

Privacy and Personal Data Protection Policy

1. INTRODUCTION

In this Privacy Policy ("Policy"):

- 1.1 "Act" refers to the Singapore Personal Data Protection Act 2012 as amended, revised or reenacted from time to time;
- 1.2 "personal data" has the meaning given to it in the Act;
- 1.3 any reference to "you", "your" and words of similar import refers to any individual who may have provided any personal data to us for any purpose and any online users and visitors to this website; and
- 1.4 any reference to "we", "us" or "our" and words of similar import refers to [Innerstar] and its successors and assigns.

By (i) accessing our website and any of its pages; (2) participating in any of our programmes; or (3) otherwise giving consent in particular circumstances, you consent to the collection, use and disclosure of your personal data to us and agree to be bound by the terms and conditions of this Policy.

2. COLLECTION AND USE OF PERSONAL DATA AND OTHER INFORMATION

2.1 Personal Data

As a general rule, we will collect and use your personal data solely for the purposes notified to you.

2.2 Withdrawal of Consent

You may withdraw your consent to the collection, use or disclosure of your personal data at any time by giving us reasonable notice. If you withdraw your consent, we will inform you of the expected consequences of your withdrawal.

2.3 Handling of Personal Data

Only authorised staff or volunteer have access to your personal data. Our authorised volunteer or staff are contractually obliged to maintain the confidentiality and privacy of your personal data at all times.

2.4 Disclosure of Personal Data

We do not sell any personal data in our possession to anyone or any third party for any purpose. Your personal data will not be published on our website or otherwise made available by us, unless otherwise agreed or self-initiated. We will only disclose your personal data in circumstances that

Privacy and Personal Data Protection Policy

have been specifically notified to you or otherwise only in limited circumstances such as to government departments, statutory boards, regulatory or law enforcement agencies or in accordance with the applicable laws.

2.5 Compliance of Third Parties

In the event that we may be required to share your personal data with any third party we will notify you beforehand and obtain your consent.

Without prejudice to the foregoing, our website may contain links to other websites which are outside our control and are not covered by this Policy. If you access other websites using the links provided, the operators of these websites may collect information from you which will be used in accordance with their privacy policy, which may differ from ours.

2.6 Security Measures in Place to Protect Personal Data

We endeavor to take precautions to ensure that the information you have provided is protected against unauthorised or unintended use, access or disclosure. Nevertheless, we do not warrant the security of your personal data transmitted to us using our website and Internet and online services. This is because you accept the risks that any of your personal data transmitted to or received by us using our website, and Internet and online services may still be accessed and/or disclosed by unauthorised third parties.

2.7 Aggregate Data and cookies

We may use cookies to identify you from other users on our website. These cookies may include session cookies to track your interactions from page to page and in order to store your selected inputs so you are not constantly asked for the same information. (A cookie is a small file of letters and numbers that we store on your browser or the hard drive of your computer or device.) You can block or deactivate cookies in your browser settings. By continuing to use our website, you are agreeing to the use of cookies on the website as outlined above.

2.8 Web analytics by Google Analytics

Our website may contain web analytic services provided by Google Analytics. This means that when you visit our website, a cookie will be stored on your computer or mobile device, except when your browser settings do not allow for such cookies.

Privacy and Personal Data Protection Policy

Google Analytics acts as our agent, which means that we solely determine the purposes for which the data is being used. You can find out more about the relationships between Google Analytics and us in the Google Analytics' privacy policy.

If you do not wish information about your behaviour at our website or any mobile or web-based applications being collected and assessed by Google Analytics, you can install the Google Analytics opt-out browser add-on.. The browser add-on is available for most modern browsers. The Google Analytics opt-out browser add-on does not prevent information from being sent to the website itself or in other ways to web analytics services.

3. RESPONSIBILITY TO SAFEGUARD PERSONAL DATA USING THE WEBSITE

3.1 You are also responsible for safeguarding your personal data when you use our website

It is important that you do your part to ensure that any personal data provided to us via our website, email or any other channels of communication are done in a safe and secure manner. We will not be liable to you for any losses, damages, expenses, costs (including legal costs) and charges (whether direct or indirect, foreseeable or unforeseeable, special or consequential or economic loss) incurred or suffered by you arising out of you sending email messages containing your personal data to us over the Internet or for any error, fraud, forgery, system failure or anything beyond our control or in connection with your failure to adhere to the terms and conditions herein and the terms and conditions of access to our website under and/or your failure to follow the above recommended security measures.

4. ACCESS TO PERSONAL DATA

Under the Act, you have the right of access to your personal data in our possession or under our control or information which may have been used or disclosed by us within a year before the date of your request. Your request for access must be made to us in writing and is subject to the payment of any fees that we may prescribe.

5. CORRECTION OF PERSONAL DATA

If you have any reason to believe that any personal data which you have provided to us is inaccurate, incorrect, incomplete or not updated, you may write to us. We will, after using reasonable efforts to verify the authenticity of the request, promptly update your records accordingly within seven (7) working days from the date of receipt of your request.

Privacy and Personal Data Protection Policy

6. RETENTION OF PERSONAL DATA

Your personal data will be retained by us for as long as the original purposes or the legal or business purposes for which your personal data was collected continue. If retention is no longer necessary, we will use reasonable efforts to delete, destroy or de-identify your personal data unless retention of the same is required to satisfy legal or regulatory requirements or to protect our interests or in accordance with our policies.

7. WAYS IN WHICH PERSONAL DATA MAY BE COLLECTED

7.1 Personal data may be collected from you through our website in a variety of ways, including but not limited to the following:

- when you make a donation to us;
- when you volunteer or participate in any programmes
- when you participate in any survey conducted by us.

7.2 Apart from the website, we may also collect personal data from you, or personal data on you may be received by us, through other means, including but not limited to the following:

- when you make a donation to us;
- when you volunteer or participate in any programmes
- when you participate in any survey conducted by us.

This is not an exhaustive list. In the event that we collect any personal data on you for any reason, or through any means, any such collection and use of your personal data will be subject to this Policy.

8. USE OF PERSONAL DATA COLLECTED

Without prejudice to any other provision of this Privacy Policy, any personal data collected through our website or otherwise will be used and/or disclosed by us for any one or more of the following purposes:

- (a) to respond to your requests and queries;
- (b) to verify and process your personal particulars;
- (c) to process donations made by you (offline or online), including effecting payment;
- (d) to communicate with you;
- (e) to enforce our legal rights and remedies under this Privacy Policy and the Terms of Use;
- (f) for marketing research, user profile and statistical analysis;
- (g) to send you information, updates in relation to our programmes and donation campaigns

Privacy and Personal Data Protection Policy

(h) complying with applicable laws and regulations, the requests of law enforcement and regulatory officials, or orders of court; and

9. ENQUIRIES

If you have any queries, concerns or complaints relating to the collection, use or disclosure of your personal data, please email info@myinnerstar.com. We will attend to your queries, concerns or complaints as soon as possible.

10. AMENDMENTS TO THE POLICY

We may amend this Policy from time to time and will make available the updated Policy on our website. By continuing to access our website, you agree to be bound by the terms and conditions of the Policy, as amended from time to time.

11. GOVERNING LAW AND SUBMISSION TO JURISDICTION

This Policy is governed by Singapore law and you agree to irrevocably submit to the exclusive jurisdiction of the Singapore Courts.