Cloud service provider disclosure

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The form is to be completed for each cloud service provided. For questions not applicable or not disclosed, indicate accordingly in the remarks.

Cloud Service Provider Contact Information

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Contact number: +1-425-421-9945

Certification Body Contact Information

Company name: SOCOTEC

Web address: _____

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Cloud Service Provider Background

Overview of service offering:

Azure is Microsoft's cloud platform: a growing collection of integrated services—compute, storage, data, networking, and app - that help you move faster, do more, and save money.

The Microsoft Azure technology platform is an open and flexible cloud platform that companies can use to quickly build, deploy and manage applications across a global network of Microsoft-managed data centers. Organizations can build applications using any language, tool or framework. And they can also integrate public cloud applications with an existing IT environment.

Microsoft Azure scope includes:

Compute: Azure Core Services (RDFE Fabric and SMAPI), App Service, Batch, Cloud Services, Functions,

Service Fabric, Virtual Machines (including SQL VM), Virtual Machine Scale Sets

Networking: Application Gateway, Azure DDOS Protection, Azure DNS, ExpressRoute, Load Balancer, Network Watcher, Traffic Manager, Virtual Network, VPN Gateway Storage: Backup, Cool Storage, Import/Export, Premium Storage, Site Recovery, Storage (Blobs, Disks, Files, Queues, Tables), StorSimple Web + Mobile: App Service: API Apps, App Service: Mobile Apps, App Service: Web Apps, Azure Search, Media Services, Notification Hubs Containers: Container Registry, Azure Kubernetes Service (AKS), Azure Container Service Databases: Azure Cosmos DB, Azure Database for MySQL, Azure Database for PostgreSQL, Redis Cache, SQL Data Warehouse, SQL Database, SQL Server Stretch Database Analytics: Azure Analysis Services, Data Catalog, Data Factory, Data Lake Analytics, Data Lake Store, HDlnsight, Power Bl Embedded, Stream Analytics Al + Cognitive Services: Azure Bot Service, Machine Learning Studio, Cognitive Services: Computer Vision API, Custom Speech Service, Emotion API, Face API, Language Understanding Intelligent Service Internet of Things:, Event Hubs, Internet of Things (IOT) Hub, Time Series Insights Integration: Logic Apps, Service Bus Security + Identity: Azure Active Directory (Free, Basic, Premium), Azure Active Directory (AAD) Domain Services, Azure Active Directory B2C, Azure Information Protection, Key Vault, Multi-Factor Authentication, Security Center Developer Tools: Application Insights, API Management, Azure DevTest Labs Monitoring + Management: Automation, Azure Advisor, Azure Monitor, Azure Resource Manager, Log Analytics, Microsoft Azure Portal, Scheduler Microsoft Online Services: Microsoft Graph, Microsoft Power Bl, Microsoft Cloud App Security, Microsoft Flow, Microsoft Genomics, Microsoft Agent — Healthbot, Microsoft Intune, Microsoft PowerApps, Microsoft Stream, OMS Microsoft Service Map Microsoft supporting infrastructure Services Service model: Virtual machine instances owned by the user Network facilities Compliance with applicable standards Deployment model: Private cloud Community cloud Mybrid cloud Public cloud Tier: Level 1 Level 2

	■ Level 3		
No.	Criteria	Description	Remarks
Legal	and Compliance		
1.	Right to audit	The user has the right to audit:	
		☑ Virtual machine instances owned by the user	By providing customers with compliant,
		Network facilities	independently verified cloud services, Microsoft makes it easier for customers to
		Compliance with applicable standards	achieve compliance for the infrastructure and applications they run in Azure.
		Technical controls	
		Policies and governance	Microsoft provides Azure customers with detailed information about our security and
		Data centre facilities	compliance programs, including audit reports and compliance packages, to help
		Others	customers assess our services against their own legal and regulatory requirements.
		☐ None	In addition, Microsoft has developed an
		Regulators recognised by Singapore law have the right to audit:	extensible compliance framework that enables it to design and build services using a single set of controls to speed up and
		☑ Virtual machine instances owned by the user	simplify compliance across a diverse set of regulations and rapidly adapt to changes in
		Network facilities	the regulatory landscape.
		Compliance with applicable standards	We provide financial sector customers with a Regulator Right to Examine, which
		Technical controls	includes access to a number of audit- related materials and an opportunity to
		Policies and governance	discuss with our auditor. Report and certification requests can be made through
		Data centre facilities	a Microsoft account representative.
		Others	Microsoft has also established a policy for customers to carry out authorized
		None	penetration testing on their applications hosted in Azure.
		Audit / assessment reports that can be made available on request:	Because such testing can be indistinguishable from a real attack, it is
		Penetration test (Please see side remarks)	critical that customers conduct penetration testing only after obtaining approval in
		Threat and vulnerability risk assessment (Please see side remarks)	advance from Azure Customer Support. Penetration testing must be conducted in accordance with our terms and conditions.
		Vulnerability scan (Please see side remarks)	Requests for penetration testing should be submitted with a minimum of 7 days
		Audit reports (e.g. Statement on Standards for Attestation Engagements (SSAE) No. 16, Reporting on Controls at a Service Organisation)	advanced notice. To learn more or to initiate penetration

