsuite Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom.	Provision of the services set out in your contract.
Moorepay Ireland Ltd	26 Pembroke Street Upper Dublin 2 D02 X361 Ireland	United Kingdom, Ireland.	Provision of the services set out in your contract.

Sub-processor	Address	Processing locations	Nature of processing
Moorepay Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom.	Provision of the services set out in your contract.
Benifex Ltd	Mountbatten House Grosvenor Square Southampton Hampshire SO15 2JU United Kingdom	United Kingdom, Ireland, Philippines.	Applicable to employee rewards and benefits schemes. Support services/processes only from Philippines.
Hastee Benefits Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom, EEA.	Provision of the services set out in your contract.
Hastee Technologies HR Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom, EEA.	Provision of the services set out in your contract.
Hastee Europe SL (Spain)	Plaza Pau Vila 1 Esc. A 2 08039 Barcelona Spain	EEA.	Provision of the services set out in your contract.
Buddy UK Operations Ltd	740 Waterside Drive Aztec West Almondsbury Bristol BS32 4UF United Kingdom	United Kingdom, EEA.	Provision of the services set out in your contract.
Buddy Limited	29 Triq is-Sliem Marsa MRS1680 Malta	EEA.	Provision of the services set out in your contract.

Product / service provision: Data Centres

For the avoidance of doubt, the below are sub-contractors and not sub-processors as they do not have access to customer data.

Company name	Physical location	Nature of service
Company name Colt Data Centre Services UK Limited **Tradename** Colt	United Kingdom.	This data centre is located in the United Kingdom at a different national grid region to our backup data centre, and there is sufficient physical distance between the two to satisfy disaster recovery plans. Customer data is stored on servers that are owned and managed in their entirety by Zellis Group. Colt has no direct authorisation or access to the servers of Zellis Group. Colt provides the physical environment only and, as such, is subject to physical security assessments and controls in line with ISO27001.
Company name Wavenet Limited **Tradename** Wavenet	United Kingdom.	Wavenet provides our backup data centre, located in the United Kingdom at a different national grid region to our main data centre, and there is sufficient physical distance between the two to satisfy disaster recovery plans. Customer data is stored on servers that are owned and managed in their entirety by Zellis Group. Wavenet has no direct authorisation or access to the servers of Zellis Group. Wavenet provides the physical environment only and, as such, is subject to physical security assessments and controls in line with ISO27001.

Product / service provision: Ireland Specific Services

Sub-processor name	Address	Processing location	Nature of processing
Company name Microsoft Ireland Operations Limited and its Affiliates and Partners **Tradename** Microsoft	One Microsoft Place South County Business Park Carmanhall and Leopardstown Dublin D18 P521	European Economic Area (EEA).	Provide Microsoft Azure public cloud services and infrastructure.
Company name Relate Software Development Limited **Tradename** EuroPay	Unit 35, Duleek Business Park Duleek Co Meath A92 N15E	EEA.	Payroll software for some of our customers in Ireland.
Company name CyberFortress **Tradename** CyberFortress	Regus Block 1 Blanchardstown Corporate Park Ballycoolen Road Blanchardstown Dublin D15 AKK1	United Kingdom, EEA.	Only applicable to your service if you are purchasing Optimum within Ireland. Sub-processor provides a backup service which stores copies of your employee's identification badges and includes data such as name, photos and job titles.
Company name INDN City Express **Tradename** INDN	Classic House Green Street Rotunda Dublin D07 K76P	EEA.	Courier services. The courier will have access to sealed packages that may contain your personal data (e.g., payslips)
Company name An Post **Tradename** An Post	General Post Office O'Connell Street Lower Dublin 1 D01 F5P2	EEA.	Franking and postage services. They will have access to sealed packages that may contain your personal data (e.g., payslips)

