

## Personal Data Protection Statement

Organization name: Great Employment Agency (06C2981)

Our agency place great importance regarding the collection of personal data we are entrusted to. We take responsibilities under Singapore Personal Protection Act 2012 (PDPA) and believe it is our responsibility to manage , protect and process your personal data only with consent.

The data collected from our organization for processing of documents, that previously collected and/or collection in future, may be collected, used, disclosed and/or processed for one of more purposes as follows:

- i) Work Permit Application/Renewal/Extension and Search Function when requested.
- ii) Home Leave - Philippines Embassy, Indonesia Embassy, Myanmar Embassy and any other country Embassy.
- iii) Passport Application, renewal, extension for respective home country.
- iv) New hire, transfer of Foreign Domestic Worker (FDW)
- v) Any other services as required.
- vi) Dealing in any matters relating to the services which you want us to provide you. This includes but is not limited to contacting you or communicating with you via phone/email, text message and/or text message, email and/or postal mail for the purpose of administering and/or managing your contractual relationship with us such as but limited to communication with you on matters related to the services as listed.

## Declaration

I/We hereby declare and warrant that:

- a) I/We agree to accept the Company policy as per above.
- b) I/We agree to inform if there is any change in any of the details, I have provided to above Organization in this application. I understand and agree that it is my sole responsibility to inform and update organization of any change to my personal information. I hereby agree to indemnify and absolve above Organization of any inaccurate or incomplete information due to my failure to update above Organization promptly of any changes to my personal information.
- c) The personal data you provided to above Organization, to be used, disclose to individual (3rd party individual) for processing.
- d) I/We agree not to disclose or disseminate FDW biodata or documents publicity or to 3rd party as the FDW Biodata is exclusive to the Agency.
- e) I/We have read and agree to the above, included as to how my personal data may/ will be collected, used disclosed and processed by above Organization and others as stated above.

Name of Client: \_\_\_\_\_

NRIC/PASSPORT/FIN: \_\_\_\_\_

Signature and Date: \_\_\_\_\_

