

PERSONAL DATA PROTECTION STATEMENT

1. INTRODUCTION

At the MIFC Leadership Council (“MLC”), we recognise the importance of privacy and the sensitivity of personal information. As required under the Personal Data Protection Act 2010, this statement is issued to all individuals and organisation whose personal data is collected and processed by us.

The purpose of this Personal Data Protection Statement (“Statement”) is to inform you of your rights concerning the personal data that has been and/or will be collected and processed by MLC, with its place of operation at **Bangunan AICB, Level 1 (Room 1.05), Podium Block, 10 Jalan Dato Onn, 50480 Kuala Lumpur, Malaysia**. This applies when you interact with us, including through our website, meetings, business missions, programmes, roundtables, seminars workshops, conferences or events.

By interacting with us, accessing our website, or participating in our events, you acknowledge that you have read and understood this Statement and agree to the collection, use, processing, and disclosure of your personal data as outlined herein and in accordance with the Act.

This Statement may be amended or updated periodically. We advise you to check this Statement on our website for any amendments or updates. By continuing to use our website or engage with us after any amendments to this Statement, you confirm your acceptance of the updated terms.

2. YOUR CONSENT

By providing your personal data to MLC, you confirm that you have read and understood this Statement, and consent to the collection, use, and processing of your personal data as outlined. If you provide personal data of others, you warrant that you have obtained their consent for MLC to process their data accordingly.

3. COLLECTION OF PERSONAL DATA

Personal data generally refers to any information that identifies you. The personal data collected will mainly be from you such as through application forms, business card, enquiry via email or online, subscription and cookies.

However, some personal data may also be collected from other available sources including but not limited to credit reporting agencies, government department or agencies, public registries, websites, social media, publications, business missions, events, roundtables, seminars and conferences.

Your personal data is collected and processed by us at the start of our services or interaction and, from time to time, throughout our ongoing engagement. The types of personal data collected and processed by us include:

- a) **Personal identification information** such as name, NRIC / passport number, residency status, correspondence address, contact details including mobile, office and residential telephone number and facsimile number, email address, banking details, financial / creditworthiness information, images (still or recording);
- b) **Demographic information** such as age, date of birth, nationality, gender, race/ethnicity, nationality, marital status, education level, geographic location;
- c) **Employment information** such as occupation/job title, name of employer, employer’s address and contact number, employment category (private sector, government sector, self-employed, non-working or others), details of relationship with the company (e.g. promoter, director, shareholder);

- d) **Technical information** such as your IP address, browser type, operating system and device information;
- e) **Usage data** such as the pages you visit, the actions you take on our website and the referring/exit pages.
- f) such other information relevant or required for:
 - i. our engagement/interaction/transaction;
 - ii. compliance with legal and regulatory requirements;
- g) any additional information provided by you or third parties about you; and
- h) recordings, images and videos capture during meetings, events and engagement.

4. PURPOSES FOR COLLECTION OF PERSONAL DATA

Your personal data is collected and processed by us for our business activities, including the following purposes:

- a) to verify your identity;
- b) to communicate with you, including responding to your enquiries;
- c) all purposes related to or in connection with our ongoing engagement and/or interaction;
- d) to comply with legal and/or regulatory requirements including court orders;
- e) for our day-to-day operations and administrative purposes including file management, auditing, reporting, and investigations (if necessary);
- f) to send you materials including newsletter, articles, publications, updates or information about events, conferences, roundtables, seminars, talks which may be of interest to you;
- g) to inform you of new initiatives, meeting requests, special offers and promotions;
- h) for security and internal audit, and operational integrity purposes;
- i) for promotional and marketing purposes, including the use of photographs, audio, or video recordings for documentation, publicity, marketing, and internal reporting, with notice provided and consent implied through participation;
- j) for such other purposes as may be directed or consented to by you;
- k) for all other purposes in relation to or incidental to the above.

5. DISCLOSURE OF PERSONAL DATA

Under certain circumstances, we may be required to disclose your personal data to third parties. Third parties to whom your personal data may be disclosed by us are as follows:

- a) any persons directed by or consented to by you;
- b) any persons required for the purposes of the engagements and/or interaction including but not limited to counter parties, affiliates, event and/or strategic partners, co-organisers, sponsors, other advisors, financial institutions, regulatory bodies, our employees;
- c) any person for the purposes of compliance with legal and regulatory requirements;
- d) our data processors i.e. third parties whom we engage to process personal data on our behalf including but not limited to archival storage providers, data entry service providers, computer backup services, disaster recovery services, banks and financial institutions, event management platforms; and
- e) our professional advisors including but not limited to legal advisors, tax advisors, financial advisors, auditors, consultants.

Further, we may also be required to transfer your personal data outside of Malaysia for the purposes and to such third parties stated in this Statement, and to such third parties as stated. The transfer of your personal data outside of Malaysia would also be required if you are travelling, residing or based outside Malaysia.

6. OBLIGATION TO PROVIDE PERSONAL DATA

We acknowledge that you have the right in deciding the information you wish to provide to us. The provision of the information listed above is voluntary in nature. However, please note that if you do not provide the information above or limit the way such information is to be processed, it may result in us not being able to:

- a) communicate or correspond with you;
- b) undertake the engagement or transaction and/or proceed with our ongoing interaction; and/or
- c) grant you access to our website.

7. DATA ACCESS AND DATA CORRECTION

To make a request related to your personal data (access, correction, withdrawal of consent), please write to us at:

MIFC Leadership Council (MLC)
Bangunan AICB
Level 1, Podium Block
10 Jalan Dato Onn
50480 Kuala Lumpur
Malaysia
Email: secretariat@mifc.com

8. SECURITY OF PERSONAL DATA

We are committed to ensuring that your personal data is stored securely in our databases and in our office(s). All reasonable efforts and practical steps are made to ensure that any personal data held by us is protected against any loss, misuse, modification, unauthorised or accidental access or disclosure, alteration or destruction. To ensure that your personal data in our retention is accurate and up-to-date, you are advised to notify us promptly in the event of any changes or inaccuracy to your personal data.

9. RETENTION

We will retain your personal data for as long as necessary to fulfil the purposes outlined in this Statement, in accordance with our internal policies and legal obligations.

10. DISCLAIMER

The accuracy and completeness of your personal data depends on the information you provide. We assume that the information you have provided is accurate, up to date and complete unless you inform us otherwise.

Where you provide any third-party information to us including but not limited to employer, colleagues, family information, it is our assumption that such information is accurate, up to date and complete and that you have obtained the necessary consent to disclose the same.