Product / service provision: Background Checking Services

Sub-processor name	Address	Processing location	Nature of processing
Company name Microsoft Ltd **Tradename** Microsoft	Microsoft Campus Thames Valley Park RG6 1WG United Kingdom	United Kingdom, European Economic Area (EEA).	Provide Microsoft Azure public cloud services and infrastructure.
Company name CIFAS **Tradename** CIFAS	6th Floor Lynton House 7-12 Tavistock Square London WC1H 9LT United Kingdom	United Kingdom.	Applicable to your service if you have requested a UK fraud checking service.
Company name TransUnion International UK Limited **Tradename** TransUnion	One Park Lane Leeds West Yorkshire LS3 1EP United Kingdom	United Kingdom.	Applicable to your service if you have requested a financial / ID information checking service.
Company name Disclosure and Barring Service (DBS) **Tradename** DBS	PO Box 3961 Royal Wootton Bassett SN4 4HF United Kingdom	United Kingdom.	Applicable to your service if you have requested a UK criminal record checking service.
Company name Disclosure Scotland **Tradename** Disclosure Scotland	PO Box 250 Glasgow G51 1YU United Kingdom	United Kingdom.	Applicable to your service if you have requested a Scotland criminal record checking service.
Company name Neotas Limited **Tradename** Neotas	3rd Floor, 86-90 Paul Street London EC2A 4NE United Kingdom	United Kingdom.	Applicable to your service if you have requested a social media check on your employees.
Company name Trust Payments Limited **Tradename** Trust Payments	No.1 Royal Exchange London EC3V 3DG United Kingdom	United Kingdom.	Card payment processing.
Company name TrustID Limited **Tradename** TrustID	The Blade, Abbey St Reading RG1 3BA United Kingdom	United Kingdom, EEA.	Applicable to your service if you have requested a right to work or DBS check on your employees. TrustID complete the digital identity document verification.
Company name Sterling (EMEA) Limited **Tradename** Sterling	Suite 6 First Floor Axis 2 Axis Court Swansea Vale SA7 0AJ	United Kingdom.	Applicable to your service if you have requested a background checking service on your international employees.

Sub-processor name	Address	Processing location	Nature of processing
	United Kingdom		
Company name Driver and Vehicle Licensing Agency **Tradename** DVLA	Long View Rd Morriston Swansea SA6 7JL United Kingdom	United Kingdom.	Applicable to your service if you have requested a driving record check on your employees.
Company name London Stock Exchange Group (LSEG) **Tradename** Refinitiv	Five Canada Square Canary Wharf London E14 5AQ United Kingdom	United Kingdom.	Applicable to your service if you have requested media and sanctions checks on your employees.
Company name Workpass Limited **Tradename** Workpass	5 Franklin Court Stannard Way Priory Business Park Bedford MK44 3JZ	United Kingdom.	Employment and income verification.
Company name Konfir (UK) Ltd **Tradename** Konfir	Fieldfischer Riverbank House 2 Swan Lane London EC4R 3TT United Kingdom	United Kingdom, EEA, United States of America.	Employment and income verification.
Company name Jisc Services Limited **Tradename** Prospects HEDD	4 Portwall Lane Bristol BS1 6NB United Kingdom	United Kingdom.	Verification of higher education degrees and other qualifications.
Company name Twilio Inc **Tradename** SendGrid	1801 California Street Suite 500 Denver CO 80202	EEA, United States of America.	Operational SMS messages to applicants in connection with their background check.

Brand: Moorepay

Product / service provision: Payroll / HR Services

Sub-processor name	Address	Processing location	Nature of processing	Payroll	HR
Company name Bacs Payment Schemes Ltd **Tradename** Bacs	2 Thomas More Square London E1W 1YN United Kingdom	United Kingdom.	Applicable if you purchase the Bacs bureau payments service or Direct Debit service. This sub-processor will receive payment information on your customer account (source of funds) and will process payments to your employees.	✓	
Company name Bottomline Technologies Ltd **Tradename** Bottomline	1600 Arlington Business Park Theale Reading RG7 4SA United Kingdom	United Kingdom.	Payment service software for the Bacs bureau payment processing.	✓	
Company name Modulr Finance Limited **Tradename** Modulr Faster Payments	Scale Space White City 58 Wood Lane London W12 7RZ United Kingdom	United Kingdom.	Applicable if you purchase the Faster Payments service. This sub-processor will receive payment information on your customer account (source of funds) and will process payments to your employees.	✓	
Company name Enrolpay Limited **Tradename** Enrolpay	Bellisle Hurlford Kilmarnock KA1 5JF United Kingdom	United Kingdom.	This sub-processor will send pension data to pension providers and give employees access to auto-enrolment letters.	✓	
Company name Experian Ltd **Tradename** Experian	The Sir John Peace Building Experian Way Ng2 Business Park Nottingham NG80 1ZZ United Kingdom	EEA.	Used for Work Report and Experian's automated employment and income verification service.	✓	
Company name Paragon Customer Communications (London) Ltd **Tradename** Paragon	Lower Ground Floor Park House 16/18 Finsbury Circus London EC2M 7EB United Kingdom	United Kingdom.	Applicable if your employee payslips, P60s and P11Ds are printed, or printed and posted.	✓	

