

DATA PRIVACY POLICY

Privacy Policy

Web2.PH, a Proweaver company, is committed to upholding the data privacy rights of its stakeholders in compliance with Republic Act No. 10173, commonly referred to as the Data Privacy Act of 2012, and relevant laws, rules, and regulations.

Personal Information and its Collection and Use

Web2.PH. gathers, handles, retains, and examines personal information from its applicants, employees, and visitors as part of its regular business operations.

In the context of employment, Web2.PH may collect personal information, including but not limited to names, ages, marital statuses, contact details, government-issued identification cards, tax returns, and educational backgrounds of applicants, current employees, and former employees. This information is utilized to assess employment eligibility, manage payroll and benefits, and ensure compliance with applicable statutory and regulatory requirements.

Furthermore, in addressing security and operational considerations within Web2.PH's premises, personal data such as names, company names, identification cards, and the purpose of the visit may be collected from guests and visitors. This data is used to verify identities, record visit purposes, and monitor on-site activities.

Retention, Processing and Protection Information

Personal information will be used as stated and won't be processed without the explicit consent of the individual, or those considered as lawful criteria for processing of personal or sensitive personal information under Section 12 and 13 of R.A. 10173 otherwise known as the Data Privacy Act, or for any purposes beyond what has been disclosed. Web2.PH will retain the personal information for as long as it serves the initial purpose or any additional purposes agreed upon by the individual, or until it is no longer necessary for legal, regulatory, or business reasons.

Once personal data is no longer required, the company will prudently take actions to securely eliminate the information or permanently de-identify it. Paper files undergo secure shredding, while electronic information is deleted through meticulous data formatting, rendering it irrecoverable and non-reproducible subject to the retention requirements under the applicable rules and regulations.

The personal information may be securely stored within Web2.PH's premises or in a protected online system/database. Proweaver Inc. employs various organizational security measures, including internal policies, procedures, and physical and technical safeguards, to ensure the confidentiality and protection of the collected personal data. This involves secure storage spaces, technology installations to prevent unauthorized access, and overall measures to guarantee the security of personal data.

Disclosure of Personal Information

Web2.PH is committed to maintaining the strict confidentiality of personal data. Only authorized personnel, bound by strict confidentiality, are permitted to access or process the personal data provided by the data subject.



Right as a Data Subject

In accordance with the Data Privacy Act, you have the right to oppose the processing of your personal data, ask for access to your personal information, and/or request its correction, removal, or restriction based on reasonable grounds and other related rights of the same law.

Contact Information

Should you have any inquiries, feedback, and/or complaints, you may reach the Data Protection Officer (DPO) through the following contact details:

The Data Protection Officer

Tel. No.: (032) 321 - 2305

Email Address: monique@proweaver.com

