

# Quick Guide: Subprocessors

## Background

Subject to the instruction of a Customer, Coupa Software, Inc. (“**Coupa**”) hosts a Customer instance either in the Europe Economic Area, United States of America, in the APAC region or as otherwise agreed. In the course of providing services on the Coupa Platform, Coupa personnel located in- and outside of the selected hosting region may require access to Customer Data.

In addition, Coupa and its Affiliates engage third-party contractors and suppliers in the context of the provision of the Coupa Platform and selected Hosted Applications (“**Third-Party Suppliers**”). Some of these Third-Party Suppliers may have access to, and process, Customer Data, including Customer Personal Data (“**Subprocessors**”).

This quick guide shall provide you with an overview on the various Subprocessors currently used by Coupa in the performance of the Coupa services. Please note that the specific details of Subprocessors used for each Customer depend on the individual subscription scope and configuration. This quick guide is subject to change.

## Default Subprocessors

If you are a customer on the Coupa platform, the following Third-Party Suppliers are used as default Subprocessors.

Name and Address	Scope of Subprocessing
<b>Amazon Web Services Inc.</b> Fortune Chambers, 410 Terry Avenue North Seattle, WA 98109-5210, USA <a href="https://aws.amazon.com/">https://aws.amazon.com/</a>	Cloud-Infrastructure Services (including Rekognition service ( <a href="https://aws.amazon.com/rekognition/faqs/">https://aws.amazon.com/rekognition/faqs/</a> ) where regional availability and restrictions apply <sup>i</sup> and Simple Email Service) <sup>ii</sup>
<b>Coupa and its Affiliates</b> in the Europe Economic Area, USA, UK, Colombia and India	Customer Support Services

## Additional Subprocessors

Depending on the individual subscription scope and configuration of a Customer on the Coupa platform, the following Third-Party Suppliers are used as additional Subprocessors by Coupa when providing the services.

Name and Address	Hosted Application / Service	Scope of Subprocessing
<b>Looker Data Sciences Inc. a Google company</b> 101 Church Street Santa Cruz, CA 95060 USA <a href="https://looker.com/">https://looker.com/</a>	Analytics	Reporting, analytics, and dashboarding
<b>Snowflake Inc.</b> 450 Concar Drive San Mateo, CA, 94402, USA <a href="http://www.snowflake.com">www.snowflake.com</a>		
<b>TrustWeaver AB a Sovos Compliance, LLC company</b> 200 Ballardvale Street, Building 1 4th Floor Wilmington, MA 01887, USA <a href="https://sovos.com/">https://sovos.com/</a>	Compliant eInvoicing, Expenses	Electronic signature
<b>Concentrix</b> - Dalian Jumeng Technologies Development Ltd. 4F, 18 Software Park Road, Shanhekou District, Dalian, P.R. China 116023 <a href="http://www.concentrix.com">www.concentrix.com</a>	Customer Support in Chinese or Japanese language (upon request only)	Customer Support Services (1st Level) for Customers with locations in China and Japan

