



Privacy Policy

Facility Link provides this Privacy Policy to inform you of our policies and procedures regarding the collection, use and disclosure of personal information we receive from users of www.facilitylink.com.sg (this "Site"). This Privacy Policy applies only to information that you provide to us through this Site. This Privacy Policy may be updated from time to time; each version will apply to information collected while it was in place. We will notify you of any material changes by posting the new Privacy Policy on the Site. You are advised to consult this policy regularly for any changes.

As used in this policy, the terms "using" and "processing" information include using cookies on a computer, subjecting the information to statistical or other analysis and using or handling information in any way, including, but not limited to collecting, storing, evaluating, modifying, deleting, using, combining, disclosing and transferring information within our organization or among our affiliates within Singapore or internationally.

Information Collection and Use

We collect and use "Personal Information" that we obtain from you (defined below) in order to provide and improve our Site, services, features and content, to assist our customers in administering their relationship with us, to enable users to enjoy and easily navigate the Site, to better understand your needs and interests, to fulfill requests you may make, , to provide or offer software updates and product announcements, and to provide you with further information and offers from us or third parties that we believe you may find useful or interesting, including newsletters, marketing or promotional materials and other information on services and products offered by us or third parties.

Personally Identifiable Information

- When you request information from us through the Site, we may ask you for personally identifiable information. This refers to information about you that when on its own or in combination with other identifiers can be used to contact or identify you ("**Personal Information**"). Personal Information includes, but is not limited to, your name, phone number, email address and home or business postal addresses. We use your Personal Information mainly to provide the Service and administer your inquiries.
- We use your Personal Information (in some cases, in conjunction with your Non-Identifying Information) mainly to provide the Service, and administer your inquiries.

- Certain Non-Identifying Information would be considered a part of your Personal Information if it were combined with other identifiers (for example, combining your zip code with your street address) in a way that enables you to be identified. But the same pieces of information are considered Non-Identifying Information when they are taken alone or combined only with other non-identifying information (for example, your viewing preferences). We may combine your Personal Information with Non-Identifying Information and aggregate it with information collected from other Facility Link Users (defined below) to attempt to provide you with a better experience, to improve the quality and value of the Service and to analyze and understand how our Site and Service are used. We may also use the combined information without aggregating it to serve you specifically, for instance to deliver a product to you according to your preferences or restrictions.
- We also use your Personal Information to contact you with Facility Link newsletters, marketing or promotional materials and other information that may be of interest to you. If you decide at any time that you no longer wish to receive such communications from us, please follow the unsubscribe instructions provided in any of the communications.
- In the course of using our products and services, you may provide us with Personal Information that you have obtained from your own customers, clients or prospects. We will use this information insofar as necessary or appropriate in order to perform the Services, and we may use third party Service Providers (as set forth below) to assist us in rendering the Services and in the other ways and subject to the limitations as described in the section below titled "Service Providers".

Log Data. When you visit the Site, our servers automatically record information that your browser sends whenever you visit a website ("Log Data"). This log data may include information such as your computer's Internet Protocol ("IP") address, browser type or the website from which you are visiting, pages of our Site that you visit, the time spent on those pages, information you search for, access times and dates, and other statistics. We use this information to monitor and analyze use of the Site and the Service and for the Site's technical administration, to increase our Site's functionality and user-friendliness, and to better tailor it to our visitors' needs. [We do not treat Log Data as Personal Information or use it in association with other Personal Information, though we may aggregate, analyze and evaluate such information for the same purposes as stated above regarding other Non-Identifying Information.]



Information Sharing and Disclosure

Aggregate Information and Non-Identifying Information. We may share aggregated information that does not include Personal Information and we may otherwise disclose Non-Identifying Information and Log Data with third parties for industry analysis, demographic profiling and other purposes. Any aggregated information shared in these contexts will not contain your Personal Information.

Service Providers, Business Partners and Others. We may employ third party companies and individuals to facilitate our Service, to provide the Service on our behalf, to perform Site-related services (including but not limited to maintenance services, database management, web analytics and improvement of the Site's features) or to assist us in analyzing how our Site and Service are used. These third parties have access to your Personal Information only to perform these tasks on our behalf. We may also provide Personal Information to our business partners or other entities with whom we have cooperative relationships so that they can send you promotional and other information and engage in any of the activities described in the section on "Information Collection and Use" above.

Compliance with Laws and Law Enforcement. Facility Link cooperates with government and law enforcement officials and private parties to enforce and comply with the law. We will disclose any information about you to government or law enforcement officials or private parties as we, in our sole discretion, believe necessary or appropriate to respond to claims and legal process (including but not limited to subpoenas), to protect the property and rights of Facility Link or a third party, to protect the safety of the public or any person, or to prevent or stop any illegal, unethical or legally actionable activity.

Business Transfers. Facility Link may sell, transfer or otherwise share some or all of its assets, including your Personal Information, in connection with a merger, acquisition, reorganization or sale of assets or in the event of bankruptcy. [You will have the opportunity to opt out of any such transfer if the new entity's planned processing of your information differs materially from that set forth in this Privacy Policy.]

Security

Facility Link is very concerned with safeguarding your information. We employ reasonable measures designed to protect your information from unauthorized access.



We will make any legally required disclosures of any breach of the security, confidentiality, or integrity of your unencrypted electronically stored “personal data” (as defined in applicable state statutes on security breach notification) to you via email or conspicuous posting on this Site in the most expedient time possible and without unreasonable delay, insofar as consistent with (i) the legitimate needs of law enforcement or (ii) any measures necessary to determine the scope of the breach and restore the reasonable integrity of the data system.

International Transfer

Your information may be transferred to — and maintained on — computers located outside of your state, province, country or other governmental jurisdiction where the privacy laws may not be as protective as those in your jurisdiction. If you are located outside Singapore and choose to provide information to us, Facility Link transfers Personal Information to Singapore and processes it there. Your consent to this Privacy Policy followed by your submission of such information represents your agreement to that transfer.

Links to Other Sites

Our Site contains links to other websites. If you choose to visit these websites by “clicking on” a third party link, you will be directed to that third party’s website. The fact that we link to a website or present a banner ad or other type of advertisement is not an endorsement, authorization or representation of our affiliation with that third party, nor is it an endorsement of their privacy or information security policies or practices. We do not exercise control over third party websites. These other websites may place their own cookies or other files on your computer, collect data or solicit personal information from you. Other sites follow different rules regarding the use or disclosure of the personal information you submit to them. We encourage you to read the privacy policies or statements of the other websites you visit.

Contacting Us

If you have any questions about this Privacy Policy, please contact us at enquiries@facilitylink.com.sg or at:

Facility Link Private Limited

No. 9 Pandan Road, #03-02

Singapore 609257

+65 6438 2822