

PERSONAL DATA WITHDRAWAL OF CONSENT REQUEST FORM

- If you would like to withdraw consent to the processing of personal data of yourself or the data subject under the Personal Data Protection Act 2010, please complete this form and email to DPO_Socma@psccorporation.com, together with relevant documents that are requested in this form.
- Data subject means an individual who is the subject of the personal data.
- Please note that we will not be able to comply with your request in certain circumstances, e.g. where we are not able to verify your identity or similar requests have been received repetitively. However, we will notify you of any such decision.
- The data provided in this form will be used for processing your request for withdrawal of consent. The provision of personal data is voluntary. However, if you do not provide sufficient data, we may not be able to process your request.
- If the request is made by an individual other than the data subject, such request must be supported by proof or evidence, including but not limited to a copy of NRIC or Passport, Authorization Letter, Letter of Administration or Probate issued by courts, Power of Attorney, etc.
- You may be asked to provide additional information to help us process your request.

A. IDENTITY OF THE REQUESTOR (please mark “X” of your answer)

	I am the data subject.
	I am a Third-Party Requestor (i.e. I am making this request for personal data of another person)

B. PARTICULARS OF DATA SUBJECT

Name	:		NRIC / Passport No.	:	
Address	:				
Telephone No.	:		Email Address	:	
Employee No. (if data subject is/were our employee)	:		Department (if data subject is/were our employee)	:	

C. PARTICULARS OF THIRD-PARTY REQUESTOR (if you are the data subject, please DO NOT fill in this part)

Name		NRIC / Passport No.	:	
Address				
Telephone No.		Email Address	:	
Relationship with Data Subject	:	Supporting Document(s)	:	

D. WITHDRAWAL OF CONSENT (please mark “X” to select the appropriate options)

Mark “X”	Purposes	Consequences
	<u>Advertisement & Promotion</u> I wish to withdraw my consent from receiving marketing and promotional information from your company.	Promotional information of products, services, offers and events provided by us will no longer be sent to you. Note: Your request will take effect within 21 days from the date of receipt.
	<u>Marketing/Research</u> I wish to withdraw my consent for my personal data to be collected, used and disclosed for Research/ Marketing Purpose.	Any data that can identify you as an individual will no longer be used for any market research, survey and data analysis. Note: Your request will take effect within 21 days from the date of receipt.
	<u>Other Purposes</u> I wish to limit the processing of my personal data (or the Data Subject's personal data on whose behalf this request is made). Note: For employees, please note that if the withdrawal of such consent will affect the normal procedure of processing your personal data in accordance with law as our employee, e.g. to release salary to your bank account, your request will be rejected.	<i>(Please provide your detailed request here)</i> <i>Attach additional sheets if necessary.</i>

E. DECLARATION	
I, _____ (NRIC / Passport No.: _____) hereby certify that the information given in this form and any document submitted/enclosed are true and accurate.	
I understand that:	
(i) it will be necessary for you to verify my identity, and	
(ii) that you may contact me for more detailed information in order to process the request to withdraw consent.	
I also understand that any and/or all personal data provided by me in this form will be collected and processed by you in accordance with the Personal Data Protection Act 2010.	
Signature of Data Subject / Third Party Requestor	Date

FOR OFFICIAL USE ONLY				
Received by	:		Date	:
Processed by	:		Date	:
Remarks	:		Completion Date	: