

PRIVACY NOTICE

Dear Valued Stakeholder,

On December 1, 2023, the Jamaica Data Protection Act which addresses how personal data being held by companies should be treated, became effective. e-Learning Jamaica Company Ltd. takes this opportunity to assure you that the Company takes seriously the privacy of personal data that it might have obtained while conducting business.

OUR PROMISE TO YOU

At our core, we strive to be your trusted technology solutions partner. To ensure that we are always delivering on this promise, we are dedicated to earning and retaining your trust in every aspect of our services. Regardless of your connection to our brand and our business, we make the following commitment to protect your personal data.

As your trust is important to us:

- We will treat your data confidentially and securely.
- We will only share your data with third parties where it is needed to provide services to you on behalf of the Government of Jamaica, its Ministries, Departments and Agencies, or to comply with any legal requirements.
- We will never sell your data.
- Decisions taken based on your data will always be made fairly.
- We will never use your data to take advantage of you.
- We will clearly communicate with you to explain what we are doing with your data and why we need it.
- You will always have the opportunity to discuss decisions involving your data directly with our Data Protection Officer.

We will continue to provide you with updates about our actions to support data protection throughout the coming months.

As always, if you have any questions or comments, please contact us at <u>dataprotection.officer@elearningja.gov.jm</u> or call 876-929-4044.

Thank you for your continued confidence and trust.

Sincerely,

Your e-Learning Jamaica family.