

PERSONAL DATA PROTECTION NOTICE

With reference to the Personal Data Protection Act 2010 (herein after referred to as 'the Act') that was enforced on 15th November 2013, Gano Excel Enterprise Sdn Bhd is ensuring that we are compliant with this Act. Pursuant to the requirements of the Act, we are now issuing this Notice to all our Independent Distributors detailing the management of your personal data that was previously collected.

1 EXISTING PERSONAL DATA

Gano Excel Enterprise Sdn Bhd will process your personal data as listed, but not limited to, below, which has been provided by you to Gano Excel Enterprise Sdn Bhd for the furtherance of your direct selling transactions.

- Name, Job details (designation, company) etc
- Age, sex, date of birth, MyCard number, etc
- Race, nationality, etc
- Contact information, address, phone number, email address, etc
- Marital status, family details (children and spouse's details)
- Photographs given to Gano Excel Enterprise Sdn Bhd and/or taken at official company functions, etc
(collectively hereinafter referred to as 'the personal data')

2 USAGE OF DATA

Gano Excel Enterprise Sdn Bhd will use and/or process the personal data for, amongst others, the following reasons.

- Inform you of new promotions
- Disbursement of Commissions earned.

3 DISCLOSURE OF YOUR PERSONAL DATA

Gano Excel Enterprise Sdn Bhd will keep your personal data confidential and will not be disclosed for any purpose other than the purpose for which the personal data was collected at the time of collection. However, on certain circumstances, your personal data may be disclosed to any other parties as stated or required by the Act.

4 SECURITY

Gano Excel Enterprise Sdn Bhd shall keep and process your personal data in a secure manner, where practicable, in accordance with the applicable laws and regulations to prevent the unauthorized or unlawful processing of your personal data including loss, misuse, modification, unauthorized or accidental access or disclosure,

alteration or destruction.

5 RETENTION OF DATA

The personal data processed shall not be kept longer than is necessary after termination of contract / agreement between yourself and Gano Excel Enterprise Sdn Bhd. Gano Excel Enterprise Sdn Bhd shall take all reasonable steps to ensure that all personal data is destroyed or permanently deleted if it is no longer required for the purpose for which it was to be processed.

6 ACCESS AND CORRECTION TO YOUR PERSONAL DATA

If you would like to access, make any enquiries or change your personal data, you may contact :

Customer Service Department
No. 3,4,5, Shahab Perdana,
Lebuhraya Sultanah Bahiyah,
05150 Alor Setar, Kedah.
Darul Aman, Malaysia.
Telefon : +604-7346828
Faks : +604-7346828
Email : info@ganoexcel.com.my

Request to access or correct the personal data may be subject to a fee.

个人数据保护通知

根据 2013 年 11 月 15 日实施的"2010 年个人数据保护法令" (以下简称"法令"), 瑞翔企业确保我们严守此法令。根据该法令的要求, 我们现在向所有独立传销商发布此通知, 详细列明您之前所提供的个人数据管理。

1. 现有个人资料

瑞翔企业将处理您提供给瑞翔企业的个人数据, 如下显示, 但不仅限于此, 以方便日后的业务交易。

- 姓名、工作细节 (职位、公司) 等
- 年龄、性别、出生日期、身份证号码等
- 种族、国籍等
- 联络方式、信息、地址、电话号码、电邮等
- 婚姻状况, 家庭资料 (孩子和配偶的详细资料)
- 提供给瑞翔企业的照片和/或在公司主办的活动中所拍摄的照片等 (以下统称为"个人数据")

2. 使用数据

瑞翔企业将使用和/或处理您的个人数据，原因如下：

- 告知您新的促销活动
- 获得花红的汇款

3. 透露您的个人资料

瑞翔企业将对您的个人资料进行保密，而且不会因为收集数据的最初目的以外的原因而向外公开。然而，在某些特殊情况下，您的个人数据可能会按照法令规定或要求而透露。

4. 安全措施

瑞翔企业将在可行的情况下，根据适用的法律和规定，以安全的方式保存和处理您的个人数据，以防止未经授权或非法的处理；包括遗失、滥用、修改、未经授权或意外浏览或透露、更改或破坏。

5. 保留数据

在您与瑞翔企业签订终止合同/协议后，您的个人数据将不被瑞翔企业保留。瑞翔企业将采取一切合理措施来确保所有个人数据已彻底被销毁或永久删除。

6. 浏览及修改您的个人数据

如果您想浏览，修改或有任何关于您的个人数据的问题，请联络：

Customer Service Department
No. 3,4,5, Shahab Perdana,
Lebuhraya Sultanah Bahiyah,
05150 Alor Setar, Kedah.
Darul Aman, Malaysia.
Telefon : +604-7346828
Faks : +604-7346828
Email : info@ganoexcel.com.my

要求浏览或修改个人数据可能需要付费