

WITHDRAWAL OF CONSENT NOTICE

Sciente International Pte Ltd (“**SCIENTE**” or, as appropriate in the context, “**we**,” “**us**” or “**our**”) is part of the SCIENTE group.

SCIENTE respects the protection of the Personal Data of individuals and also appreciates that you have the right under the Singapore Personal Data Protection Act (2012) and may have reasons for wanting to withdraw consent to us using, disclosing and processing your Personal Data. “**Personal Data**” means data that can identify an individual.

This Withdrawal of Consent Notice describes how you can inform us of your withdrawal of consent to us using, disclosing and processing your Personal Data. Observing the steps and using the prescribed form as described in this Notice will greatly facilitate and assist us in responding to your request expediently.

Withdrawing Your Consent

You may withdraw your consent to SCIENTE using, disclosing and processing your Personal Data for a particular purpose(s) at any time. The purposes for which SCIENTE uses, discloses and processes your Personal Data are set out in our Data Privacy Policy. Some of the purposes for which SCIENTE uses and shares your information are necessary to SCIENTE services to you (or where applicable, your employer or your business). Other purposes are optional to SCIENTE delivering services to you. You may withdraw your consent to purposes that are optional without withdrawing consent for necessary purposes. For instance, you may withdraw consent to SCIENTE sending you press releases and email alerts or events without withdrawing consent to SCIENTE using and sharing your Personal Data for services to you (or where applicable, your employer or your business) or responding to your specific request for information on our services. SCIENTE will respect your decision to withdraw consent. Should you choose to withdraw consent to SCIENTE using, disclosing and processing your Personal Data for purposes necessary to SCIENTE delivering services to you, SCIENTE will respect your decision and will stop using, disclosing and processing your Personal Data. However, please understand that your withdrawal of consent for purposes necessary to SCIENTE delivering services to you may carry legal or practical consequences, which will continue to apply.

To notify us that you wish to withdraw your consent to SCIENTE using and sharing your Personal Data for a particular purpose(s), please complete the form and send it to the Data Protection Officer by email or post to:

Email address: HR@Sciente.com
Mailing address: Data Protection Officer
Sciente International Pte Ltd
53 Changi Business Park Central 2
#09-07 The Signature
Singapore 486066

If you are sending your feedback by post, please attention your correspondence to the “Data Protection Officer”.

Once we receive your notice that you wish to withdraw consent, we will contact you within 7 days to acknowledge receipt of your withdrawal notice and within 30 days to inform you of the likely consequences of your withdrawal of your consent to SCIENTE using and sharing your Personal Data. SCIENTE will cease to use and share your Personal Data within 30 days after our acknowledgement of receipt of your withdrawal notice. SCIENTE will also inform SCIENTE' agents and data intermediaries (organisations who process Personal Data for and on behalf of SCIENTE under a written agreement) to stop using and sharing your Personal Data. If we require more information from you in order to respond to your request for withdrawal of consent, we will contact you within 30 days after our acknowledgement of receipt of your withdrawal notice to obtain the necessary information from you.

Please understand that after your withdrawal of consent, SCIENTE will continue to retain your Personal Data for SCIENTE' business and legal purposes in accordance with applicable legislation, including the Singapore Personal Data Protection Act 2012.

If you have any queries concerning our Withdrawal of Consent Notice, please contact the Data Protection Officer.

Form for Withdrawal of Consent

Science International Pte Ltd (“**SCIENTE**”) respects the protection of the Personal Data of individuals. SCIENTE appreciates that individuals may have reasons for wanting to withdraw consent that they earlier provided to us to use, disclose and process their Personal Data.

If you wish to withdraw your consent to SCIENTE using and sharing your Personal Data for a particular purpose(s), please fill in this Notice and send it to the Data Protection Officer by email or post to:

Email address: HR@Science.com
Mailing address: Data Protection Officer
Science International Pte Ltd
53 Changi Business Park Central 2, #09-07 The Signature
Singapore 486066

SCIENTE will send you an acknowledgement of receipt of your Notice within 7 days. If we require more information from you in order to respond to your request for withdrawal of consent, we will contact you within 30 days after our acknowledgement of receipt of your withdrawal notice to obtain the necessary information from you.

SCIENTE will respect your decision to withdraw your consent to SCIENTE’ use and sharing of your Personal Data for purposes specified by you. However, please understand that should you choose to withdraw consent to SCIENTE using and sharing your Personal Data for purposes necessary to SCIENTE delivering services to you, your withdrawal may carry legal or practical consequences, which will continue to apply.

Contact number: _____(HP) _____(Office)

Mailing address: _____

Email address: _____

Name of organisation that you are working for (if applicable for service providers, business partners and customers):

I wish to give notice of my withdrawal of my consent to SCIENTE’ use, disclosing and processing of my Personal Data for the following purpose(s):

- To communicate with me concerning press releases and e-mail alerts on SCIENTE’ business, services and/or press releases and emails
- To communicate with me concerning any changes or updates to SCIENTE’ policies
- To communicate with me concerning business events or communications organised by SCIENTE
- Others: _____

*Please select relevant purpose(s) or indicate relevant purpose(s) as applicable. If you are selecting “Others”, please indicate clearly the purpose(s) to assist us to respond to your request expediently.

I acknowledge that depending on the purpose(s) for which I am withdrawing

my consent to SCIENTE' use, disclosure and processing of my Personal Data, my withdrawal may affect SCIENTE' provision of services to me or the organisation for whom I am working for (as applicable) in future and may carry legal or practical consequences, which will continue to apply. I also acknowledge that the withdrawal of my consent will not take effect immediately and there will be a period of 30 days from the date of SCIENTE' acknowledgement of receipt of this Notice before SCIENTE will stop the use and sharing of my Personal Data.

Signature:

Date:

Internal Use Only

Request Acknowledged/Accepted by:	
Date:	
Identity of requester verified by:	Filing by (HR Business Partner):
Date:	Date:
3 rd party data intermediaries to be informed of withdrawal? YES/NO	Informed By:
	Date: