

SAMPLE CONSENT FORM FOR ONLINE VISITORS

I, understand and agree that by providing my personal data or by clicking the applicable icon or button, I am agreeing to the [Privacy Notice](#) and giving my full consent to SM Foundation, Inc. (SMFI) and its affiliates as well as its partners and service providers, if any, to collect, store, access and/or process any personal data I may provide herein, such as but not limited to my name and email address, whether manually or electronically, for the period allowed under the applicable law and regulations, for the purposes of my subscription to the newsletter or the processing of my request or message. I acknowledge that the collection and processing of my personal data is necessary for such purposes. I am aware of my right to be informed, to access, to object, to erasure or blocking, to damages, to file a complaint, to rectify and to data portability, and I understand that there are procedures, conditions and exceptions to be complied with in order to exercise or invoke such rights.

PRIVACY NOTICE

Who we are

Thank you for visiting our official webpage. We are SM Foundation, Inc. (SMFI). For more information on SMFI, you may visit the following link: <http://www.sm-foundation.org/aboutus/foundation>.

Our Privacy Commitment

SMFI respects and values your rights as a Data Subject under Data Privacy Act (DPA). SMFI is committed to protecting personal information that it collects, uses and/or processes in accordance with the requirements under the DPA and IRR. For this purpose, SMFI implements reasonable and appropriate security measures to maintain the confidentiality, integrity and availability of such personal information.

Our services

SMFI evaluates applications for scholarships, assistance or participation, conducts and publicizes activities, events, missions or programs, responds to offline or online queries or concerns, and performs other services necessary for legitimate purposes (Services).

What we collect

SMFI collects, uses and/or processes any and all personal information necessary and mandatory for SMFI to perform its aforementioned Services. Such personal information may include the following:

- Full Name
- Date of Birth
- Gender
- Home Address
- Email Address
- Contact number

- Educational background
- Photos

Should you choose not to provide any of the above personal information, SMFI may not be able to accommodate your request or perform its Services.

How we collect

SMFI collects, uses and/or processes personal information by manual, physical, electronic or automated means.

Why we collect

SMFI collects, uses and/or processes personal information for purposes of providing better services in evaluating applications for scholarships, assistance or participation, conducting and publicizing activities, events, missions or programs, responding to offline or online queries or concerns, and performing other services necessary for legitimate purposes (Purposes).

When we collect

SMFI collects personal information when you provide the same manually or electronically, or at SMFI's offices or online. SMFI, however, may dispose or delete in a secure manner any such personal information in the event that such personal information is not, or no longer, necessary for the Purposes.

How we store and transmit

Only authorized SMFI personnel are granted access to personal information collected by SMFI. Personal information collected via the internet or other electronic methods is stored in a secure database, while physical records of personal information are stored in locked filing cabinets.

How we use

SMFI uses the personal information it collects only for the abovementioned Purposes as is without further processing. If necessary, SMFI may subject the personal information to additional processing before using the same for such Purposes.

The term "processing" herein shall have the same meaning as provided in the IRR of the DPA, to wit: any operation or any set of operations performed upon personal information including, but not limited to, the collection, recording, organization, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, erasure or destruction of data.

Where we store and process

SMFI stores and processes personal information only within the Philippines. SMFI shall comply with the applicable laws and regulations should it transfer the storage and/or processing thereof outside the country.

Third Parties

SMFI will not share your personal information with third parties unless necessary for the abovementioned Purposes and unless you give your consent thereto. Such third parties may include SMFI's subsidiaries and affiliates as well as business partners, service providers and contractors or subcontractors. Any personal

information shared with such third parties shall also be covered by the appropriate agreement to ensure that all personal information is adequately safeguarded.

Retention Period

SMFI retains the personal information it collects only for the period allowed under the applicable laws and regulations, including but not limited to the DPA and IRR. SMFI shall immediately destroy or dispose in a secure manner any personal information the retention of which is no longer allowed under the said applicable laws and regulations.

Responsibility and Right to Access or Correct

You are responsible for the accuracy and correctness of any personal information you provide to SMFI, as well as for the consequences of disclosing your personal information to SMFI and failure to provide the accurate, correct and updated personal information.

You have the right to access and to correct or update the personal information, which you provided and which SMFI collected and stored, in accordance with the conditions and requirements under the DPA and IRR.

To access and/or correct or update such personal information, please contact the Data Protection Officer (DPO) by sending an email to katherine.virrey@smfoundation.org with your full name and the personal information you wish to access or to be corrected or updated. The DPO will contact you within the time required by the law and regulations. Where correction of personal information is not possible, the DPO shall explain the reason for refusing to make such correction.

Should you wish to obtain a hardcopy or printout of such personal information, any and all costs related thereto shall be for your own account.

Inquiry

For inquiries regarding the processing of personal information stated in this Privacy Notice, as well as any concerns or complaints regarding data privacy, or the exercise of your rights as a Data Subject under the DPA, you may contact the DPO as follows, provided that any complaint should be in writing, clearly state the material facts, specify your contact information, include supporting evidence and be submitted to the following office address or email address:

The Data Protection Officer
SM Corporate Offices
Building B, J.W. Diokno Blvd.
Mall of Asia Complex, CBP-1A, Pasay City
Tel: _____
Email: katherine.virrey@smfoundation.org.

Amendment

SMFI may change this Privacy Notice from time to time by posting the updated version of the Privacy Notice. You are encouraged to visit this site frequently to stay informed about how SMFI uses your personal information.