			testing, please download the Penetration Testing Approval Form and then contact Azure Customer Support. Customers may also be interested in reading the document entitled "Microsoft Enterprise Cloud Red Teaming". See Azure Trust Center for details: http://azure.microsoft.com/en- us/support/trustcenter/compliance/ Penetration Test, TVRA and Vulnerability scanning reports are provided to auditors upon request as part of audit requirements.
2.	Compliance	The following guidelines / standards / regulations are adhered to: Singapore Personal Data Protection Act ISO / IEC 27001 ISO 9000 ISO / IEC 20000 CSA Open Certification Framework PCI-DSS Others: SOC 1 and SOC 2 SSAE 16/ISAE 3402; CSA Cloud Controls Matrix; FedRAMP (U.S. only); HIPAA BAA and other listed in the Remarks.	By providing customers with compliant, independently verified cloud services, Microsoft makes it easier for customers to achieve compliance for the infrastructure and applications they run in Azure. Microsoft provides Azure customers with detailed information about our security and compliance programs, including audit reports and compliance packages, to help customers assess our services against their own legal and regulatory requirements. Microsoft Azure is compliant to the following certifications: • •ISO/IEC 27001:2013 and 27018:2014 • ISO/IEC 27001 • SOC 1 and SOC 2 SSAE 16/ISAE 3402 Type 1 and Type 2 • CDSA CPS • CJIS • CSA Cloud Controls Matrix 1.2 (Azure) • FedRAMP/FISMA • PCI DSS Level 1 (Azure) • Australia I-RAP • UK G-Cloud • UK Cyber Essentials Plus • HIPAA / HITECH • FDA 21 CFR Part 11 • FERPA • FIPS 140-2 • Data Processing Agreements (DPAs) • European Union (EU) Model Clauses • US-EU Safe Harbor framework

			N 7 1 10010
			New Zealand GCIO
			Japan FISC
			• PIPEDA
			• GLBA
			List of Certifications for Microsoft Azure :
			https://www.microsoft.com/en-
			us/trustcenter/compliance/complianceoffe
	}		rings
			Microsoft's privacy representative for
			Singapore can be reached at the following
			address:
			Microsoft Operations Pte Ltd Attn:
			Frederic Blanchi, Privacy Officer 1
			Marina Boulevard, #22-01 One
			Marina Boulevard Singapore 018989
Data (Control		
3.	Data	All data on the cloud service is owned by the cloud	The following lists helpful information with
	ownership	user except for: content the customer did not	regards to data ownership:
		upload into or create within the service.	regalus to data ownership:
		apieda into or create memi are corridor	1
		The cloud User retains the ownership on the	https://www.microsoft.com/en-
		derived data or attributes of cloud usage except	us/trustcenter/privacy
		for the following:	
		Tor the following.	
		Advertising or marketing	
		Mavertising of marketing	
		Statistics analysis on usage	
		∑ statistics arialysis on asage	
		Others	
4.	Data retention	Data deleted by the user is retained as follows:	Customers may extract and/or delete
	5 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	Data delected by the doct to reconfed as fellows:	Customer Data at any time. When a
		Minimum data retention period is: 90 days	Subscription expires, or terminates, we will
		Millimidili data retellidori period is. 30 days	
		Manipular data vatantian pariadia.	retain any Customer Data you have not
		Maximum data retention period is:	deleted for at least 90 days so that you may
		M. Bataka di assa adiatah	extract it, except for free trials, where we
		Deleted immediately	may delete Customer Data immediately
			without any retention period.
		Log data is retained for a period of:	
			Customers remain responsible for all
		Minimum data retention period as follows:	storage and other applicable charges
			during this retention period. After the 90-
		Maximum data retention period is: 90 days	day retention period ends, Microsoft will
		<u> </u>	disable Customer's account. No more than
		☐ Not retained	180 days after expiration or termination of
			the customer's use of the service, Microsoft
		User data is retained for a period of:	will disable the account and delete the data
		,	from the account.
		Minimum data retention period is:	
		, <u> </u>	More information can be found in the
		Maximum data retention period is: Default is	Online Services Terms:

