

SEAL OF REGISTRATION

JPMORGAN CHASE BANK N.A. – PHILIPPINE GLOBAL SERVICE CENTER (“JPMorgan”) is a registered entity under National Privacy Commission. Below is the Seal of Registration as proof of compliance:



PRIVACY NOTICE - JPMORGAN CHASE BANK N.A. – PHILIPPINE GLOBAL SERVICE CENTER (“Privacy Notice” or “Notice”)

1. INTRODUCTION

JPMORGAN CHASE BANK N.A. – PHILIPPINE GLOBAL SERVICE CENTER (referred to as “JPMorgan”) recognizes the importance of the Personal Data we hold about individuals and the trust they place in us. We are committed to safeguarding your Personal Data in accordance with the requirements of Republic Act No. 10173 also known as the “Data Privacy Act of 2012”.

This Privacy Notice is in addition to the global privacy policy and will also apply to the extent that you have engagements with, or provide personal information to JPMORGAN CHASE BANK N.A. – PHILIPPINE GLOBAL SERVICE CENTER.

You may direct any questions or inquiries with respect to this Privacy Notice or about JPMorgan privacy practices by contacting:

DATA PROTECTION OFFICER (DPO) for
JPMORGAN CHASE BANK N.A. – PHILIPPINE GLOBAL SERVICE CENTER
Email: DPO.corporate.centers.ph@jpmorgan.com
Address: 38th Street corner 9th Avenue, Uptown Bonifacio, Floor 25, Taguig City, MANILA, 1635

Any questions, concerns or complaints regarding this Privacy Notice and JPMorgan's privacy policy and practices should first be directed to the above address where it will be reviewed. If the concern or complaint is justified, JPMorgan will correct the situation and, if applicable, will revise its policies and procedures related to that matter. If you would like to request access to, or correction of your personal information, or would like to withdraw your consent to our processing of your personal information, please write to us at the address above. These rights are subject to applicable legal restrictions, and we may take reasonable steps to verify your identity before responding.

2. DEFINITIONS

“Personal Data” is information that relates to any individual, or from which any individual is identifiable. It includes, but is not limited to, identification and other personal circumstances, contact information, educational and employment background, government-issued information and/or certifications or clearances particular to an individual, health records, financial information, offences committed or alleged to have been committed, and the disposal of such proceedings.

“Process, processed or processing” encompasses, but is not limited to, the collection, organization, use, storage, updating or modification, retrieval, consultation, use, consolidation, blocking, analysis, erasure or destruction and analysis of data. The principle covers anything that is done with any personal data, whether or not by automated means.

3. PURPOSE

This Notice is addressed to individuals interacting with JPMorgan, whether they are seeking employment, assignees, visitors, vendors, or other such individuals. Your Personal Data will be supplied to, and used by, JPMorgan or a JPMorgan affiliate company, as well as companies providing services to JPMorgan in relation to the purposes below.

The Personal Data supplied may be collected, used, or disclosed for the following or related purposes:

- 3.1 processing and considering your application or request with JPMorgan;
- 3.2 for employment-related processing;
- 3.3 (a) as reasonably required for JPMorgan’s provision of services, or JPMorgan’s receipt of services in connection with your business duties for JPMorgan; and/or (b) as reasonably required for the provision of, or receipt of third-party services to you in connection with your engagement with JPMorgan;
- 3.4 emergency contact information;
- 3.5 processing in the use of closed-circuit television (CCTV);
- 3.6 (a) inviting you to JPMorgan and third party events, organizing, managing, and administering the same and specifically, your photo, video and audio recordings of you which you provide voluntarily at such events may also be used for other incidental purposes, including in event materials and in relation to the featuring and promoting of future events via any form of media; (b) marketing products and services (including third party products and services) of interest to you; and
- 3.7 any other purpose required or authorized by law.

