



DOST-PCAARRD

Department of Science and Technology

**PHILIPPINE COUNCIL FOR AGRICULTURE, AQUATIC AND NATURAL RESOURCES
RESEARCH AND DEVELOPMENT**

ISO 9001:2015

DATA PRIVACY NOTICE

Privacy Statement

DOST-PCAARRD puts premium value on the privacy and security of personal data entrusted by its stakeholders. We commit to comply with Republic Act 10173, also known as the Data Privacy Act of 2012 (DPA), and fully cooperate with the National Privacy Commission (NPC).

In fulfillment of our banner programs: Strategic R&D, R&D Results Utilization, Policy Research & Advocacy, Capability Building and R&D Governance, we conduct proposal packaging, monitoring and evaluation of programs/projects, meetings, trainings, workshops, seminars, exhibits and other activities to strengthen the National Agriculture, Aquatic, and Natural Resources Research and Development System (NAARRDS) ensuring maximum results and impacts from R&D investments.

Personal Data Collected

We shall be collecting the following personal information during registration, either online or onsite:

- Name
- Contact Number
- Email Address
- Address
- Affiliation
- Birthdate/Age Bracket
- Sex
- Signature/Electronic Confirmation
- Academic Background
- Professional Services
- Work History
- All other personal information indicated in your submitted Curriculum Vitae/Resume
- Photo documentations of events which may or may not include you



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Data Collection Purpose

Your name, contact number, email address and address shall be used as reference so we may communicate with you. Affiliation, birthdate/age bracket and sex shall be used to generate statistics for assessing the results of the event.

Academic background, professional services, work history, and all other personal information indicated in your submitted Curriculum Vitae/Resume shall serve as part of our evaluation as to your terms of reference pertinent to an activity.

Your signature/electronic confirmation shall serve as means to validate your actual presence and secure your consent for us to process your personal data. Event photos which you may be included shall be used for reports and promotional materials.

Data Processing and Retention

For Intellectual Property Rights Management capacity building activities, we shall enforce a Non-Disclosure Agreement (NDA) with the participants, speakers and organizers to acknowledge the confidential relationship among the concerned parties and to protect the confidential information shared from disclosure to outside parties. Confidential Information shall mean know-how and data, technical or non-technical, and other information, disclosed by the concerned parties, whether disclosed or provided in oral, written, graphic, photographic or any form.

The NDA shall come into force upon signing and shall remain in force for the duration of the activity and shall remain in force thereafter for one year, or until an intellectual property (IP) application is filed for the Technology, whichever comes sooner.

Attendance sheets are required supporting documents when liquidating expenses under the Government Accounting Manual (GAM) of the Commission On Audit (COA).

All personal information shall remain confidential and will be used only for the specified purpose. They may be shared in hard/soft copy with appropriate security measures. These shall also remain with DOST-PCAARRD in accordance with National Archives of the Philippines (NAP) General Circular No. 1, Rules and Regulations Governing the Management of Public Records and Archives



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Administration and General Circular No. 2, dated January 20, 2009, Guidelines of the Disposal of Valueless Records in Government Agencies, unless data subjects agree to have them updated before its scheduled disposal.

Your Rights as a Data Subject

As provided by the Data Privacy Act, you may object to the processing of your personal data, request access to your personal information, and/or have it corrected, erased, or blocked, and even withdraw your consent on reasonable grounds. For the details of your rights as a data subject, you can visit the National Privacy Commission website at <https://www.privacy.gov.ph/> or get in touch with our Data Protection Officer through the contact details below.

Contact Number: (049) 554-9670 loc. 267

Email Address: dpo@pcaarrd.dost.gov.ph