		90 days after closure of storage account. Not retained	http://www.microsoftvolumelicensing.com/ /DocumentSearch.aspx?Mode=3&Docume ntTypeld=46
		The following types of data are available for download by the cloud user:	Log data retention, this varies by type of log. Logs controlled by the user are
		Log data	retained for whatever period the user sets. Most, but not all, platform logs are retained 90 days.
		Other: Log Data from VMs as well as diagnostic data from Azure Diagnostic API	Users can download logs maintained within their own virtual machines.
5.	Data sovereignty	The primary data locations are:	Customers can choose their data locations and their data will stay within that location
	Sovercigity	Singapore	they specify.
		Asia Pacific	Please find the details of Azure data center locations here:
		Europe	For Azure services, all customer and app
		United States	data remains in Singapore and the responsibility lies with the customer to
		Other	configure this requirement.
		The backup data locations are:	Please find the details of Azure data center locations here:
		Singapore	https://azure.microsoft.com/en-
		Asia Pacific (Hong Kong)	us/regions/
		Europe	
		United States	
		Other	https://azure.microsoft.com/en-
		No. of countries in which data centers are operated: 16	us/regions/services/
***		The user's data stored in the cloud environment will never leave the locations specified in item 5:	Consent is obtained via service agreement and in privacy statement.
a sewer		Yes	https://privacy.microsoft.com/en- us/privacystatement
		Yes, except as required by law	
		Yes, except as noted: See link in remarks section for non-regional services.	
		□No	
		User's consent is required prior to transferring data to a location not specified in item 5 or a third	

	· · · · · · · · · · · · · · · · · · ·		
		party:	
		Yes	
		Yes, except as required by law	
		Yes, except as noted:	
		□No	
		Note: Cloud users are responsible for determining the impact of data protection and data sovereignty laws on the locations where data is stored. In addition, users should understand the risks associated with relevant laws that may allow for law enforcement or other government access to data in-transit or storage with Cloud Service Providers.	
6.	Non-disclosure	Non-disclosure agreement template can be provided by Cloud Service Provider	Non-disclosure is addressed in the service agreement, which includes the following commitment:
		☐ Cloud Service Provider may use customer's NDA (pending legal review)	Microsoft will not disclose Customer Data to a third party (including law enforcement, other government entity, or civil litigant; excluding our subcontractors) except as Customer directs or unless required by law. Should a third party contact Microsoft with a demand for Customer Data, Microsoft will attempt to redirect the third party to request that data directly from Customer. As part of that, Microsoft may provide Customer's basic contact information to the third party. If compelled to disclose Customer Data to a third party, Microsoft will promptly notify Customer and provide a copy of the demand, unless legally prohibited from doing so.
Provid	der Performance		
7.	Availability	The committed network uptime is:	Minimum SLA for all Azure services in scope
		⊠ 99.9 to 99.95%	is 99.9%. There are some services provide higher SLA in specific context:
		☐ Varies according to price plan	• 99.95%: Cloud Services, Virtual Machines
		The committed system uptime is:	and Websites
		⊠ 99.9 to 99.95%	Please find the details and conditions of SLAs for different Azure services:
	į	∀aries according to price plan	https://azure.microsoft.com/en- us/support/legal/sla/
		The cloud environment has the following single points of failure:	

		none	
8.	BCP / DR	☐ Disaster recovery protection	Microsoft does provide escrow arrangements, but will provide process for
		☑ Backup and restore service	SLA service credit claims.
		Suser selectable backup plans	
		Escrow arrangements	
		No BCP / DR is available	
		RPO - Managed by cloud user	
		RTO - Managed by cloud user	
		Others, please specify:	
9.	Liability	The following terms are available for the users on failure of the provider to meet the service commitment:	Liability for outages is addressed in the Service Level Agreements, available here: https://azure.microsoft.com/en-
		Network failure	us/support/legal/sla/
		Liability:	Liability not addressed in the SLAs is addressed in the subscription agreement.
		☐ Infrastructure failure	Microsoft Azure's subscription agreement
		Liability: Same as network failure	for Singapore is here:
		☑ Virtual machine instance failure	https://azure.microsoft.com/en- us/support/legal/subscription-
		Liability: Same as network failure	agreement/?country=sg&language=en
		Migrations	
		Liability:	
		☐ Unscheduled downtime	
		Liability: Same as network failure	
		□ Database failure	
		Liability: Same as network failure	
		Monitoring failure	
		Liability: Same as network failure	
Serv	rice Support		
10.	Change management	The Cloud Service Provider has established the following for changes, migrations, downtime, and	

