

Privacy Policy

We, **Commercial Marketers & Distributors Sdn Bhd [Company No.: 197801005300 (42316-T)]**, a member of the British American Tobacco Malaysia Group, respects the privacy of individuals with regard to personal data and are committed to protecting the privacy of our users, subscribers, customers (collectively, "**Users**"), and strive to provide a safe and secure user experience.

Please read this section carefully as it sets out our 'Privacy Policy' (also known as Privacy Notice) which informs you as the data subject of our privacy practices, the way your information is collected online, how that information is used and how we share, transfer and protect that information and the choices available to you to access or limit our access to the information.

The following also discloses our information gathering and dissemination practices for mobile applications created and/or owned by Commercial Marketers & Distributors Sdn Bhd that are made available to you (collectively, "**Websites**").

Any material amendment to this Privacy Policy will be made available on our website (<https://bat-one.com>) or any other available means as may be appropriate. If you continue to participate in the Contest (as defined below), you shall be deemed to accept such changes.

a) Information we collect about you and our use of your information

By accessing the Website and participating in the activities held on the Website ("**Contest**"), you consent for Commercial Marketers & Distributors Sdn Bhd and any of its holding, subsidiary or related companies as defined in the Companies Act 2016 ("**Commercial Marketers & Distributors Sdn Bhd**") and service providers, agents and contractors who provide administrative and business support to us and act on our behalf ("**Authorised Third Parties**") (collectively "**Organiser**", "**us**", "**we**" or "**our**") to process your personal information provided in the Contest entry form for purposes of the Contest.

Personal Information

Your personal information collected includes but is not limited to your name, email address, employee ID and other information.

Device Information

We also collect certain information about your device, including information about your web browser, IP address, time zone, and some of the cookies that are installed on your device. Cookies are small files that are placed on your computer when you visit the Websites. Cookies may be used to store a unique identification number tied to your computer or device so that you can be recognized as the same user across one or more browsing sessions, and across one or more sites. Cookies serve many useful purposes. For example:

- a) Cookies can remember your sign-in credentials so you do not have to enter those credentials each time you visit a Website.

- b) Cookies can help us and the Authorized Third Parties understand which parts of our Websites are the most popular because they help us see which pages and features users access and how much time they spend on the pages. By studying this kind of information, we are better able to adapt our Websites and provide you with a better experience.
- c) Cookies help us and the Authorized Third Parties understand which advertisements you have seen so that you don't receive the same advertisement each time you visit our Websites.

Most browsers accept cookies automatically, but can be configured not to do so or to notify the user when a cookie is being sent. Cookies do not store your data permanently and it's also not stored on the hard disk of your computer. Cookies will be deleted once you close your browser. If you wish to disable cookies, refer to your browser help menu to learn how to disable cookies. If you disable browser cookies or flash cookies, it may interfere with the proper functioning of our Websites.

We process your personal information through disclosing your personal information in company communications, providing you with information you request or to reply to your queries, or to process your personal data for purposes of providing the services from your participation in the Contest.

We only keep your information for as long as is necessary. The Organisers only retain your personal data for at least 3 months after you agree to the Terms & Conditions.

b) Who do we share your information with?

The Organiser may share your personal information in the following ways:

- From time to time your personal information may be transferred to any of the Company's entities worldwide or to third party agents, representatives or suppliers of the Organiser for the purposes of system maintenance and support.
- The Organiser may also be required to disclose your personal information to: (i) respond to duly authorised information requests from the police and governmental authorities; (ii) comply with any law, regulation, subpoena or court order; (iii) help prevent fraud or to enforce or protect the rights and properties of the Organiser or its subsidiaries; or (iv) protect the personal safety of the Organiser's employees, third party agents or members of the public.
- Circumstances may arise where, whether for strategic or other business reasons, the Organiser decides to sell, buy, merge or otherwise reorganise businesses in some countries. Such a transaction may involve the disclosure of your personal information to prospective or actual purchasers, or the receipt of it from sellers. It is the Organiser's practice to seek appropriate protection for personal information in these types of transactions.

We do not share, rent or trade your information with third parties for marketing or promotional purposes.

c) Accuracy of your information and your rights

The Organiser strives to keep your personal information accurately recorded, complete, not misleading and kept up-to-date. By providing your personal information to us, you consent to us processing your personal information in accordance with this Privacy Policy, and you confirm that all personal information provided by you is accurate and complete, and that none of it is misleading or out of date.

Where indicated, it is obligatory to provide your personal information to us to enable us to process your participation in the Contest. Should you decline to provide such obligatory personal information, we may not be able to process your application/request or provide you with our services from the Contest.

Subject always to our contractual rights and obligations under relevant laws and regulations, you may exercise your choice in respect of the use or the extent of use of your personal information.

You have the right to obtain a copy of the information we hold about you and/or to ask us not to process your information (or not to pass your information to third parties). If you have any queries on how we process your personal information, would like copies of your information, or if you would like us to correct any inaccurate, misleading or incomplete information, or if you would like that information blocked or deleted from our records, then please contact us at the contact information below:

Contact: Artists Colony Sdn Bhd

Address: Unit 30-1, Oval Damansara, 685, Jalan Damansara, 60000 Kuala Lumpur

Webform: www.colony.com.my

Call us: 03- 27805157

Email : Digital@colony.com.my

d) How do we keep your personal information secure?

The Organiser takes reasonable technical and organisational security measures to prevent the loss, misuse, alteration or unlawful disclose of information you provide to us. Any third party, agent or representative of the Organiser who requires access to your information is also required to implement reasonable technical and organisational security measures to protect your information.

At times the Organiser may retain Authorised Third Parties to process your personal information. All such Authorised Third Parties are contractually bound to take reasonable measures to keep information secure and not to use your personal information in any way other than the purpose of this contest.

The Organisers will not sell or rent your personal information to third parties. Except as provided for herein, the Organisers will not disclose personal information about you to any third party without your consent.

e) Where do we transfer your information to?

Information that we collect through this website may be transferred across international borders for further processing, storage or use in accordance with this Privacy Policy. Transfers may occur between the Organiser's affiliates including their customers and suppliers. Please do not send us your information if you do not want it to be transferred or stored in this way.

Any third party, agent or representative of the Organiser who imports personal information in the course of providing services to the Organiser is required to keep that information confidential and comply with national data protection laws or, where applicable, to be bound by appropriate contractual obligations that protect your personal information.