

USM Satellite SERDAC Data Privacy Statement

The University of Southern Mindanao (USM) Satellite Socioeconomic Research and Data Analytics Center (SERDAC) is committed to protecting the privacy and security of personal data in accordance with the provisions of Republic Act No. 10173, also known as the Data Privacy Act of 2012, and its Implementing Rules and Regulations (IRR).

This Data Privacy Statement outlines how SERDAC collects, processes, stores, shares, and disposes of personal and sensitive personal information gathered through its data repository.

1. Collection and Use of Data

USM Satellite SERDAC collects data solely for research, policy analysis, planning, program development, and other academic and public service purposes. Any personal or sensitive personal information gathered is used only within the scope of these legitimate interests and with the appropriate consent from data subjects, where applicable.

2. Lawful Basis for Processing

All data processing activities are conducted in accordance with the Data Privacy Act and based on any of the following lawful criteria:

- a. Consent of the data subject;
- b. Fulfillment of a legal obligation;
- c. Pursuit of legitimate interests by SERDAC or a third party, provided that such interests do not override the fundamental rights and freedoms of the data subject;
- d. Scientific and statistical research purposes, subject to the implementation of adequate safeguards to protect privacy.

3. Data Sharing and Access

Access to personal data is restricted to authorized personnel of USM Satellite SERDAC. Data may be shared with accredited researchers or institutional partners strictly for research and development purposes, and only under a Data Sharing Agreement (DSA) or Non-Disclosure Agreement (NDA) that ensures compliance with the Data Privacy Act.

4. Data Storage and Security

All data stored in the SERDAC repository are protected through appropriate organizational, physical, and technical security measures to prevent unauthorized access, use, disclosure, modification, or destruction. These include encryption, user authentication, access control, and regular security audits.

5. Retention and Disposal

Data are retained only for as long as necessary to fulfill their intended purpose, comply with legal requirements, or for historical and research purposes in accordance with the principles of the Data Privacy Act. Secure disposal methods are employed when data are no longer needed.

6. Rights of Data Subjects

USM Satellite SERDAC upholds the rights of data subjects under the Data Privacy Act, including:

- a. The right to be informed;
- b. The right to access;
- c. The right to object;
- d. The right to erasure or blocking;
- e. The right to damages;
- f. The right to data portability;
- g. The right to file a complaint with the National Privacy Commission.
- h. Requests to exercise any of these rights may be directed to the Data Protection Officer (DPO) of USM through the contact information provided below.

7. Contact Information

For inquiries, concerns, or requests regarding data privacy and protection, please contact:

The Center Head

USM Satellite SERDAC

Email: satellite.serdac@usm.edu.ph

Address: Old MRDP Office, G/F CBDEM Bldg., University of Southern Mindanao, Poblacion, Kabacan, 9407, Cotabato