r			
		other potential interruptions to cloud services:	guidance documentations.
		 ☐ Communication plan and procedures for proactive notification ☐ Assistance in migration to new services when legacy solutions are discontinued ☐ Ability to remain on old versions for a defined time period 	laaS: No need for assistance from Microsoft, expected to be transparent to the customer. PaaS: Will provide guidance for limited migration scenarios.
			1
		Ability to choose timing of impact	
11.	Self-service provisioning and	Provide self-service provisioning and management portal for users to manage cloud services:	
	management	⊠ Yes	
	portal	□No	
		If yes, describe the functions of the self-service provisioning and management portal provided:	
		☑ Allow role-based access control (RBAC)	
		✓ Manage resource pools (e.g. VMs, storage, and network) and service templates	
		☐ Track and manage the lifecycle of each service	
		☐ Track consumption of services	
		Others:	
12.	Incident and problem	Delivery mode of support:	Support plans as follows:
	management		https://azure.microsoft.com/en-
		Access via portal	us/support/plans/
		Access via phone support	< 15 minutes (with Azure Rapid Response) or <1 hour (without Azure Rapid Response)
		☐ Direct access to support engineers	Customers have continuous access to their
	:	Availability of support:	own virtual machines and other services.
	;	⊠ 24 x 7	On Azure Virtual Machines (IaaS), Microsoft does not audit customer instances.
		During office hours support, please specify the hours of operations:	Auditing of workloads, vulnerability assessment and penetration testing within the Virtual Machines or for their own virtual machines is the customer's
		After office hours support, please specify the hours of operations: 24x7 support in English.	responsibility.

			- Aller - Alle
		Service response time: The following are available to users upon request: Permanent access to audit records of customer instances Incident management assistance Incident response time: Dependent on severity of incident and type of support plan; between 15 minutes – 8 hours Mean time to repair on detection of faults:	
13.	Billing	The following billing modes are available (please elaborate granularity of charges and measurement):	Other pricing model: Azure has a monthly committed spend model which offer discount to Pay-per-usage.
		Pay per usage per hour (up to per min/hour/day/month for compute/storage for laaS/PaaS. Fixed pricing (up to yearly/monthly/daily)	Customers are able to see the entire billin history since the subscription starts. Microsoft offers an Enterprise Agreemer for Azure on a pre-paid commitment basis.
		Other pricing model Enterprise Agreement for Azure	
		Not disclosed	
		Available billing history:Months	
14.	Data	Importable VM formats: VHD - Virtual Hard Disk	VHD formats: VHD - Virtual Hard Disk
	portability	Downloadable formats: VHD - Virtual Hard Disk	Downloadable formats: same as above
		Supported operating systems: See side remarks	Supported OS:
		Language versions of supported operating systems:	•Windows https://support.microsoft.com/en- us/help/2721672/microsoft-server-
İ		Supported database formats: See side remarks	software-support-for-microsoft-azure- virtual-machines
		API:	•Linux - https://docs.microsoft.com/e
		Common: See side remarks	us/azure/virtual-machines/linux/tutorial- backup-vms
		Customized: See side remarks	Language versions of supported operat
		Upon service termination, data is available through:	systems: See above URL

[1
		Physical media	Supported database formats: SQL, NoSQL
A. A		Standard methods as described above Other methods: Physical-disk shipping subject to geographical availability	API: Open Data standards, REST Management API, Web Services, etc. Microsoft Azure has a service available for sending in your own hard drives for upload
			https://docs.microsoft.com/en- us/azure/storage/storage-import-export- service
15.	Access	Type of access to the service is through: Public access Private access (e.g. VPN, dedicated link) IPv6 access is supported Other access methods Public access speed (shared bandwidth) in Mbps:	These services are constantly updated. Please contact Microsoft for the latest updates and roadmap, which is available under the terms of Microsoft's nondisclosure agreement. For more info on regions supported by IPV6 go to: https://azure.microsoft.com/en-us/updates/ipv6-for-azure-vms/
16.	User management	 ☑ Identity management ☑ Role based access control ☑ Federated access model ☑ Integration with Identity management solutions ☐ Others	ARBAC for management portal functions is on near term roadmap. RBAC for user management could be done through an Identity Management system of choice, such as Forefront Identity Manager, and DirSync to Microsoft Azure AD Services OR the provisioning of an organization-owned AD through IaaS. Customer can implement RBAC through the utilization of Active Directory (AD). AD is a Commercial Off The Shelf (COTS) directory service implemented by Microsoft for Windows domain networks. O365 MT uses Azure AD to implement Role Based Access Control (RBAC) via the use of AD groups. For the purposes of this control, the term "security group" references an Azure AD group which is used to enforce RBAC permissions.
17.	Lifecycle	The cloud user may select the following for service upgrades and changes: Automatic provisioning	
		User customisable provisioning	

