



ALABANG COUNTRY CLUB, INC.

AYALA ALABANG VILLAGE, MUNTINLUPA CITY
Tel Nos. (02) 8423531 to 39
Email : info@acci.com.ph

Privacy Statement

Alabang Country Club, Inc. (“ACCI”) respects your right to privacy, and we commit to protecting and securing your personal information. We aim to ensure that we adopt and observe appropriate standards for personal data protection in compliance with Republic Act No. 10173 or the Data Privacy Act (DPA) of 2012.

This Privacy Statement discloses how ACCI, through its authorized representatives and employees, will collect, process, use, and store the personal information you submit to us.

I. Collection of Data

a. Type of data collected

We may collect, at the minimum, the following personal information from you:

About your identity	<ul style="list-style-type: none">▪ Name▪ Gender▪ Place and date of birth▪ Nationality▪ Marital status▪ Current and permanent addresses▪ Contact information▪ Details of government-issued registration
About your financial capacity	<ul style="list-style-type: none">▪ Credit history▪ Credit card information
About your educational and professional background	<ul style="list-style-type: none">▪ Curriculum vitae▪ Employment history▪ Medical history
Others	<ul style="list-style-type: none">▪ Data related to your visit and usage of our website

b. How we collect your personal information

We collect the above personal information when you:

- Apply for membership
- Sign-up for the “Member’s Corner”
- Submit feedback via our website or via feedback forms
- Sign-up for the paperless SOA (Statement of Account)
- Apply for Job Openings
- Enter transactions with ACCI

Other methods that we may collect your data:

- Guest logbooks
- ACCI and/or Member sponsored events registration
- CCTV Cameras
- Cookie files on our website

c. Consent to data collection

Prior to the collection, use and disclosure of your personal information, we will:

- Inform you as to the purpose of collecting and disclosing your personal information
- Obtain confirmation of your consent

As Data Subjects, you are responsible for ensuring that any information that you provide us is complete, accurate and up to date.

When you share another person’s personal information with us, you confirm it’s accurate and that you have their consent to disclose and process it according to this privacy notice.

Depending on the specifics of your consent withdrawal, this may prevent ACCI from providing you with our services and access to facilities.



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II. Use, Purpose and Sharing of Personal Information

ACCI collects your personal information for the following use and purposes:

- To conduct due diligence and background checks
- To accurately process the products and service you avail with ACCI and/or thru ACCI's concessionaires
- To accurately and immediately respond to your requests, complaints, and queries
- To process and complete necessary documentation of our transactions
- To inform you of ACCI's latest services and events
- To fulfill mandatory and legal reporting requirements to government agencies and self-regulating organizations
- To perform statistical and analytical studies, as well as research for advertising and market opinions

As necessary, ACCI may share and disclose your personal information to the following:

- ACCI's employees, personnel and officers
- Professional advisers such as lawyers and auditors (See Annex A)
- Any person or entity contracted to perform financial, administrative, technical and other services (See Annex A)
- Government institution and other competent authorities which by law, rules or regulations require us to disclose your personal information

In situations where we share and disclose your information, we ensure to implement a confidentiality standard and security measures in accordance with DPA.

III. Retention, Security Measures, and Disposal of Personal Information

ACCI shall retain your personal information only for as long as necessary for the fulfillment of the purposes for which the data was obtained or for the establishment, exercise or defense of legal claims, or for legitimate business purposes, or as provided by law.

ACCI has implemented comprehensive technical, organizational, and physical safeguards to ensure the confidentiality and security of your personal information. These security measures include but are not limited to:

- storing your personal information in secure environments that are restricted to the public and accessible only to authorized employees, agents, and contractors; and
- securely disposing of documents containing your personal information through shredding or other methods that prevent unauthorized access, further processing, or public disclosure.

IV. Rights of a Data Subject

ACCI recognizes your right as Data Subject under the Data Privacy Act (DPA) of 2012, as follows:

- Right to be informed
- Right to object
- Right to access
- Right to ratification
- Right to erasure or blocking
- Right to damages
- Right to portability
- Transmissibility of rights of data subject

Should you or any of your lawful heirs or assignee decide to exercise your rights as Data Subjects, you may address your request to our Data Protection Officer.

V. Inquiries and Feedback

ACCI is committed to addressing your reasonable requests, inquiries, concerns, or suggestions regarding our Privacy Statement. You may reach our Data Protection Officer at:

DATA PROTECTION OFFICER

Email: dpo@acci.com.ph

Telephone number: 8842-3530 loc 166



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Annex A: List of Partners

Service Providers	Professional advisers	Outlets and Concessionaires
Courtesy Point Technologies Inc.	Sycip, Gorres, Velayo & Co.	Restaurant Concepts Group Inc. (“Bluesmith”)
Intelligent Solutions Phils. Inc.		Tarraco Group Inc. (“Barcino”)
Jeonsoft Corporation		Tanoshi Food Corp. (“Tanoshi”)
Jupiter Systems Inc.		MLSM Restaurant Inc. (“Mama Lou’s”)
UnionBank		Salon De Ayala Service and Credit Cooperative (“Salon”)
X10 Networks		1975 Brothers in Arms Inc. (“Ralph’s Wine”)
		Pacsports Phils., Inc. (“Pacsports”)
		Primera Clase Gas Station, Inc. (“Petron”)