

## What We Collect:

### **Types of Personal Data Collected from *Customers***

- ❖ Personal Identification information including:
  - Name, NRIC, Passport Number
  - Photographs & Videos taken at events
  - Closed Circuit Television (CCTV) footages of Walk-in Customers
  - Voice logger recordings for Debt Collection services
- ❖ Business Contact information which may include personal data such as:
  - Residential/Mailing Address (which may be the registered address of businesses)
  - Email Address (which may be the personal email address of business owners)
  - Phone Number (which may be personal mobile number of businesses)
  - Fax Number (which may be home fax number of businesses)
- ❖ Other information to carry out business transactions for the sale of our products and services including:
  - Credit Card Details

### **Types of Personal Data Collected from *Employees***

- ❖ Personal Identification information including:
  - Name, NRIC, Passport Number
  - Citizenship
  - Photographs & Videos taken at events
  - Closed Circuit Television (CCTV) footages for monitoring purposes
  - Voice logger recordings for quality and monitoring purposes
- ❖ Contact Information which may include personal data such as:
  - Residential/Mailing Address
  - Email Address
  - Home Phone Number & Mobile Number
- ❖ Other information for employee evaluation and administrative matters including:
  - Academic Qualifications
  - Medical History
  - Employment Records
  - Affiliations to Memberships, Interests & Preferences
  - Bank Details
  - Spouse Information

### **Types of Personal Data Collected from *Vendors***

- ❖ Personal Identification information including:
  - Name, NRIC
- ❖ Contact Information which may include personal data such as:
  - Email Address
  - Home Phone Number & Mobile Number