

# **Privacy Statement**

Getz Clinical is committed to protecting the rights to privacy of our employees and stakeholders. This Privacy Statement deals with personal information that may be collected by us through electronic and manual means. This Statement describes how we may collect, use and disclose personal information and data subjects' rights to privacy.

We shall provide a separate privacy notice in an appropriate format and manner whenever we collect personal data through other channels.

Getz Clinical employees, business partners and offices including Getz Clinical Pty. Ltd in Singapore and Getz Clinical Pte. Ltd in Australia and Getz Clinical Phils. ROHQ in the Philippines strictly follow the privacy practices described in this Statement.

#### How we collect, use, and disclose your personal data

Getz Clinical may collect and process personal information depending on the nature of your interaction with us.

We generally do not collect personal information unless it is voluntarily submitted to us by you through Getz Clinical website or through other channels.

We do not sell or trade personal information to anyone unless we have your consent, or we are required by the law to do so. We may share personal information with third-party service providers that perform services for Getz Clinical.

# Purposes of the collection of data

We collect and use personal information of our employees for the purposes of administration and management of employment, while information collected through our website are necessary to support and enhance our products and services and our relationship with the clients. We only share personal data outside our organization with consent. We strive to protect the security of personal data collected by use of appropriate technologies, measures, and processes. Personal information collected will only be used for specified and legitimate purposes.



# **Data Retention and Disposal**

Getz Clinical will only retain your personal information as long as it is necessary for the specified purpose and in compliance with applicable laws.

We ensure that our manner of disposal shall ensure that the personal information shall no longer be retrieved, processed, or accessed by unauthorized persons.

#### Your Personal Data is secured with us

Getz Clinical is implementing policies and appropriate organizational, physical, and technical security measures to protect your privacy from unauthorized access and improper use. We restrict access to your personal data to authorized employees who need to know that information to provide benefits, products, or services to you. We train our employees and stakeholders the importance of confidentiality and maintaining the privacy and security of your information.

# **Your Privacy Rights**

You are afforded of rights in relation to your personal information. The following are:

• Right to information

You have the right to be informed of the purpose/s of the collection and processing of your personal data. Getz Clinical collects, process and stores personal information with your consent.

• Right to object

You have the right to refuse to the collection and processing of your y personal information, including processing for direct marketing, automated processing, profiling or statistical analysis, unless the processing is necessary for legal obligation, pursuant to a subpoena or contract purposes.

• Right to access

You have the right to access your personal information and obtain a copy of any information relating to you from our computer database or manual filing system insofar allowed by law and provided that you execute a written request to our Data Protection Officer.



• Right to correct

You have the right to correct any inaccuracy or error in your personal information and we will immediately correct it upon your request. You need to provide sufficient supporting documents for the rectification of your personal information.

• Right to erase

You have the right to withdraw or order the blocking, removal or destruction of your personal data upon discovery of no overriding legal ground for processing, when your personal data was used in purposes you did not authorize, or when your privacy rights have been violated.

• Right to damages

You have the right to be indemnified for any damages due to inaccurate, outdated, false, unlawfully obtained or unauthorized use of your personal data, considering any violation of your privacy rights.

• Right to data portability

You have the right to obtain a copy of your personal data we process or store in electronic or structured format for your further use, subject to the guidelines of the relevant privacy law/s regarding the exercise of such right.

• Right to file a complaint

In case you feel that your personal information has been misused, maliciously disclosed, or improperly disposed, or your data privacy rights have been violated, you may file a complaint directly to us and we will respond immediately including any legal obligations involving data protection and privacy.

# **Transmissibility of Data Subject Rights**

You may assign your rights as a data subject to your legal assignee or lawful heir and assert another individual's rights as a data subject provided that you are his or her authorized legal assignee. You may also invoke another person's data privacy rights after his or her death if you are his or her legal heir. This also applies to parents of minors, or their legal guardian, who are responsible for asserting their rights on their behalf.

Personal data used for scientific and statistical research is not applicable to this right.

# **Changes to the Privacy Statement**

We may revise this Privacy Statement at any time without any prior notice. Date of last update/review of this Privacy Statement is written below the Data Protection Officer's contact details.



# **Contact Us**

If you wish to request access, correct inaccuracies, update your personal information or submit a complaint, please direct your query to Getz Clinical Data Protection Officer. The Getz Clinical's Data Protection Officer's name and contact information are as follows:

Aubrey Rivera 3F Molave Bldg., 2231 Chino Roces Ave, Makati City DataPrivacy@getzclinical.com +63 998 597 8707