

## PRIVACY NOTICE

**Philippine Equity Partners, Inc.** is committed to the protection of personal information we collect and process. We conduct regular assessment reviews and abide by rigorous privacy standards to protect personal information we collect, use and share.

Our Data Protection and Compliance teams promote sustainable compliance with the requirements of Republic Act No. 10173 also known as the Data Privacy Act of 2012 (DPA), its Implementing Rules and Regulations. PEP shall observe all the rights of the data subjects as defined in the DPA including the right to information, right to access, right to correct, right to remove, right to damages, right to object, right to file a complaint and right to data portability. PEP shall adhere to general data privacy principles and the requirements of lawful processing, including the provision of Privacy Notice.

### PERSONAL DATA COLLECTION AND PURPOSE FOR USE

Philippine Equity Partners, Inc. (PEP) collects Personal Data that is directly relevant to its business, required to meet its legal obligations, or that is otherwise permissible to collect under applicable laws of the Securities and Exchange Commission, the Securities Regulation Code, its Self-Regulatory Organization (i.e. Philippine Stock Exchange, Capital Markets Integrity Corporation), the Anti Money Laundering Council.

PEP collects and processes Personal Data: (i) because we are required or permitted to do so by applicable laws (ii) because such information is necessary to facilitate your relationship with PEP and provide valuable services to you or (iii) where necessary, with the explicit consent or authorization of the individual about whom we process Personal Data.

We collect data and other personal information indicated in our Customer Account Information Form such as your full name, Government Identification information, contact information (including home and office address, email address and telephone numbers), citizenship, date and country of birth, employment information, financial and investment profile, customer banks, and signature. We also ask for your photograph and/or video recording as part of our account verification process.

If we do not receive the information that we request, we may not be able to provide the services to you.

PEP seeks your consent whenever we collect personal data unless otherwise required by law. PEP may collect your personal data in the course of or incidental to providing services to you such as (1) when you open an account and trade with us, (2) when you use our website or (3) when you communicate with us and/or representatives.

PEP implements reasonable and appropriate physical, technical and organizational measures for the protection of personal data. Security measures aim to maintain the availability, integrity and confidentiality of personal data and protect them against natural dangers such as accidental loss or destruction, and human dangers such as unlawful access, fraudulent misuse, unlawful destruction, alteration and contamination. Your Personal Data will be securely stored at PEP's premises, at our BCP or cloud-based storage facility. PEP regularly reviews and updates its security measures to protect your Personal Data in the most effective manner possible.

### Disclosure of Personal Data

To the extent permitted by applicable law and as appropriate to achieve the purposes described in this Notice, Personal Data may be disclosed:

- a) to any person under a duty of confidentiality to PEP, which has undertaken to keep such information confidential, and for legitimate and specified business purposes.
- b) to comply with reporting obligations to domestic or foreign government authorities existing currently or in the future;
- c) to provide to any agent, contractor, or third parties, as may be necessary, including those who provide administrative, telecommunications, computer, or other services to PEP in connection with the operation of its business.

PEP employees are bound by a Code of Ethics and internal policies on confidentiality treatment of personal data and are subject to disciplinary action if they fail to follow such requirements.

#### Individual Rights

You may be entitled to make certain requests to Philippine Equity Partners, Inc. under applicable data protection law. These rights may include, subject to applicable conditions or restrictions:

- a) The right to withdraw your consent for us to process your personal information, but only where we rely on consent as the legal basis for processing your personal information;
- b) The right to object to or restrict processing of your personal information;
- c) The right to request that we maintain accurate records related to your personal information;
- d) The right to lodge a complaint before the Philippines National Privacy Commission; and
- e) The right to request erasure, destruction, or anonymization of your personal Information.

#### How individuals can access, change or suppress their Personal Data

If you would like to access, review, correct, update, suppress, restrict or delete Personal Data that you have previously provided to us, or if you would otherwise like to request or exercise any of your rights stated above, you may contact us by emailing [DPO@pep.com.ph](mailto:DPO@pep.com.ph). We will respond to your request consistent with applicable law.

For your protection, PEP only implements requests with respect to the Personal Data associated with the particular email address that you use to send us your request, and we may need to verify your identity before implementing your request. We will try to comply with your request as soon as reasonably practicable.

#### Retention Period

PEP will retain Personal Data in accordance with retention schedules or permitted in light of the purpose(s) for which it was obtained. PEP retention period policy include: (1) the length of time we have an ongoing relationship with our client and (2) whether there is legal obligation to which we are subject. PEP will use reasonable efforts to ensure that personal information which is no longer required by PEP will be disposed of or destroyed in a secure manner.

#### Updates to this Privacy Notice

PEP may change this Privacy Notice, from time to time. This Privacy Notice was last updated in November 2023. Any changes will become effective when we post the revised Privacy Notice. Use of our services following these changes (or your continued provision of Personal Data to us) signifies acceptance of the revised Privacy Notice.

#### Contacting Us

If you have any questions about this Privacy Notice, please contact our Data Protection Officer at [DPO@pep.com.ph](mailto:DPO@pep.com.ph).

Address: Philippine Equity Partners, Inc. 10/F PSE Tower, 5<sup>th</sup> Avenue corner 28<sup>th</sup> Street, BGC, Taguig City, Tel. No. 02-8640-6700.