Sub-processor name	Address	Processing location	Nature of processing	Payroll	HR
Company name Microsoft Ltd **Tradename** Microsoft	Microsoft Campus Thames Valley Park Reading RG6 1WG United Kingdom	United Kingdom, EEA.	Provide Microsoft Azure public cloud services and infrastructure.	✓	✓
Company name Hubspot UK Holdings Limited **Tradename** Hubspot	3rd Floor 1 Ashley Road Altrincham Cheshire WA14 2DT United Kingdom	United Kingdom.	Internal CRM system.	✓	✓
Company name Asana Inc **Tradename** Asana	633 Folsom Street Suite 100 San Francisco California 94107	United Kingdom.	Manage and process tickets that you use for requesting projects and implementations from Moorepay. We use it to process any data inputted by you in relation to the ticket. (We assume this could include personal data such as job title, location, contact details, names, and so on). Moorepay do not directly share any of your personal data with Asana.	✓	✓
Company name Zendesk Inc **Tradename** Zendesk	Zendesk Inc 181 Fremont Street, 17th Floor, San Francisco, California 94105, United States of America	United Kingdom, EEA, United States of America.	Manage and process incident/support tickets that 1) you use for reporting service issues to Moorepay and/or 2) as the Managed Service employee ticketing/case records system. We use it to process any data inputted by you, your employees, or by us on your behalf, in relation to the ticket. (We assume this could include personal data such as job title, location, contact details, names, and similar information.) Personal data is hosted in the EEA.	✓	✓
Company name RingCentral UK Ltd **Tradename** Ring Central	85 Uxbridge Road 4th Floor Ealing London W5 5TH United Kingdom	United Kingdom, EEA, Switzerland.	Telecoms. Used to support contact centre services.	✓	✓
Company name Twilio Inc **Tradename** SendGrid	1801 California Street Suite 500 Denver CO 80202 United States of America	EEA, United States of America.	SMS services for 2-factor authentication.	✓	✓
Company name DX Network Services Limited **Tradename** DX Network	Ditton Park Roding Court Road Datchet Slough SL3 9GL United Kingdom	United Kingdom.	Courier will have access to sealed packages that may contain your personal data (e.g. a payslip).	✓	✓

Sub-processor name	Address	Processing location	Nature of processing	Payroll	HR
Company name Royal Mail Group **Tradename** Royal Mail	100 Victoria Embankment London EC4Y 0HQ United Kingdom	United Kingdom.	Courier will have access to sealed packages that may contain your personal data (e.g. a payslip).	✓	✓
Company name Restore PLC **Tradename** Restore	The Databank Unit 5 Redhill Distribution Centre Salbrook Road Redhill Surrey RH1 5DY United Kingdom	EEA.	Secure storage solution for archived files.	✓	✓
Company name Mediasphere Holdings Pty. Ltd. **Tradename** PowerHouse Hub	Dome Building The Quadrant Richmond Upon Thames Greater London TW9 1DT United Kingdom	United Kingdom.	Mediasphere provides both on-demand eLearning content and an LMS application for customers to deploy and manage their own courses. Training history and user data is therefore transferred to Mediasphere.	✓	✓
Company name GoCardless Ltd **Tradename** GoCardless	Sutton Yard 65 Goswell Road London EC1V 7EN United Kingdom	United Kingdom.	Direct Debit payment processing.	✓	✓
Company name Commissum Associates Ltd **Tradename** Resillion	22 Gas Street Birmingham B1 2JT United Kingdom	United Kingdom, EEA.	Managed services security provider for the detection and response of security incidents and vulnerabilities.	✓	✓
Company name datascalehr Inc **Tradename** datascalehr	24 Madison Avenue Maplewood NJ 07040 United States of America	EEA.	Data migration services from your systems to Moorepay systems, to support your onboarding journey.	✓	✓
Company name BitTitan UK Ltd **Tradename** BitTitan	Suite 4, 7th Floor 50 Broadway London SW1H 0DB United Kingdom	United Kingdom, EEA.	Data migration services to support systems in use within Moorepay.	✓	✓

