

Disclaimer

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Personal Data Protection Notice

PERSONAL DATA PROTECTION NOTICE

This Personal Data Notice (“the Notice”) serves to inform you how Messrs Ang & Lau (“the Firm”) uses your Personal Data under Personal Data Protection Act 2010 (“the PDPA 2010”). By engaging our services or furnishing us with your Personal Data (directly or indirectly) you hereby consent to the processing of your Personal Data by the Firm.

COLLECTION OF INFORMATION

1. “Personal Data” means information which you have provided to the Firm, such as including but not limited to your name, national identification card number, passport number, contact number, address, e-mail address, designation, company name, company number, qualifications and bank account information and any information which may identify you that may be collected, stored, used and processed by the Firm from time to time.
2. The provision of your Personal Data is voluntary. However if you do not provide your Personal Data, the Firm may not be able to:-

- i) Communicate with you; and
- ii) Provide you with the services which you require.

PURPOSE

1. By providing any of your Personal Data to the Firm, you hereby consent that the Firm may use and process your Personal Data for the purposes relating to the services which you have requested and for the business activities of the Firm which shall include, without limitation:-

- To communicate with you;
- To respond to questions and comments from you;
- For our own internal administration;
- To provide information to regulatory and governmental authority in order to comply with statutory and government requirements;
- To comply with our obligations under the law;
- To better understand your needs;
- To evaluate and monitor provision of services;
- For security and fraud prevention purposes;
- For statistical analysis;
- For our branding, communications and corporate affairs purposes which include publication in printing materials, website and/or electronic media as well as external parties' printing materials and/or electronic media;
- For the purpose of complying with the Companies Act 2016;

And you agree and consent to the Firm using and processing your Personal Data in the manner as identified in the Notice.

USE AND DISCLOSURE

You further agree that the Firm may engage other companies, service providers or individuals to perform functions/services on the Firm's behalf, and consequently may provide access or disclose your Personal Data to third parties such as those listed below, without limitation:-

- Information technology service providers;

- Data entry service providers;
- Storage facility service providers;
- Banks and financial institutions;
- Insurance providers;
- Any professional advisors and external auditors; and
- Regulatory and governmental authorities in order to comply with statutory and government requirements.

ACCESS & CORRECTION REQUESTS AND INQUIRIES

You may at any time hereafter make inquiries, complaints and request for access to, or correction of your Personal Data or limit the processing of your Personal Data by contacting us at (subject always to all other applicable laws):

ANG & LAU

SS-01-15, Skypod Square

Persiaran Puchong Jaya Selatan

Bandar Puchong Jaya

47100 Puchong

Selangor Darul Ehsan

Tel: +603-8082 3745

Fax: +603- 8082 2745

E-mail: david@ang-lau.com

In respect of your right to access and/or correct your Personal Data, the Firm has the right to refuse your requests to access and/or make any correction to your Personal Data for the reasons permitted under the law, such as where the expense of providing access to you is disproportionate to the risks of your privacy and reserves the right to request satisfactory documentary evidence of the new and/or amended data before allowing corrections requested to be made for purposes of accuracy and fraud prevention.