

Consent Form
In accordance with Personal Data Protection Act (PDPA)

PDPA Terms and Conditions

1. The Industrial & Services Co-operative Society Limited (ISCOS) and ISCOS ReGen Fund (IRF) aim to comply with all relevant requirements of the Personal Data Protection Act 2012 (PDPA).

Consent and Purpose in relation to the Collection, Use and Disclosure of Personal Data (PD)

2. ISCOS ReGen Fund (IRF) requires the following supporting documents to verify the applicant, children (listed in Schedule A) and other relevant personnel (listed in Schedule B):

Supporting Documents containing the Personal Data	Purpose for which the personal data is being collected, used and/or disclosed
<p>NRIC or Passport or equivalent documents, Photo ID, Prison Discharge Letter, Urine Test Card, Secret Society Renouncement Letter, Certification of Marriage or Divorce, Employment Letter, Pay Slips, Death Certificate, List of Courses taken under Skills Connect Singapore, Licenses and Certificates</p> <p>Related to CPF (to a maximum period of 15 months): CPF Statements, CPF Transaction History, CPF Contribution History</p> <p>Related to the child/children: Child Birth Certificates or Child NRIC, Adoption Certificate, School Transfer Documents, School Results (Mid-Year & End of Year Results, Prelims & National Examination Results)</p> <p>Additional Supporting Documents to support applications:</p> <ul style="list-style-type: none"> • MP Letter • SSO Letter • FSC Letter • Household Bills • Medical Bills • Medical Certificates • Relevant Financial Assistance letter • Relevant photos of household conditions 	<p>Processing of application for agreed services and programmes offered by IRF or ISCOS based on evidence of:</p> <ul style="list-style-type: none"> ▪ Personal Identity ▪ ISCOS Membership ▪ Incarceration ▪ Marriage or Divorce ▪ Employment or Unemployment ▪ Association with child ▪ Examination Results ▪ Death of Member or Spouse ▪ Financial Support by various organizations ▪ Educational Qualifications of family members ▪ Family's Financial Situation ▪ Family's Household Affairs ▪ Family's Household Living Conditions

<p>First name, interview content, photos, audio recordings and videos of applicant and children (listed in Schedule A)</p>	<ul style="list-style-type: none"> ▪ Sharing and posting on any social media platforms of ISCOS and IRF, including but not limited to its website, Facebook page and Instagram account; ▪ Publicity on any ISCOS/IRF publication, including but not limited to its Annual Report and E-newsletter; ▪ Sharing with media agencies for creating awareness and publicity on any media platform; ▪ Sharing with the corporate partners/sponsors of ISCOS/IRF for use in their organisation's publications or social media platforms, including but not limited to their website, Facebook, Instagram, LinkedIn and other online platforms.
--	--

- Pursuant to PDPA Consent Obligation, withdrawal of consent for IRF's collection, use and disclosure of collected PDs can be made at any point of time at the applicant's discretion via written consent, phone call (67437885) and/or email (dpo@irf.org.sg).
- Pursuant to PDPA Access and Correction Obligation, applicants may inform IRF at any point of time at the individual's discretion via written consent, phone call, email or submitted request via IRF website of any change to their personal particulars, mailing address or contact numbers.
- A copy of IRF's Personal Data Protection Policy is available on the IRF website.

Transfer of Personal Data

3. The transfer of PD collected will only be done under the following conditions:

- a) For the expediting through referrals for services not provided by ISCOS and/or IRF
 - Financial Assistance from Social Service Office (SSO)
 - Case Management by Family Service Centres (FSC)
 - Food Rations
 - Education Sponsorship Programmes
 - Seeking of Shelter from Halfway Houses and Shelters
 - The Straits Times School Pocket Money Fund (STSPMF)
 - Singapore Teochew Foundation Student Support Fund (Managed by IRF)
- b) For the verification and registration of ISCOS members for services provided by ISCOS and/or IRF
 - Registration of Course Selected by Member
 - Placement of Members for Employment
 - Registration of Event Attendees for Insurance Coverage

DECLARATION (to be signed by Applicant)

4. By signing this form, I declare that I have read, understood and agreed to the ISCOS ReGen Fund (IRF) PDPA Terms and Conditions. These conditions have been verbally communicated to me in a language and manner in which I understand and I am expressly consenting to and authorizing IRF to collect, hold, use, delete, disclose, administer and process all Personal Data provided by me and collected by IRF.
5. I understand that should I choose to **withdraw my consent** I can do so at any time of my choosing through written consent, phone call (67437885) and/or email (dpo@irf.org.sg).
6. I understand that should I choose to not provide the PDs requested, IRF might not be able to carry out the purposes stated in page 1 (clause 2).
7. I further confirm that all personal data (including sensitive personal data) that I have provided are all true, up-to-date and accurate. I also confirm that I have read and understood all of the above provisions by IRF and is providing consent for myself and on behalf of my children who are below 18 years old (listed in Schedule A).
8. Should there be any changes to any of my personal data, I shall notify IRF immediately. I understand that I have the right to access and correct my personal data by contacting IRF at 6743 7885 or emailing dpo@irf.org.sg.
9. IRF may also take steps to verify my identity before fulfilling my request for access to my personal data. Unless it prevents IRF from performing its obligations to me or goes against the very purpose that I have given the personal data to IRF, I can withdraw any part of this permission by letting IRF know in writing.

Applicant
(Parent/Guardian/Caregiver)

Name:

Signature:

Date:

Witness
(To be completed by staff of ISCOS
ReGen Fund)

Name:

Signature:

Date:

Schedule A: List of Children Covered within this Consent Form

Full Name & Birth Cert Number/NRIC: _____

Full Name & Birth Cert Number/NRIC: _____

Full Name & Birth Cert Number/NRIC: _____

Full Name & Birth Cert Number/NRIC: _____

Full Name & Birth Cert Number/NRIC: _____

Full Name & Birth Cert Number/NRIC: _____

Schedule B: Parents & Other Caregivers

Name of Spouse: _____

NRIC: _____

ISCOS Member: Yes / No

Caregiver 1: _____

NRIC: _____

ISCOS Member: Yes / No

Caregiver 2: _____

NRIC: _____

ISCOS Member: Yes / No