

Privacy Policy Notice

The Personal Data Protection Act 2010 (the “**Act**”), which regulates the processing of personal data in commercial transactions, applies to Malek, Paulian & Gan (“**MPG**”) (collectively, “our”, “us” or “we”). For this written notice (“**Notice**”), the terms “personal data” and “processing” shall have the same meaning as prescribed in the Act.

1. This Notice serves to inform you that your personal data is being processed by us or on our behalf and by using or accessing our Website or accessing, replying, reading or reviewing any e-mail correspondence issued by an e-mail address bearing our domain name you hereby give your consent to the processing of your personal data.
2. Your personal data includes your full name, gender, date of birth, email address, home or office mailing address, telephone number, NRIC no., passport number, bank account no. and credit or debit card nos., location, category of goods and services offered by any third-party goods and services provider(s) and all other personal data we may again collect from you on any subsequent occasion.
3. Your personal data is being or is to be collected and further processed for:
 - (a) communicating with you;
 - (b) rendering legal advice and/or opinion;
 - (c) responding to your inquiries;
 - (d) processing payments and the relevant documents such as purchase orders, invoices and receipts;
 - (e) legitimate business activities;
 - (f) complying with any legal requirements;
 - (g) data mining, promotions, email updates and invitations; and
 - (h) such other purposes directly related to the foregoing.

(collectively, the “**Purposes**”).

4. Your personal data, and all other information that you may provide us from time to time, is being or is to be collected for, amongst others, the Purposes.
5. In operating this Website, we may use a technology called "cookies." A cookie is a piece of information that the computer that hosts our Website gives to your computer when you access a website. Our cookies help provide additional functionality to the Website and help us analyse the Website usage more accurately.

6. You have the right to request access to and to request correction of your personal data and to contact us with any inquiries or complaints in respect of your personal data (including the possible choices and means for limiting the processing of your personal data or to cease or not begin processing your personal data for purposes of direct marketing). If you have any questions or comments about this Privacy Policy or our use of your personally identifiable information, please contact us at admin@malekpauliangan.com.
7. Subject to provisions of the Act:
 - (a) make a data access request in writing to us; and
 - (b) we may refuse to comply with a data access request or a data correction request and shall, by notice in writing, inform you of our refusal and the reasons of our refusal.
8. We won't share your personal information with anyone except for the situations listed below or unless we specifically inform you and give you an opportunity to opt out of our sharing your personal information.
9. We may disclose your information:
 - (a) In response to a subpoena or similar investigative demand, a court order, or a request for cooperation from a law enforcement or other government agency; to establish or exercise our legal rights; to defend against legal claims; or as otherwise required by Malaysian law. In such cases, we may raise or waive any legal objection or right available to us.
 - (b) When we believe disclosure is appropriate in connection with efforts to investigate, prevent, or take other action regarding illegal activity, suspected fraud or other wrongdoing; to protect and defend the rights, property or safety of our company, our users, our employees, or others; to comply with applicable law or cooperate with law enforcement; or to enforce the Website's Terms or other agreements or policies.
 - (c) In connection with a substantial corporate transaction, such as the sale of our business, a divestiture, merger, consolidation, or asset sale, or in the unlikely event of insolvency.

10. We may require your assistance if the personal data relating to other third parties is required to process your personal data for the Purposes and you hereby agree to use your best endeavors to assist us when required.
11. We may transfer your personal data to a place outside Malaysia and you hereby give your consent to the transfer.
12. You are responsible for ensuring that the information you provide us is accurate, complete, not misleading and kept up to date.
13. Although most changes are likely to be minor, MPG may change its Privacy Policy from time to time, and in its sole discretion. MPG encourages visitors to frequently check this page for any changes to its Privacy Policy. Your continued use of the Services after any change in this Privacy Policy will constitute your acceptance of such change.
14. This Privacy Policy applies only to this Website and/or all of the firm's e-mail correspondence.
15. We take precautions to ensure the security of your personal information. However, we cannot guarantee that hackers or unauthorised personnel will not gain access to your personal information despite our efforts. You should note that in using the Website and our related services, this information will travel through third party infrastructures which are not under our control. We cannot protect, nor does this Privacy Policy apply to, any information that you transmit to other users of the Website. You should never transmit personal or identifying information to other users.

If we do not receive the declaration confirming that you have received this Notice and consent to our processing of your personal data below within fourteen (14) days from the date of this Notice, we will assume that you have consented to our processing of your personal data in accordance with the above.