Conse	Security Configurations				
18.	Security configuration enforcement	Security configuration enforcement checks are performed:	For more information, please see the following link:		
	checks	✓ Manually✓ Using automated tools	https://www.microsoft.com/en- us/trustcenter/compliance/complianceoffe		
		How often are enforcement checks being performed to ensure all security configurations are applied?	<u>rings</u>		
	3	External audits are done semi-annually. Self-assessment is performed regularly.			
19.	Multi-tenancy	 □ Distinct physical hosts □ Distinct physical network infrastructure ☑ Virtual instance grouping ☑ User definable security domains ☑ User customisable firewall ☑ User definable access policies 	Fundamental to any cloud architecture is the isolation provided to customers. The distributed virtual firewall in Azure helps customer's private network traffic remain separated from other customers' data. In addition, a customer subscription can contain multiple logically isolated private networks: • Deployment network: Each deployment can be isolated from others at the network level. Multiple VMs within a deployment can communicate with each other through private IP addresses. • Virtual network: Each virtual network is isolated from other virtual networks. Multiple deployments (inside the same subscription) can be placed on the same virtual network, and then allowed to communicate with each other through		
Convi	co Flacticity		private IP addresses.		
20.	ce Elasticity Capacity elasticity	The following capacity elasticity options are available:	Programmatic interface to scale up or down - yes		
į		Programmatic interface to scale up or down Mean time to start and end new virtual	Mean time to start and end new virtual instances - Can be automated through Powershell / SMA integration.		
1000		instances	Alerts to be sent for unusual high usage – Yes, performance counters can be sent via Powershell cmdlets		
		Minimum performance during peak periods	Minimum performance during peak periods – No.		

		Minimum duration to scale up computing resources	
		Minimum additional capacity guaranteed per account (number of cores and GB memory)	
21.	Network resiliency and elasticity	The following network resiliency and elasticity options are available: Redundant Internet connectivity links Redundant Internal connectivity Selectable bandwidth up toMbps Maximum usable IPs: Customers can use any IP address range defined in RFC1918. That means the entire 10.0.0.0/8 (16,777,216 addresses) Load balancing ports Load balancing protocols Anti-DDOS protection systems or services Defence-in-depth mechanisms, please specify: See side remarks Network traffic isolation, please specify: See side remarks Shared or dedicated bandwidth, please specify: Shared/Dedicated based on geographical availability. See side remarks. QoS traffic control services Alerts to be sent for unusual high usage Minimum performance during peak periods Minimum period to scale up network throughput	Defence-in-depth mechanisms: https://azure.microsoft.com/en- us/services/security- center/?&WT.srch=1&WT.mc id=AID SEM b7bGQl8h& Microsoft Azure Cloud security whitepaper: https://servicetrust.officeppe.com/Docume nts/TrustDocuments
22.	Storage redundancy and elasticity	The following storage redundancy and elasticity options are available: Redundant storage connectivity links within	Microsoft Azure includes a "service" called Geo-Replication. It provides durability by constantly maintaining multiple healthy

	each data centre	replicas of data both within and between
		data centers. With geo-replication, Azure
	Redundant storage connectivity links between	Storage keeps data durable in two
	data centres belonging to the same cloud	locations. It replicates customer data
	belonging to the same cloud	hundreds of miles between two locations
	Storage traffic isolation, please specify:	(i.e., between North and South US,
		between North and West Europe, and
	Shared or dedicated storage network	between East and Southeast Asia) to
	bandwidth, please specify:	provide disaster recovery in case of
	Quality of service storage traffic control	regional disasters.
	services	Also the geo-replication information from
		one data center to another as following:
	Maximum storage capacity for entire cloud,	https://docs.microsoft.com/en-
	please specify:	us/azure/sql-database/sql-database-geo- replication-portal
		replication portur
	Maximum storage capacity for single user, please specify:	Billing alert enables customer to get
	picase specify.	proactive email notifications when the bill
	A storage account can contain any number of	goes above a certain monetary threshold that customer configures.
	containers, and a container can contain any number of blobs, up to the 500 TB capacity limit of	
	the storage account.	
	Maximum expandable storage, please specify:	
	Refer to above for maximum storage account	
	Alerts to be sent for unusual high usage	
	Minimum storage I / O performance during peak periods	
	Minimum period to scale up storage I / O throughput	