



Republic of the Philippines
Department of Science and Technology
INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE
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ITDI DATA PRIVACY NOTICE

This Data Privacy Notice states about ITDI policy on how we collect, use, store, transfer/disclose and retain/dispose or otherwise process personal data. We respect everyone's privacy and we aim to comply with the requirements of all relevant privacy and data protection laws, particularly the Data Privacy Act of 2012 (DPA). Being a government agency, ITDI wanted to balance our stakeholder's privacy and the free flow of information in order for us to carry our mandates and in compliance with Freedom of Information Bill.

Information We Collect, Acquire or Generate and Maintain

We collect, acquire, generate and process personal information in different means. It could be through written or hardcopy, digital or online, photographic or video images or even in biometric forms, upon data subject request or consent, or upon the lawful order of any recognized authority. Examples include:

- a. Customer profile from ITDI Technical Services Request Form – Directory information such as contact person's name, email, address, contact number and other contact details
- b. ITDI Job Applicants – Personal information such as email, address, contact number, family background, educational record, employment history, medical records and other information needed as required by the job opening
- c. ITDI Employee – Personal information such as email, address, contact number, family background, educational record, employment record, ITDI credentials and other personal data submitted during employment to ITDI
- d. ITDI Suppliers – Directory information such as contact person's name, email, address, contact number and other contact details

ITDI may keep personal information from the moment of submission, during engagement and even during retention period of each document. For more detailed information about data privacy of our stakeholders, please refer to our Data Privacy Manual or contact our Data Protection Officer:

Mr. Jose Mari B. Manalo

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As data subject, ITDI guarantees that your rights to DPA Law is properly observed and protected. In compliance to the authority and other circumstances, we may make changes to this Privacy Notice. We will let you know through our website and when available, other means of direct communication as any modification to this Privacy Notice is effective immediately upon approval of ITDI authorized signatory.


ANNABELLE V. BRIONES, Ph.D.
Director 

Inspired by Technology, Driven by Innovation

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ASEAN Consultative Committee for Standards & Quality - Rubber-Based Product Working Group | ASEAN Rubber Testing Laboratory Committee | Asia Nano Forum (ANF) | Asia-Pacific Food Analysis Network (APFAN) | Asia Packaging Network (APN) | Asia Pacific Legal Metrology Forum (APLMF) | Asia Pacific Metrology Programme (APMP) | General Conference on Weights and Measures (CGPM) | ISTA Global and Asia Pacific | International Association of Packaging Research Institutes (IAPRI)