

Privacy Policy

Effective Date: 16 April 2025

This Privacy Policy outlines how we collect, use, and protect your data when you visit our website and make payments for membership dues, courses, and events.

1. Information We Collect:

- **Personal Information:** When you create an account, apply for membership, register for courses, or participate in events, we may collect personal details such as your name, email address, phone number, billing information, and payment details.
- **Usage Data:** We may collect information about how you interact with our website, including your IP address, browser type, pages visited, and duration of your visit. This information helps us improve our website's performance and functionality.

2. How We Use Your Information:

- To process payments and manage your membership, course registrations, and event participation.
- To communicate with you about your membership, course status, upcoming events, or any changes to our services.
- To send you promotional emails or newsletters (unless you have opted out).
- To improve our website's content and user experience based on the data we collect.

3. Payment Processing:

- Payment information is handled by third-party payment processors and is not stored on our servers. We use secure, industry-standard encryption methods to ensure your payment information is protected.
- Payment data is processed only to complete your transactions related to membership dues, courses, and event registrations.

4. Data Sharing and Disclosure:

- We do not sell, rent, or share your personal information with third parties except as required by law or to provide the services you've requested (e.g., payment processors).
- We may share your data with trusted partners to assist with website operations, marketing, or customer support, but these partners will be obligated to protect your data.

5. Cookies and Tracking Technologies:

- We use cookies and other tracking technologies to enhance your experience on our website, analyse usage patterns, and personalize content and advertisements.
- You can control cookie preferences through your browser settings. Please note that disabling cookies may affect some functionality on our website.

6. Data Retention:

- We retain your personal information only as long as necessary for the purposes outlined in this Privacy Policy, or as required by law.

7. Your Rights:

- You have the right to access, correct, or delete your personal information. You may also withdraw consent for us to process your data at any time by contacting us at secretariat@ipas.org.sg.
- You may unsubscribe from marketing emails by clicking the unsubscribe link in any email we send.

8. Data Security:

- We implement appropriate technical and organizational measures to protect your personal information from unauthorized access, alteration, or disclosure. However, no method of electronic storage or transmission is 100% secure, and we cannot guarantee the absolute security of your data.

9. Changes to This Policy:

- We reserve the right to update or modify this Privacy Policy at any time. Any changes will be posted on this page with an updated effective date. We encourage you to review this Privacy Policy periodically.

By using our website, you consent to the collection and use of your information as outlined in this Privacy Policy.