

Personal Data Protection Act 2010 (PDPA) & Information Security Policy

Elite Education App (“EEA”) respects the privacy of its students, parents, staff, community members and visitors to its website and mobile application. Personal data is collected by EEA for the purpose of supporting the operations of the school.

All collection, use, disclosure, or processing of data is undertaken in compliance with Malaysia’s Personal Data Protection Act 2010 (“PDPA”). Personal data may be used by EEA before, during or after a student’s enrolment with the school.

Below is a summary of the provisions of our more detailed policy. It supplements but does not supersede or replace any other consent you may have previously provided to EEA in respect of your personal data.

1. What is Personal Data Protection Act (“PDPA” or the “Act”) 2010?

The Personal Data Protection Act is an act enacted by the Malaysian government in 2010 to protect individual’s personal data in commercial transactions.

2. What is personal data?

The PDPA defines personal data as any information in respect of commercial transactions that relates directly or indirectly to an individual, who is identified or identifiable from that information or other information in possession of the individual. This includes name, address, NRIC, FIN or passport number, email address contact information, medical records, thumbprint, photographs and video images and other contact details.

3. How is personal data collected by EEA?

Personal data may be collected using a number of different methods including the enrolment of school application process, through interactions with staff (whether by telephone, letter, email or face-to-face meetings), and in the course of providing educational services to students.

4. Why is personal data collected and how is it used by EEA?

Personal data is collected to support EEA functions including and not limited to the teaching and personal and professional development of students, and the administration of EEA. Some of the specific circumstances for which personal data may be collected include the maintenance of student records, school communication, big data analysis, to develop and improve the user experience for EEA.

5. How is my data protected?

EEA protects the personal data it collects by maintaining reasonable security arrangements to prevent unauthorised access, collection, disclosure, copying, modification, disposal and/or other similar risks. EEA also hosted our app with third party hosting company’s with the compliance and certified with ISO 27001:2013 which provides a set of standardised requirements for an Information Security Management System (ISMS). The standard adopts a process based approach for establishing, implementing, operating, monitoring, maintaining, and improving your ISMS.

6. The ISO 27001 standard and ISMS provides a framework for information security management best practice that helps organisations to:

- Protect client and employee information
- Manage risks to information security effectively
- Achieve compliance with regulations such as the European Union General Data Protection Regulation (EU GDPR)
- Protect the company's brand image

Enquiries

EEA may from time to time update the Personal Data Protection Policy in line with legal or practice developments. If you have any questions, please contact our company via email at cs@elite.com.my