

## Privacy Notice

This privacy notice explains how your personal data will be processed when you visit a website or use a mobile application ("app") managed by The Ministry of Industry Investment and Commerce. It details how your data is used, shared, and how you can contact us regarding your personal data.

The types and purposes of data processing vary based on the services offered by the website or app. For instance, the way we collect your data differs if you are signing up for an event versus subscribing to a newsletter.

<b>DATA CONTROLLER</b>	The Ministry of Industry Investment and Commerce is responsible for processing personal data, determining its use and processing within the Jamaican jurisdiction.
<b>DATA PROTECTION OFFICER</b>	You can contact the Data Protection Officer at: <a href="mailto:dataprotectionofficer@miic.gov.jm">dataprotectionofficer@miic.gov.jm</a>
<b>CATEGORIES OF PERSONAL DATA</b>	<ul style="list-style-type: none"> <li>+ <b>Contact Information:</b> name, email, phone number, address.</li> <li>+ <b>Account Management Data:</b> login credentials, permissions and associated account actions (such as when your account is created, when you log in, add information, request a service and any changes to your account.)</li> <li>+ <b>Personal Details:</b> gender, place of birth, date of birth.</li> <li>+ <b>Payment Information:</b> bank account details and other verification data.</li> <li>+ <b>Media:</b> images, photos, videos, etc.</li> <li>+ <b>Preferences:</b> personal preferences and related information.</li> <li>+ <b>Technical Data:</b> IP address, based on cookie preferences.</li> </ul>
<b>DATA SOURCE</b>	The data is provided directly by you.

PURPOSE OF THE PROCESSING	LEGAL BASIS	DATA RETENTION
<b>Responding to information requests</b>	<b>Legitimate interest</b> for research and business development	Necessary duration for processing a request, up to 3 years. This will then be anonymised and archived.
<b>Direct marketing communications (e.g. surveys/newsletters)</b>	<b>Consent</b> (optional and revocable)	Until consent is withdrawn
<b>Managing competition/Event/Expo registration</b>	<b>Execution of a contract</b>	Until you object to processing, Account lifetime, or per applicable legal requirements (for example: in cases of legal obligations pursuant to fraud)
<b>Profiling for personalized communications</b>	<b>Consent</b> (optional and revocable)	Until consent is withdrawn
<b>Website/app optimization</b>	<b>Legitimate interest</b> in protecting and improving our site(s); for necessary cookies; consent for optional cookies	Varies per cookie (see cookie policy)
<b>Process your requested service(s)</b>	<b>Execution of a contract, Legitimate interest</b> in providing a valid and relevant service to our clients and to continue to improve our products and services. <b>Consent</b> (optional and revocable)	Three (3) years
<b>Evaluating customer satisfaction</b>	<b>Legitimate interest</b> for research and development	Up to one (1) year

PURPOSE OF THE PROCESSING	LEGAL BASIS	DATA RETENTION
Compliance with legal requirements (e.g. payments)	Legal obligation	As required by applicable law

Personal data may also be used for other purposes, with specific notice and consent obtained, as necessary. Data will be deleted, destroyed, or anonymised once retention periods expire. You have the right to withdraw consent at any time.

<b>NATURE OF DATA PROCESSING</b>	Your data is voluntarily provided. Refusal to provide necessary information may result in an inability to deliver the requested service(s). Some technical information may be collected automatically. Personal data may be used without consent when legally required or anonymized.
<b>RECIPIENTS OF PERSONAL DATA</b>	<p>Data may be processed by external entities, including public authorities and professional firms, for administrative or institutional purposes. Personal data might also be shared with service providers, and Ministry of Industry, Investment and Commerce network members, all of whom are bound to protect your data.</p> <p>Third parties processing your data may include:</p> <ul style="list-style-type: none"> <li>+ Maintenance service providers for websites and systems</li> <li>+ Ministry's Agencies and Departments</li> <li>+ Ministry's partners</li> <li>+ Database management and maintenance firms</li> <li>+ Email service providers.</li> <li>+ Event support and reception service providers</li> </ul> <p>These third parties do not retain, share, or use personal data beyond their service purpose. Aggregated demographic data, not linked to individual identities, may be shared with partners.</p> <p>Your data could be processed in other jurisdictions.</p> <p>These parties do not retain, share, or use personal data beyond the defined purpose of fulfilling the service. We share only aggregated demographic data with our partners. This data is not linked to the identity of any individual user.</p> <p>Where third party cookies are installed (with your consent), your data may be processed by third parties to whom the data is communicated. On our website, you may encounter links to other websites. Be aware that we are not responsible for the content or privacy practices of these other sites. We encourage all users to read the privacy notices of any other sites that collect your personal data.</p>
<b>DATA TRANSFER</b>	If you are visiting <a href="https://www.miic.gov.jm">https://www.miic.gov.jm</a> , your personal data could be processed in the United States.
<b>DATA SUBJECTS' RIGHTS</b>	<p>You have the right to:</p> <ul style="list-style-type: none"> <li>+ Request access to your data.</li> <li>+ Correct inaccurate data.</li> <li>+ Request deletion of data without a legitimate processing need</li> <li>+ Object to data processing.</li> <li>+ Request data transfer.</li> <li>+ Opt out of contact at any time.</li> <li>+ Express concerns about data use</li> </ul> <p>Contact us at:  <b>Email:</b> <a href="mailto:dataprotectionofficer@miic.gov.jm">dataprotectionofficer@miic.gov.jm</a>  <b>Subject:</b> Data Subject Access Request  <b>Phone:</b> 876-968-7116  <b>Address:</b> The Ministry of Industry Investment and Commerce,  4 St. Lucia Avenue, Kingston 5</p>
<b>RIGHT TO LODGE A COMPLAINT</b>	If you believe your data has been processed unlawfully, you have the right to lodge a complaint with the Office of the Information Commissioner.
<b>AUTOMATED DECISION-MAKING</b>	Your data will not be subjected to automated decision-making that negatively affects you.

<b>UNDERSTAND CUSTOMER BEHAVIOUR</b>	We use publicly available personal information to make marketing decisions based on aggregated customer preferences and behaviour. Social listening tools help us analyse public data on social networks for strategic insights.
<b>DOCUMENT VERSION</b>	Last updated: February 2025 Version: 1.3 For any changes to this notice, refer to our website.

**Data Processing Security**

Data is protected with security measures including but not limited to:

- + Encryption
- + Role-Based Access Control
- + Password Protection
- + Physical Security Measures (e.g. surveillance equipment)

**DATA PROCESSING REGION**

REGION	COMPANY	ADDRESS	DATA CATEGORY	PURPOSE
Caribbean	<b>Ministry of Industry, Investment and Commerce (MIIC)</b>	<b>Corporate Address:</b> 4 St. Lucia Avenue, Kingston 5	Customer Data	Collection and storage of waiver information and contact information.
			Employees	To collect and store appraisal information.
North America	<b>Microsoft Corporation</b>	<b>Corporate Address:</b> One Microsoft Way, Redmond, Washington, USA 98052-6399  60 Knutsford Boulevard, PanJam Building, Kingston 5	General	Facilitate daily processes.