



SightCare
Independent not alone

SightCare Group Data Protection Officer (DPO) Service Terms

Last updated: October 2025

Commencement of Service

The term of this Agreement will begin on the date of this Agreement and will remain in force for a minimum of 12-months and will continue while a subscribed member of SightCare. Following the minimum period this Agreement may be cancelled giving a minimum 90 days' written notice.

Services Provided

The Client hereby agrees to engage the SightCare to provide the Client with the following services ("Services") while remaining a SightCare member; DPO Duties, including:

- Guidance towards compliance
- Audit to assess for ongoing compliance
- Video training for staff
- Ongoing regular teleconf support (reasonable usage)

The Services will also include any other tasks which the Parties may agree on. The DPO hereby agrees to provide such services to the Client

Service Fees

Primary Practice (includes Secondary practices with same company name/legal entity).

Initial set-up cost of £450+ VAT and on-going monthly instalments of £44+ VAT

Secondary Practices (with different company name/legal entity).

Initial set-up cost of £110+ VAT and on-going monthly instalments of £11+ VAT

On-going payments may also be paid quarterly or annually on request. Additional on-site support can be provided as necessary at a cost of £400 + VAT per half day including expenses at cost. Payment will be by Direct Debit unless otherwise agreed by the Parties. Service fees may be increased with a minimum 90 days' notice provided.

Capacity/Independent Contractor

In providing the Services under this Agreement it is expressly agreed that the DPO is acting as an independent contractor and not as a SightCare employee. The DPO and the Client acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for service.

Indemnification

As per GDPR Article 24(1), the accountability of Data Processing remains with the Data Controller, not the DPO.

Confidentiality

Confidential information refers to any data or information relating to the business of the Client which would reasonable be considered to be proprietary to the Client including, but not limited to, accounting records, business processes and client records and that is not generally known in the industry of the Client and where the release of that confidential information could reasonably be expected to cause harm to the Client. The DPO agrees that they will not disclose, divulge, reveal, report, or use for any purpose any confidential information which the Contractor has obtained except as authorised by the Client or as required by law. The obligations of confidentiality will apply during the term of this Agreement and will survive indefinitely upon termination of this Agreement. All written and oral information and material disclosed or provided by the Client to the DPO under this Agreement is confidential information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the DPO.