

Personal Data Protection Act 2010 Notice ("Notice")

Collection, Recording, Storage and Retention of Personal Information

The Personal Data Protection Act 2010 ("the Act") is an Act that is passed by the Malaysian government to regulate the processing of personal data in a commercial transaction. To comply with the Act, GK & Associates ("GKA") ("we" or "us" or "our") are required to manage the personal data that we collect from you.

In the event of any conflict between the English and other language versions, the English version shall prevail. GKA shall have the right to modify, update or amend the terms of this notice at any time by placing the updated Notice on the GKA's website, <https://www.gkacca.com/homePage> ("Website"). By continuing to communicate with GKA or by continuing to use GKA's services following the modifications, updates or amendments to this Notice, this shall signify your acceptance of such modifications, updates or amendments.

Collection of Personal Data

1. "Personal Data" means information about you which you have provided to GKA, such as your name, address, telephone number, NRIC, email address, your personal preferences, particulars of your spouse or family members and bank account information and any information which may identify you, your spouse or family members that has been or may be collected, stored, used and processed by GKA from time to time.

2. In addition to the Personal Data you provide to GKA directly (i.e. during your communications with GKA and/or when you engage GKA to provide services), GKA may also collect your Personal Data from a variety of sources, including without limitation at any events, conferences, seminars or talks organized or sponsored by GKA and/or from the cookies used on the Website.

3. The provision of your Personal Data is voluntary. However, if you do not provide your Personal Data, GKA may not be able to (i) communicate with you; (ii) provide you the services you require; or (ii) access certain sections of the Website where log in is required.

Purposes of Processing

GKA may use and process your Personal Data for the purposes relating to the services you have requested and for the business activities of GKA which shall include, without limitation:-

- a. to communicate with you;
- b. to respond to questions and comments from you;
- c. for internal administrative purposes;
- d. for GKA to comply with its obligations under law, including compliance with laws relating to evidence;

and you agree and consent to GKA using and processing your Personal Data in the manner as identified in this Notice.

Other purposes

GKA may also use and process your data for other purposes such as:-

- a. to send you materials such as newsletters, articles, write-ups as well as other updates;
 - b. to distribute information or details of events, seminars, conferences and talks which may of interest to you;
- by way of email or mail.

If you do not consent to GKA processing your Personal Data for the purposes listed in Section 6, please notify GKA using the contact details stated in Section 10 below.

Transfer of Personal Data

As GKA s information technology storage facilities and servers may be located in other jurisdictions, your Personal Data may be transferred to, stored, used and processed in a jurisdiction other than Malaysia. You understand and consent to the transfer of your Personal Data out of Malaysia as described herein.

Disclosure to Third Parties

GKA may engage other companies, service providers se listed below (not exhaustive):

functions on

- a. information technology (IT) service providers;
- b. data entry service providers;
- c. storage facility providers;
- d. banks and financial institutions;
- e. insurance providers;
- f. any professional advisors and external auditors;
- g. regulatory and governmental authorities in order to comply with statutory and government requirements, including to the AGD for the purposes as described in Section 5 above.

Access & Correction Requests and Inquiries

1. Subject to any exceptions under applicable laws, you may at any time hereafter request:

- (i) for access to your Personal Data
- (ii) for correction or rectification of your Personal Data;
- (iii) to limit the processing of your Personal Data; or
- (iv) to seek further information from GKA regarding the of your Personal Data by contacting: -

Corporate Communications Officer

Email: support@gkacca.com

Telephone No.: 03 - 2775 9339

2. In respect of your right to access and/or correct your Personal Data, GKA has the right to refuse your requests to access and/or make any correction to your Personal Data for the reasons permitted under law, such as where the expense of providing access to you is disproportionate to the risks to your privacy.