



1 July 2014

Dear Customers

Privacy Statement

Yeap Transport Pte Ltd respects your privacy. Your personal data is protected in Singapore by the Personal Data Protection Act 2012 (PDPA) which had come into force on 2 July 2014. The PDPA establishes a data protection law that comprises various rules governing the collection, use, disclosure and care of personal data. For more information on PDPA, please refer to <https://www.pdpc.gov.sg>.

Under the PDPA, we have a legal duty to protect any information we collect from you. Any information that you give us is held with the utmost care and security.

We will:

- retain your information for only as long as there is a business or legal need;
- take reasonable steps to ensure that the information is accurate, adequate, relevant and up to date;
- where possible provide you with access to the information, i.e. through our EPortal Parent Login;
- take appropriate measures to prevent and minimize risks of unauthorised access to the information.

We will not:

- use your information in ways to which you have not consented or that are forbidden under Singapore laws and regulations;
- offer, publish or share your information with any third party unless you give us permission to do so.

We may use your personal information, such as your name and contact details, for the following purposes:

- to perform the services that you have requested, which may involve contacting you by telephone, mobile phone, fax machine, post or email, including sending you our updates and e-newsletter;
- to allow us to promote our Company's services, events and activities;
- for the detection of fraud and for market research purposes; and
- for other reasonable purposes, always acting within the limits of the Personal Data Protection Act 2012 (PDPA).

We will continue to use your personal information for the above purposes and/or for which it was collected unless you inform us that you do not consent to our use of your personal information. You can contact your bus office should you wish to withdraw your consent for the use of your personal information. Your request will be processed within 30 days.

Please note that after opting out, you may still receive non-marketing messages such as route delay SMS or announcements that are permissible under the Personal Data Protection Act 2012 (PDPA).

For more information please contact your bus office at:

Singapore American School	sas@yeaptpt.com
Saint Joseph's Institution International School	sjii@yeaptpt.com
Swiss School in Singapore	ssis@yeaptpt.com
United World College South East Asia	uwcbusdover@yeaptpt.com
	uwcbuseast@yeaptpt.com

Yours sincerely