



**National Youth Achievement Award
Singapore**

Privacy Policy

Protection of Personal Information

We at **National Youth Achievement Award (NYAA)** respect the privacy and confidentiality of personal data in our possession or under our control. We implement policies, practices and processes to safeguard the collection, use, disclosure, storage and other processing of personal data provided to us, in compliance with the Singapore Personal Data Protection Act (PDPA).

“Personal data” means data, whether true or not, about a living individual who can be identified from that data, or from that data and other information to which an organization has or is likely to have access.

We collect and store data automatically about you when you use our websites, IT portals or mobile applications, forms, surveys, or other channels and throughout other interactions, communications and services you have with us. We collect, use, process and disclose your personal data including your Name, NRIC/FIN/Passport number, telephone, mobile phone, email addresses, gender, race, date of birth, educational institution that you are currently in and others in order to provide activities and services pertaining to your relationship with us as a participant, volunteer, co-ordinator, council or board members, donors or partners (“Purposes”). You may be contacted periodically on activities, events or projects available through the NYAA and partners.

If you do a transaction with us on behalf of another individual, you must first obtain consent from that individual, in order for us to collect, use or disclose his/her personal data. If you are under 16 years old, your parents or guardian have been notified of this policy in order to provide consent on your behalf.

We will make reasonable security arrangements to protect personal data from unauthorized access, use, disclosure or similar risks.

We may disclose your personal data to third parties, including to banks, payment service providers or other payment gateways, partners, insurers, third party service providers, any governmental authority whether located within or outside Singapore, for one or more of the above Purposes. In this regard, you hereby acknowledge, agree and consent that we are permitted to disclose your personal data to such third parties.

For local community activities, NYAA may share necessary data with our partners, insurers, and logistics providers for coordination purposes and to facilitate the activities or event.

Media

The NYAA is a not-for-profit community-based organization, we may share photos or videos of the NYAA activities over our newsletters, reports and social media channels. If you attend a NYAA activity, your image may be taken in photos or videos during the event, which will be retained and published by the NYAA.

Donors

The NYAA is also an Institute of Public Character (IPC). In order to qualify for tax deduction, we will require your tax reference number (NRIC/FIN/UEN) so that we can register your donation with IRAS. We may also acknowledge your donation through our events or public communications. If you do not wish your donation to be registered or publicly acknowledged, you may inform us in a note when you make the donation. It is important that you update us if there are changes in the personal or corporate data record that we hold.

If you need us to access and correct an error or omission in your personal data, or you decide subsequently to withdraw your consent for collection, use, disclosure and retention of your personal data, please email to the Data Protection Officer at **dataprotection@nyaa.org** or **nyaac@singnet.com.sg**

Queries

If you have any queries on the privacy policy, you can address them to the Data Protection Officer at **dataprotection@nyaa.org** or **nyaac@singnet.com.sg**

Issued by the National Youth Achievement Award Singapore
Address: 151 Lorong Chuan, #06-01B Lobby A New Tech Park
Singapore 556741
Telephone: +65 67336753 Email: nyaac@singnet.com.sg
Website: <http://www.nyaa.org>

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