4. COLLECTION

Personal Data may be collected from time to time at various points during your relationship with JPMorgan. It is your responsibility to keep JPMorgan updated of changes regarding your own Personal Data from time to time. Failure to supply such data may result in JPMorgan being unable to process employment or contract-related decisions and/or benefits. Personal Data may also be collected from third party sources from time to time, including our agents and service providers, law enforcement bodies, statutory and regulatory bodies, publicly available sources including the Internet and telephone directories, and your employer (if not us). Personal Data may have been collected prior to the introduction of statutory requirements.

5. DISCLOSURE OF PERSONAL DATA

Personal Data held by JPMorgan will be handled in accordance with statutory requirements. JPMorgan may, for purposes set out above, disclose such information to:

- 5.1 any agent, contractor, or third-party service provider, including those who provide administrative, telecommunications, computer, or other services to JPMorgan in connection with the operation of its business or in connection with 3.3 above;
- 5.2 any other branch or affiliate of JPMorgan (including overseas entities);
- 5.3 any other person under a duty of confidentiality to JPMorgan, which has undertaken to keep such information confidential, including clients of JPMorgan;
- 5.4 any person seeking employee references;
- 5.5 any actual or proposed purchaser of all or part of the business of JPMorgan or, in the case of any merger, acquisition, or other public offering, the purchaser or subscriber for shares in any part of JPMorgan;
- 5.6 third parties in the form of directories of names and office telephone numbers of key officers of JPMorgan for promotional and administrative purpose;
- 5.7 any relevant governmental, regulatory, statutory authorities in any jurisdiction, existing currently or in the future; and
- 5.8 in relation to 3.6 above, subsidiaries, affiliates, and relevant service providers for organizing, managing, and administering events, other participants of events (including via event materials and any form of media, for the purpose of sharing knowledge and networking purposes) and related third parties, including consultants.

The above disclosures may be made outside the local jurisdiction. The countries in which these recipients may be located will vary from time to time but may include countries where JPMorgan has a presence or uses contractors. For a list of locations in which JPMorgan has presence visit the JPMorgan website: www.jpmorgan.com.

6. RETENTION AND DESTRUCTION

JPMorgan retains your personal information as long as necessary for the fulfillment of the purposes for which it was collected, subject to reasonable legal limitation periods, statutory or regulatory retention requirements and legitimate business requirements. JPMorgan will use reasonable efforts to ensure that personal information which is no longer required by JPMorgan will be disposed of or destroyed in a secure manner.

7. DATA SUBJECT RIGHTS

You have the right to:

- 7.1 check whether JPMorgan holds Personal Data about you and to access such data (subject to reasonable requirements and any relevant statutory provisions including exemption of Personal Data from such requests)
- 7.2 request JPMorgan to correct any Personal Data relating to you which is inaccurate or incomplete;
- 7.3 object to the processing of your Personal Data;
- 7.4 lodge a complaint before the National Privacy Commission in case of violation of your rights as data subject; and
- 7.5 understand JPMorgan's policies and practices in relation to Personal Data and to be informed of the kind of data held by JPMorgan.

8. SECURITY MEASURES

JPMorgan may store your personal information in an electronic file or a physical file. JPMorgan has implemented reasonable technological, organizational, and physical security measures designed to protect your personal information from unauthorized access, improper use, and accidental destruction or loss. Your personal information will be securely stored at JPMorgan's premises, or if required, at an offsite or cloud-based storage facility. Authorized employees, mandataries and agents of JPMorgan who have a legitimate purpose for accessing the information and require it in the course of their duties will have access to your personal information. JPMorgan employees and its affiliates, as a condition of their employment, are required to comply with confidentiality, customer privacy and security obligations. JPMorgan employees are also trained on the importance of privacy and maintaining the confidentiality of personal information. From time to time, JPMorgan reviews and updates its security measures in an effort to protect information in the most effective manner possible.

9. AMENDING THIS PRIVACY NOTICE

JPMorgan reserves the right to amend this Privacy Notice from time to time to reflect changes such as the categories of data that we collect, process, and share or to reflect any changes in applicable law. We encourage you to regularly check this page, and we will include the effective date in order to help you check whether or not there have been any changes since you last accessed the notice.

This Privacy Notice was last updated in September 2023.