

CDAP Personal Data Protection Policy

Privacy Notice

The Carl Duisberg Association of the Philippines (CDAP) respects your concerns about privacy. This Privacy Policy applies to the personal data that we collect and handle for the purposes of maintaining a current membership directory and providing information on its activities and other announcements to its members and participants. For the purposes of this Privacy Notice, “personal data” means any information relating to an identified or identifiable individual.

Information You Provide Us

The information you voluntarily provide us through the CDAP’s Member Information Sheet, including online and in printed form, will be included in a spreadsheet, which shall be generated from the online form or encoded, as appropriate. Such spreadsheet shall be saved as a file, which shall serve as the Official CDAP Directory. Likewise, the information you voluntarily provide us through your registration in the activities we organize or co-organise, host or co-host, will be included in the same Official CDAP Directory.

Specific Purpose of Processing

Said information therein will be used for the sole purpose of getting in touch with you, as a member of the CDAP.

Handling Your Information

The Official CDAP Directory shall be updated every two years. You will be informed of every such update and shall on each such occasion be asked to review and update your data in said Directory. You shall also have the option of opting out and requesting in writing (such as by email message or in print) such withdrawal of personal data, whereby, said information shall be removed within one month upon receipt of such request.

The information in said Directory shall be accessible to all the members of the incumbent Board of Trustees, more specifically, those directly involved in the related activities requiring access to your personal data. Members who are actively involved in assisting the Trustees as members of the working committees shall also have access to such information, as the situation may so require.

Safekeeping Your Information

The Official CDAP Directory shall be saved in personal storage drives and in the CDAP’s Official External Hard Drive. When the need arises, the file is transferred or sent amongst the Trustees only as attachment to an email message. The file shall neither be saved in cloud storage spaces, social media storage spaces or shared via social media applications.

Information We Share

We do not sell or otherwise disclose personal data collected as set out above

Questions or concerns

Please contact the us at CDAPBSec@gmail.com.