

ACCOUNTABILITY TO INDIVIDUALS:

OPENNESS AND ACCESS AND CORRECTION
OF PERSONAL DATA

Assure your customers and earn their trust by
adopting good data protection practices today!

Appoint a Data Protection
Officer and make his/her
business contact information
readily available to the public.



Publish information on your data
protection policies, practices and
complaint-handling process.

OPENNESS OBLIGATION

Upon request, provide
individuals with their personal
data and the ways in which
their personal data were
collected, used or disclosed in
the past year.

Correct any error or omission
in individuals' personal data
upon their request.

ACCESS & CORRECTION OBLIGATION



Being transparent about the use and protection of consumers' personal data reinforces trust.



For more information, refer to the PDPC's Advisory Guidelines on Key
Concepts in the PDPA at www.pdpc.gov.sg