

# Data Privacy Policy

## 1. Introduction

The Association of Government Internal Auditors, Inc. (AGIA) is a non-government organization that aims to provide quality seminars and trainings to internal auditors and allied professionals in the Philippines public sector. The AGIA is committed to protecting the personal data of its members and employees to ensure that their right to privacy is being observed.

This Privacy Policy describes the AGIA's policies and practices regarding its collection and use of your personal data, and outlines your privacy rights. It will also present how the AGIA stores and uses personal information that is collected by the AGIA or provided to the AGIA, whether through our website or other means.

This will serve as a Privacy Notice to enable the AGIA to collect and process your personal information. Our official website is [www.agiaphil.org](http://www.agiaphil.org)

## 2. Collection and processing of personal

The AGIA may collect the following types of personal data, but not limited to:

- Personal Information
- Contact Information
- Employment Information

The AGIA processes your data to provide you with membership services, in-person and virtual trainings/seminars, processing of transactions and payments, and marketing and promotional activities, among others. The AGIA also uses this information to better understand the needs, concerns, and interests of its members.

## 3. Data Security and protection

The AGIA implements reasonable and appropriate physical, technical, and organizational measures for the protection of personal data and appropriate security measures to protect personal data from unauthorized access, disclosure, alteration, and destruction. This includes encryption, access controls, and regular security assessments.

## 4. Data Sharing, Retention, and Disposal

The AGIA may share personal data with third parties only for legitimate promotional purposes, and such sharing will be conducted in accordance with applicable data protection laws and regulations. Personal data will be retained only for as long as necessary for the purposes outlined in this policy or as required by law. The Association will securely dispose of data that is no longer needed.

## 5. Changes to the Privacy Policy

The AGIA may update this Data Privacy Policy periodically. Any changes will be posted on our website, and the date of the last update will be indicated.

## 6. Contact Information

For questions, concerns, or requests related to data privacy, please contact:

Data Privacy Officer at [secretariat.agia@gmail.com](mailto:secretariat.agia@gmail.com) or telephone no. (02) 7739-0045.