



**WELCOME**  
**to**  
**Church of**  
**St Vincent de Paul**



**Church of St Vincent de Paul  
- Compliance to  
PERSONAL DATA  
PROTECTION ACT (PDPA)**



## Personal Data Protection Act

- During the Months of November & December 2014, through the PPC/Exco's recommendation, Fr Mike allowed four active members of SVDP to attend the PDPA Course.
- The following 4 persons attended the two-day PDPA training organized by Singapore Workforce Skills Qualifications (WS) and received their Certificates to be Qualified as Data Protection Officers (DPOs) for our church:
  - Jude Ananth
  - Gerard Tan
  - Nicholas Raj
  - Agnus Tan



## Personal Data Protection Act

- A briefing of the PDPA and its relevance to SVDP was briefed during January 2015 meeting to the PPC/EXCO members.
- On the 8<sup>th</sup> of May 2015, a Power-point Presentation about the PDPC guidelines with relevance to our church Ministries were presented to around 100 members of the various Ministries in our church.
- The Presentation Material – “Personal Data Protection Regime” is uploaded in our church web-site for parishioners, to get an awareness on PDPA and its guidelines.
- Each and every Ministry have been tasked to have a Data Protection head to understand the roles and responsibilities and to be the focal point when it comes to PDPA matters.



## Personal Data Protection Act

- Following IMPORTANT Note has been provided to all Ministry heads when it comes to inducting new members and the compliances.
- IMPORTANT NOTE WHILE INDUCTING NEW MEMBERS : Compliance with Guidelines for the Protection of Personal Data.

**In filling this form, I consent to :**

- a) The collection, storage, retention, adaptation, modification, use, transmission, destruction of the Personal Data provided by me in this form (Personal Data”);**
- b) The church Entity processing my Personal Data for the purpose of my activities with the church entity;**
- c) The church entity transferring my Personal Data to other church entities within the Catholic Archdiocese of Singapore.**



## Personal Data Protection Act

- Parishioners' Individual Interest is Safeguarded:
  - Put in safeguards to protect individual's Data from misuse by regulating proper management of personal data.
  - Give individuals greater control over their personal data.
- In this way, Individuals to be aware and have consented to data activities, under (1) Notification Obligation and (2) Consent Obligation
- Data Activities limited by Consent and Purpose, (3) Purpose Limitation Obligation
- Church's Obligation to care for Personal Data, (4) Accuracy Obligation, (5) Protection Obligation, (6) Retention Obligation & (7) Transfer Obligation
- Church's Accountability to Individuals, (8) Openness Obligation and (9) Access & Correction Obligation



# Personal Data Protection Act

## Getting Started in SVDP

- **Take Stock :**
  - Take Stock of SVDP's Personal Data Inventory
- **Review Policies and Processes :**
  - Appoint a Data Protection Officer (DPO)
  - Implement Data Protection Policies
- **Develop a process :**
  - to receive and respond to complaints that may arise with respect to the application of the PDPA
- **Make information available on request :**
  - about its data protection policies and practices and its process to receive and respond to complaint



**THANK YOU**