



Exercise of Privacy Rights Form

F-MIE-LEG-01, Rev 0, [Date]

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The MERALCO INDUSTRIAL ENGINEERING SERVICES CORPORATION (“MIESCOR”) complies with Republic Act No. 10173, otherwise known as the “Data Privacy Act of 2012”, in collecting and handling your personal data.

We need complete and accurate information in this form for us to fully assist you in exercising your rights as data subject/s under the Data Privacy Act of 2012.

We shall only use all personal data provided in this form to address your request for assistance. For more information on the protection, retention and disposal of your personal data, you may contact us through dpo@miescor.ph.

Please fill in the required fields below:

Full Name of Visitor/Vendor/Applicant	
Full Name of Requesting Party and Relationship to the Registered Customer (if not same as above)	
Residential/Mailing Address	
E-mail Address	
Contact Number	

Please indicate which Privacy Right/s you wish to exercise:

Right to Object

As a data subject, you shall have the right to object to the processing of your personal data where such processing is based on consent or legitimate interest.

Right to Correct/Rectify

As a data subject, you have the right to dispute the inaccuracy or error in your personal data and have the PIC correct the same within a reasonable period of time.

Right to Block/Remove

As the data subject, you have the right to request for the suspension, withdrawal, blocking, removal, or destruction of your personal data from the PIC’s filing system, in both live and backup systems.

Right to File a Complaint

If you feel that your personal information has been misused, maliciously disclosed, or improperly disposed, or that any of your data privacy rights have been violated, you have a right to file a complaint with the NPC.

Right to Damages/Indemnification

As data subject, you have the right to be indemnified for any damages sustained due to inaccurate, incomplete, outdated, false, unlawfully obtained, or unauthorized use of your personal data, taking into account any violation of your right and freedoms as data subject.

Please describe the incident which led to your request:



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Once you have accomplished this form, please ensure that a signed copy of this form is sent either:

a. In a sealed envelope addressed to the following:

b. Through e-mail:

MERALCO INDUSTRIAL ENGINEERING SERVICES CORPORATION

Data Privacy Office

ATTN: Data Protection Officer

5/F Renaissance Tower 1000 Meralco Ave.,

Barangay Ugong, Pasig City

Email to: dpo@miescor.ph

Email subject: DPO-Exercise of Privacy

Rights

I certify that the information I have given in this application form is true and accurate. I understand that it may be necessary for me to provide additional information in order for MIESCOR to confirm my identity as a data subject. In the event that additional information will be requested from me, I shall provide the same only upon the written request of MIESCOR.

Signature	
Full Name	
Date	

NOTE: Please attach the following documents together with this form:

- 1. Copy of one valid government-issued identification.*
- 2. If requesting party is not the client, vendor, employee, or applicant, an authorization letter from and copy of one valid government-issued identification of the client, vendor, employee, or applicant.*
- 3. Documents, photos, or screenshots of the incident you have encountered (optional).*
- 4. For Right to Damages/ Indemnification, other documents, photos, or screenshots peculiar to the data subject, which can be considered in our assessment (optional).*
- 5. We will notify you of the outcome of your request through the contact information you indicated above.*