Sub-processor name	Address	Processing location	Nature of processing	Payroll	HR
Company name Clay Labs Inc. **Tradename** Clay.com	111 W 19th Street New York NY 10011 United States of America	United States of America.	Software used internally for data enrichment and workflow automation to assist our sales and marketing teams.	✓	✓
Company name RotaGeek Limited **Tradename** RotaGeek	71 – 75 Shelton Street London WC2H 9JQ United Kingdom	United Kingdom, EEA.	Applicable if you purchase the workforce management software within your service provision for time and attendance monitoring.		✓
Company name PIB Employee Benefits Ltd (previously Youatwork Ltd) **Tradename** PIB	Rossington's Business Park West Carr Road Retford Nottinghamshire DN22 7SW United Kingdom	United Kingdom.	Moorepay partner providing a benefits platform for employees.		✓
Company name Honeydew Health Ltd **Tradename** Honeydew	4 Crown Place London EC2A 4BT United Kingdom	United Kingdom.	Moorepay partner providing occupational health services and absence management services.		✓
Company name One Model Inc **Tradename** One Model	8208 Kirkwall Cv Austin Texas 78749 United States of America	EEA.	People analytics within our services.		✓
Company name Grosvenor Technology Ltd **Tradename** GT Protect, GT Connect	Unit S, The Fulcrum Centre Mannings Heath Poole BH12 4NU United Kingdom	United Kingdom.	Applicable if you purchase clocking devices as part of the Time and Attendance module.		✓
Company name Kettle & Keyboard Ltd **Tradename** RotaCloud	20 George Hudson Street York YO1 6WR United Kingdom	United Kingdom.	Applicable as part of the Time and Attendance module.		✓

Sub-processor name	Address	Processing location	Nature of processing	Payroll	HR
Company name ActiveCampaign Postmark (AC PM LLC) **Tradename** Postmarkapp	160 Shelbourne Road Dublin 4 Ireland	EEA, United States of America.	Email services out of Moorepay systems.		✓
Company name Forbes Solicitors LLP **Tradename** Forbes Solicitors	Gordon House Sceptre Way Bamber Bridge Preston PR5 6AW United Kingdom	United Kingdom.	Applicable if you use our employment tribunal claim services.		✓

Product / service provision: Buddy Products / Services

Sub-processor name	Address	Processing location	Nature of processing
Company name Amazon Web Services EMEA Sarl **Tradename** AWS	1 Principal Place Worship Street London EC2A 2FA United Kingdom	United Kingdom, European Economic Area (EEA).	Cloud infrastructure — application hosting, storage, and backups (e.g. Lambda, DynamoDB, S3). Simple Email Service (SES) - transactional email delivery (password resets, approvals, notifications).
Company name ActiveCampaign Postmark (AC PM LLC) **Tradename** Postmarkapp	160 Shelbourne Road Dublin 4 Ireland	EEA, United States of America.	Email services out of Buddy systems.
Company name Google Ireland Ltd **Tradename** Google Workspace	Gordon House Barrow Street Dublin 4 D04 E5W5 Ireland	EEA, United States of America.	Internal email, document storage and collaboration.
Company name Slack Technologies Ltd **Tradename** Slack	Salesforce Tower 60 R801 North Dock Dublin Ireland	EEA, United States of America.	Internal team messaging.
Company name Mango Technologies, Inc. **Tradename** ClickUp	350 Tenth Avenue Suite 500 San Diego CA 92101 United States of America	United States of America.	Internal project and task management

Sub-processor name	Address	Processing location	Nature of processing
Company name Zendesk Inc **Tradename** Zendesk	181 Fremont Street, 17th Floor, San Francisco, California 94105, United States of America	United Kingdom, EEA, United States of America (*see Nature of processing for further detail*)	Customer support ticketing and chat.
Company name Stripe Payments Europe Ltd **Tradename** Stripe	One Wilton Park Wilton Place Dublin 2 D02 FX04 Ireland	EEA.	Subscription billing and payment processing
Company name Fyorin Ltd **Tradename** Fyorin	Ground Floor Marlborough House 298 Regents Park Road London N3 2SZ United Kingdom	United Kingdom, EEA.	Fintech platform for business payments and collections.
Company name UiPath Inc. **Tradename** UiPath	1 Vanderbilt Avenue 60th Floor New York 10017 United States of America	United Kingdom, EEA.	Desktop automation for data migration (executed on Buddy-controlled devices).

For further information please visit zellis.com

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