

## **ICC Academy Data Protection Notice**

Those individuals who successfully pass an ICC Academy exam are listed on the ICC Academy website as ICC Academy Alumni. The label "ICC Academy Alumni" means that they have successfully gone through a rigorous examination process.

ICC Academy maintains the Alumni records in:

- ICC Academy database
- ICC Academy website (records available to the general public upon search)

In order to comply with the General Data Protection Regulation of 27 April 2016 ("GDPR") and the Singaporean Personal Data Protection Act ("PDPA"), ICC Academy explains in this Data Protection Notice how ICC Academy uses the personal data collected. We will not use or share personal data with anyone except as described in this Data Protection Notice.

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### **Purpose of the data processing**

The information requested is collected by ICC Academy for the recording, administration and online publication of your status as an Alumni of ICC Academy.

### **Data Controller / DPO Data Controller**

The International Chamber of Commerce Academy ("ICC Academy"), Maxwell Chambers Suite, 28 Maxwell Rd, 069120 Singapore, Singapore.

Contact details of the DPO: [dpo@iccademy.com.sg](mailto:dpo@iccademy.com.sg)

### **Legal Basis**

Article 6 (1) f of the GDPR: the ICC Academy's legitimate interests in developing the knowledge and competence of global trade professionals and building the capacity of companies involved in international commerce to operate effectively.

### **Categories of data processed:**

- Name
- Last Name
- Job Title
- Certificate taken
- Industry
- Country
- Photo (optional)
- LinkedIn profile (optional)

The data comes from you and from your registration as an alumnus of ICC Academy.

### **Categories of recipients of the data**

- ICC Academy teams in charge of missions related to the management of ICC Academy Alumni

**Data storage**

ICC Academy stores your data within the WordPress database on a Google Cloud Server located in Taiwan.

**Data retention period**

ICC Academy processes and retains your personal data for the period of your registration as an alumnus of ICC Academy. The data is kept for 5 years from the date of registration. ICC Academy and its subsidiaries have taken reasonable measures to protect your personal information from loss, misuse and alteration.

**Your rights**

You have the right to query access, and to rectify or erase personal data. You also have the right of restrictions of processing or to object to the processing as well as the right to data portability. To exercise your rights, you can contact the Data Protection Officer (DPO) of ICC Academy: [dpo@iccademy.com.sg](mailto:dpo@iccademy.com.sg)