

MeetingWise – Subprocessor List

Applicable to product V1.3.1 – V1.4.0

1. Purpose of this Document

This document provides transparency about the subprocessors used by AI RiskWise BV in the delivery of MeetingWise. It is intended for customers, auditors, regulators and procurement teams who wish to understand which third parties may process personal data on behalf of AI RiskWise, for what purposes, and under which safeguards. This Subprocessor List forms part of AI RiskWise's broader Governance & Compliance framework and should be read together with the Data Processing Agreement (DPA), Terms & Conditions, and Privacy Policy.

2. Subprocessor Governance Principles

AI RiskWise applies strict governance principles when selecting and managing subprocessors:

- We use only EU-based infrastructure and AI providers for MeetingWise.
- Subprocessors must offer technical and organisational measures at least equivalent to those required under the GDPR.
- All subprocessors are bound by written contractual agreements that reflect the obligations set out in our DPA, including confidentiality, security, data minimisation and audit cooperation.
- Subprocessors are periodically reviewed for continued compliance, security posture and operational reliability.

AI RiskWise remains fully responsible towards its customers for the performance of its subprocessors, in accordance with Article 28 GDPR.

3. Current Authorized Subprocessors

As of the date indicated above, AI RiskWise uses the following authorized subprocessors for the delivery of MeetingWise.

Microsoft Azure

Legal entity: Microsoft Ireland Operations Limited

Processing location: European Union (EU regions only)

Purpose of processing:

Microsoft Azure provides the cloud infrastructure used for the secure hosting, storage, networking and runtime environments necessary to operate MeetingWise. This includes compute resources, encrypted storage, databases and operational monitoring services.

Categories of data processed:

Azure may process encrypted application data, transcripts and summaries during the configured retention period, and limited technical metadata required for system stability and security.

Azure does not process MeetingWise data outside the European Union.

Mistral AI

Legal entity: Mistral AI SAS

Processing location: European Union

Purpose of processing:

Mistral AI provides large language model inference used by MeetingWise to generate summaries, action points and structured textual insights from conversation transcripts.

Categories of data processed:

Only text-based transcript segments submitted for inference are processed.

No long-term storage of customer data takes place, and no customer data is used for model training.

Soniox

Legal entity: Soniox d.o.o.

Registered location: Ljubljana, Slovenia (European Union)

Processing location: European Union

Purpose of processing:

Soniox provides speech-to-text processing capabilities used within MeetingWise to convert spoken audio into textual transcripts. This processing occurs as part of the real-time or near-real-time transcription flow.

Categories of data processed:

Audio segments submitted for transcription and the resulting text output.

Audio is processed transiently and is not stored after processing. Transcript output is returned to AI RiskWise for further handling in accordance with the configured retention settings.

Customer data processed by Soniox is never used for training purposes and remains fully within the control of AI RiskWise and its customers.

4. No Other Subprocessors

AI RiskWise does not currently engage any additional subprocessors for MeetingWise.

In particular, no non-EU subprocessors are used, and no subprocessors are involved in advertising, analytics, profiling or secondary data usage.

5. Changes to Subprocessors

If AI RiskWise intends to add or replace a subprocessor in the future, customers will be informed in advance. Customers may raise reasonable objections based on privacy, security or regulatory considerations. AI RiskWise will work with the customer in good faith to address such concerns. If no suitable solution can be found, the customer may terminate the affected part of the service at the end of the then-current contract term, in line with the Data Processing Agreement.

6. Relationship to the DPA

This Subprocessor List forms an integral part of the AI RiskWise Data Processing Agreement.

The rights and obligations relating to subprocessors, including liability, audit rights and notification procedures, are governed by the DPA.

7. Contact

If you have questions about this Subprocessor List or wish to receive additional information as part of your vendor assessment, please contact:

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