### PRIVACY POLICY

----

#### **OVERVIEW**

This privacy policy has been compiled to better serve those who are concerned with how their 'Personal Data' is being used online. Personal Data, as described in the Republic of Singapore's Personal Data Protection Act 2012, means data, whether true or not, about an individual who can be identified (a) from that data; or (b) from that data and other information to which the organisation has or is likely to have access. Please read our privacy policy carefully to get a clear understanding of how we collect, use, protect or otherwise handle your Personally Identifiable Information in accordance with our website.

## What personal information do we collect from the people that visit our website?

When ordering or registering on our site, as appropriate, you may be asked to enter your name, email address, phone number, credit card information, NRIC / Passport Number or other details to help you with your experience.

#### When do we collect information?

We collect information from you when you register on our site or enter information on our site.

### How do we use your information?

We may use the information we collect from you when you register, make a purchase, sign up for our newsletter, respond to a survey, participation in an initiative, marketing communication, surf the website, or use certain other site features in the following ways:

- To administer a contest, promotion, survey or other site feature.
- To quickly process your transactions.

# How do we protect your information?

Our website uses Payment Card Industry (PCI) Compliant partners to handle any and all transactions that involve personal information pertaining credit cards which are used for payment. This means that our partners are scanned on a regular basis for security holes and known vulnerabilities in order to make your visit to our site as safe as possible.

We do not use Malware Scanning.

Your personal information is contained behind secured networks and is only accessible by a limited number of persons who have special access rights to such systems, and are required to keep the information confidential. In addition, all sensitive/credit information you supply is encrypted via Secure Socket Layer (SSL) technology.

We implement a variety of security measures when a user places an order enters, submits, or accesses their information to maintain the safety of your personal information.

All transactions are processed through a gateway provider and are not stored or processed on our servers.

#### Do we use 'cookies'?

We do not use cookies for tracking purposes.

You can choose to have your computer warn you each time a cookie is being sent, or you can choose to turn off all cookies. You do this through your browser settings. Since browser is a little different, look at your browser's Help Menu to learn the correct way to modify your cookies.

## Third-party disclosure

We do not sell, trade, or otherwise transfer to outside parties your Personally Identifiable Information unless we provide users with advance notice. This does not include website hosting partners and other parties who assist us in operating our website, conducting our business, or serving our users, so long as those parties agree to keep this information confidential. We may also release information when it's release is appropriate to comply with the law, enforce our site policies, or protect ours or others' rights, property or safety.

However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

## Third-party links

Occasionally, at our discretion, we may include or offer third-party products or services on our website. These third-party sites have separate and independent privacy policies. We therefore have no responsibility or liability for the content and activities of these linked sites. Nonetheless, we seek to protect the integrity of our site and welcome any feedback about these sites.

## Google

Google's advertising requirements can be summed up by Google's Advertising Principles. They are put in place to provide a positive experience for users.

https://support.google.com/adwordspolicy/answer/1316548?hl=en

We do not use Google AdSense Advertising on our website.

Google, as a third-party vendor, uses cookies to serve ads on our site. Google's use of the DART cookie enables it to serve ads to our users based on previous visits to our site and other sites on the Internet. Users may opt-out of the use of the DART cookie by visiting the Google Ad and Content Network privacy policy.

## We have implemented the following:

Demographics and Interests Reporting

We, along with third-party vendors such as Google use first-party cookies (such as the Google Analytics cookies) and third-party cookies (such as the DoubleClick cookie) or other third-party identifiers together to compile data regarding user interactions with ad impressions and other ad service functions as they relate to our website.

### **Opting out:**

Users can set preferences for how Google advertises to you using the Google Ad Settings page. Alternatively, you can opt out by visiting the Network Advertising Initiative Opt Out page or by using the Google Analytics Opt Out Browser add on.

#### **Personal Data Protection Act**

Your submission of personal information through the website is governed by the Republic of Singapore's Personal Data Protection Act 2012.

See more at: <a href="https://sso.aqc.gov.sq/Act/PDPA2012">https://sso.aqc.gov.sq/Act/PDPA2012</a>

## How does our site handle Do Not Track signals?

We honor Do Not Track signals and Do Not Track, plant cookies, or use advertising when a Do Not Track (DNT) browser mechanism is in place.

#### Does our site allow third-party behavioral tracking?

It's also important to note that we do not allow third-party behavioral tracking

#### What if I wish to unsubscribe?

If at any time you would like to unsubscribe from receiving future emails, you can follow the instructions at the bottom of each email, and we will promptly remove you from ALL correspondence.

## **Contacting Us**

If there are any questions regarding this privacy policy, you may contact us using the information below.

Website: <a href="https://www.sgmuso.org">https://www.sgmuso.org</a>

Address: 28 Aliwal Street, Singapore 199918

Email: info@sgmuso.org

Last Edited on 2018-05-08