Name and Address	Hosted Application / Service	Scope of Subprocessing
<b>Microsoft Corp.</b> One Microsoft Way Redmond, Washington 98052, USA <a href="https://azure.microsoft.com/">https://azure.microsoft.com/</a>	InvoiceSmash, Sourcing Optimization	Cloud-Infrastructure Services (separate hosting)
<b>Traxo, Inc.</b> 211 N. Ervay St. Suite 500 Dallas, TX 75021, USA <a href="http://www.traxo.com">www.traxo.com</a>	Expenses	Parses confirmation emails and passes travel itinerary information to Coupa Travel Service for processing.
<b>Google LLC.</b> 1600 Amphitheatre Parkway Mountain View, CA 94043, USA <a href="https://cloud.google.com/">https://cloud.google.com/</a>	Various (Expenses, Mobile, CSP, Spend Guard, InvoiceSmash)	Google Vision (OCR) <sup>iii</sup> , Google Translation, Google Maps, Google Places, Google Analytics <sup>iv</sup>
<b>Twilio Inc.</b> 375 Beale Street, Suite 300 San Francisco, CA 94105, USA <a href="http://www.twilio.com">www.twilio.com</a>	Supplier Portal - Notification (if enabled by supplier)	Sends text message notification to the supplier
<b>Conferma Ltd.</b> 5 Brooks Drive, Cheadle Royal Business Park Cheadle, Cheshire, SK8 3TD, United Kingdom <a href="https://confermapay.com/">https://confermapay.com/</a>	Pay	Provides connectivity to Banks, Credit Card Networks and other Conferma partners
<b>Mastercard International Incorporated<sup>v</sup></b> 2000 Purchase Street Purchase, NY 10577, USA <a href="https://www.mastercard.com">https://www.mastercard.com</a>	Pay	Provides connectivity to issuers and banks.
<b>CXG Outsourcing EOOD</b> 1234 Sofia, Business Center Labirint 25 Prof. d-r Petar Dertliev str., Bulgaria <a href="https://cx-g.com/">https://cx-g.com/</a>	Managed Services	Provides additional staffing for AIC data analytics, supplier enablement and other managed services
<b>Iterable, Inc.</b> 71 Stevenson St, Suite 300 San Francisco CA 94105, USA <a href="https://iterable.com/">https://iterable.com/</a>	Early Payment Discounting	Provides messaging services to suppliers and financing partners
<b>Segment.io, Inc. a Twilio company</b> 100 California Street, Suite 700 San Francisco, CA 94111, USA <a href="https://segment.com/">https://segment.com/</a>		
<b>Viewpost North America, LLC</b> 315 E. Robinson Street, Suite 225 Orlando, FL 32801, USA <a href="http://www.viewpost.com">www.viewpost.com</a>	Pay	Check Printing

## Legacy Subprocessors & Subcontractors

If you are a Customer on a legacy platform of a company previously acquired by Coupa, the following legacy subcontractors are currently used. Depending on the configuration, some of the legacy subcontractors may have access to Customer Personal Data and thus qualify as a Subprocessor. Other subcontractors are listed for information only.

Legacy Application	Name and Address	Scope of Services
2017 - Simeno (myCatalogPool)	<b>ITpoint Systems AG</b> Riedstrasse 1, 6343 Rotkreuz, Switzerland <a href="http://www.itpoint.ch">www.itpoint.ch</a>	Cloud-Infrastructure Services
2018 - Aquire (Catalog Management)	<b>Microsoft Corp.</b> (details as before)	Cloud-Infrastructure Services
2018 - DCR Workforce (now Contingent Workforce)	<b>Amazon Web Services Inc.</b> (details as before)	Cloud-Infrastructure Services
	<b>Microsoft Corp.</b> (details as before)	Cloud-Infrastructure Services
2019 - Exari (now Contract Lifecycle Management)	<b>Amazon Web Services Inc.</b> (details as before)	Cloud-Infrastructure Services
2020 - Bellin (now Treasury)	<b>PlusServer GmbH</b> Hohenzollernring 72, 50672 Cologne, Germany <a href="http://www.plusserver.com">www.plusserver.com</a>	Colocation Services
	<b>ComputerLine GmbH</b> Zellgut 7, 6214 Schenkon, Switzerland <a href="http://www.computerline.com">www.computerline.com</a>	Colocation Services
2020 - LLamasoft (now Supply Chain Design & Planning)	<b>Amazon Web Services Inc.</b> (details as before)	Cloud-Infrastructure Services

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<sup>i</sup> For more details see <https://aws.amazon.com/about-aws/global-infrastructure/regional-product-services/>

<sup>ii</sup> For more details see <https://aws.amazon.com/ses/>

<sup>iii</sup> Google uses distributed global data centers to temporarily process image files and return back results of the OCR function. Google currently does not offer regionalization of processing within Google Cloud Vision API. For more details see <https://cloud.google.com/vision/docs/data-usage>

<sup>iv</sup> Google Translation, Google Maps, Google Places and Google Analytics may, in their terms of use, seek to use customer personal data from time to time; however, Coupa does not share such personal data with Google. Coupa utilizes Google Maps for certain products which require location-based services. Google requires that the following terms are notified to customers as part of Coupa's obligations in its use of Google Maps: (1) Google Maps/Google Earth Additional Terms of Service: [https://maps.google.com/help/terms\\_maps.html](https://maps.google.com/help/terms_maps.html); and (2) Google Privacy Policy <https://www.google.com/policies/privacy/>

<sup>v</sup> Mastercard International Incorporated is expected to be offered to customers from later in Q1 2024.