

## Request to Cease<sup>1</sup> Processing of Personal Data

Cessation of processing of personal data in the possession of CMIC is hereby requested as follows:

Date of Request			
Name of Requestor	Last Name, First Name		
	Address		
	Telephone/Cell phone No.		
Name of Representative	Last Name, First Name		
(If request by a	Address		
representative)	Telephone/Cell phone No.		
	Relation to Requestor		
Request Details	Cease processing of personal data:		
(Please mark)	☐ Processing for any purpose ☐ Profiling		
	☐ For direct marketing ☐ Automated processing		
Reason/s for Request	☐ Unauthorized processing (without consent or legal basis)		
(Please mark)	☐ Unauthorized disclosure		
	$\square$ Withholding consent for $\square$ direct marketing, $\square$ automated processing, or		
	☐ profiling		
	☐ Processing for unauthorized purpose		
	_		
Matters related to the	Period of Filing or Registration	on	
Requested Data	Details		
(Please be specific)			
Remarks			

## Name and Signature of Requestor/Representative

## Instructions:

- 1. Kindly submit this form to CMIC through its Data Protection Officer ("DPO") at 10<sup>th</sup> Floor, PSE Tower, 5<sup>th</sup> ave. cor. 28<sup>th</sup> st., Bonifacio Global City, Taguig 1634, together with a copy of ID card of the requestor and/or of the representative or email it to <a href="mailto:cmicdataprivacy@cmic.com.ph">cmicdataprivacy@cmic.com.ph</a>. In case of a request by a representative, request should be accompanied by a signed letter-authority of the requestor.
- 2. The CMIC will continue to process personal data, despite this request, when: (a) personal data is needed pursuant to a subpoena; (b) the collection and processing are for obvious purposes, including, when it is necessary for the performance of, or in relation to, a contract or service to which you are a party, or when necessary or desirable in the context of an employer-employee relationship between you and the CMIC; or (c) the information is being collected and processed as a result of a legal obligation.

## **Privacy Notice**

The CMIC will collect, record, store, use, modify, disclose, and process your personal information for the purpose of your request and for purposes necessarily relevant or incidental thereto. The CMIC will retain your personal information as long as necessary and we will safely destroy it after the applicable retention period. You have rights under the Data Privacy Act such as rights to be informed, access, correct, object, withdraw, erasure, data portability, file complaint, and damages. You should be aware that there are risks in the processing of your personal information and for safeguards to protect it, kindly read our Privacy Policy at <a href="www.cmic.com.ph">www.cmic.com.ph</a> or contact the DPO at <a href="mailto:cmicdataprivacy@cmic.com.ph">cmicdataprivacy@cmic.com.ph</a> for any concern.

<sup>&</sup>lt;sup>1</sup> Right to object under Section 34(b), Rule VIII of the IRR of R.A. No. 10173.