



Associated Marine Officers' and Seamen's Union of the Philippines AMOSUP-PTGWO-ITF

(AN AFFILIATE OF THE INTERNATIONAL TRANSPORT WORKERS' FEDERATION, LONDON)

AMOSUP SEAMEN'S CENTER

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CONSENT FORM FOR MEMBERSHIP

I. FOREWORD

- A. The AMOSUP values every individual's privacy;
- B. As part of your membership with AMOSUP, AMOSUP needs to collect certain personal data from you that may be classified as either "Personal Information" or "Sensitive Personal Information" under the Data Privacy Act of 2012;
- C. AMOSUP will only collect data classified as "Personal Information" and/or "Sensitive Personal Information" with your consent as the basis of processing or in others exceptional cases provided by law;
- D. AMOSUP will only use the data it has collected from you for lawful purposes in connection with your membership with AMOSUP;
- E. If you allow AMOSUP to collect your Personal Information and Sensitive Personal Information, please manifest your consent in this document which shall be referred as "CONSENT FORM".

II. DEFINITION OF TERMS

- Data Subject refers to an individual whose personal, sensitive personal, or privileged information is processed.
- Personal Data refers either to Personal Information or Sensitive Personal Information as defined in the Data Privacy Act and its Implementing Rules and Regulations.
- Personal Information refers to any information whether recorded in a material form or not, from which the identity of an individual is apparent or can be reasonably and directly ascertained by the entity holding the information, or when put together with other information would directly and certainly identify an individual
- Sensitive Personal Information refers to personal information:
 1. About an individual's race, ethnic origin, marital status, age, color, and religious, philosophical or political affiliations;
 2. About an individual's health, education, genetic or sexual life of a person, or to any proceeding for any offense committed or alleged to have been committed by such person, the disposal of such proceedings, or the sentence of any court in such proceedings;
 3. Issued by government agencies peculiar to an individual which includes, but not limited to, social security numbers, previous or current health records, licenses or its denials, suspension or revocation, and tax returns; and
 4. Specifically established by an executive order or an act of Congress to be kept classified.

III. DATA TO BE COLLECTED AND PURPOSES

A. DATA TO BE COLLECTED	B. MEMBERSHIP RELATED PURPOSES
• AMOSUP I.D. No.:	Unique identification of member.

• Rank	For determination of membership fees and statistics of AMOSUP membership.
• Last Name, First Name, Middle Name • Photo • Valid government ID	For valid identification.
• Complete Present and Permanent Address • Contact Number • Email Address	May be used to send important communications, such as claim status updates, confirmation of claim receipt, requests for additional information, and statistics of membership in Philippine regions, for the purpose of improving the services and benefits of AMOSUP to its members.
• Sex	For safety purposes, such as in shared facilities, or for physical accommodations, determination of appropriate union benefits, and statistics of AMOSUP membership.
• Birthdate	For verification of age (for eligibility of retirement qualification) and further verification of valid identification.
• Place of Birth	For further verification of valid identification and demographics of AMOSUP membership.
• Civil Status	For verification of qualified dependents.
• Blood type	For emergency medical treatment.
• PhilHealth Number	For processing PhilHealth Claims in case of hospitalization and/or medical case.
• Religion	For statistics purposes and medical ethics in case of medical emergency and/or hospitalization.
• Spouse's Full Name, Complete Address, Date of Birth, Contact No., Email Address	For hospitalization benefits and other benefits for dependents, and communication purposes.
Parent's Details • Father's Name Contact Number • Mother's Name and Contact Number • Address	For determination and eligibility of qualified dependents for union benefits and to contact in case of emergency.
• Name, Address, and Contact Number to be	For communication with your contact person in case of emergency.

contacted in case of emergency	
Full Name of Legal Dependents Birthdate, Age and Relationship	For hospitalization benefits of dependents.
Vessel Experience Details - Name of Vessel - Position - Embarkation Date - Disembarkation Date - Manning Agency	To ensure accurate verification of a member's service history, and facilitates precise calculation of benefits.
CCTV Footages	For safety and security purposes.
- Signature - Thumbmark	For certification of facts and information stated by the data subject.
- Attachments such as: Any of the following: - Seaman's Book - Latest Pay Slip/Allotment Slip - Updated passbook from Provident Fund - Certificate of Sea Service from Manning Agent - Last Contract of Employment - For Verification of Qualified Dependents: - Birth Certificate of child/children, if with child/ren (only below 18 years old child/ren) - Marriage Certificate, if married. - CENOMAR, if single. - Birth Certificate of member, if single (for parents)	For verification of facts provided by the members.

IV. RESEARCH CLAUSE

Some of the personal data (indicated above) you will provide in the Membership Form will be used to generate statistical research ONLY for the purpose of improving the services and benefits of AMOSUP to its members. Rest assured that if your personal data will be included, none of your personal information that will identify you will be involved.

V. HOW WOULD YOUR PERSONAL DETAILS BE PROCESSED

Documents containing your personal data will be stored in secure facilities and systems, including, among other things, locked filing cabinets, accessible only to authorized AMOSUP employees. These employees are bound by a confidentiality and non-disclosure agreement. The information outlined above will be retained only as long as necessary to fulfill the stated purposes, based on the AMOSUP Retention Policy.

VI. CONFIDENTIALITY AND DISCLOSURE

Only authorized AMOSUP employees shall have access to process the data you have provided. However, your personal data may also be disclosed to the following institutions, with an applicable Data Sharing/Processing Agreement, for the purposes outlined herein:

- Within AMOSUP Departments – for coordination of AMOSUP benefits.
- AMOSUP Seamen's Hospital Branches – for medical concerns
- Law enforcement and government agencies performing their governmental and investigatory functions.

VII. RIGHTS OF MEMBERS AS DATA SUBJECT

As Data Subject you have the following rights:

- Right to be informed. As a data subject you have the right to be informed how your personal details are being processed by AMOSUP.
- Right to Object. As a data subject you have the right to object to the processing of your personal data.
- Right to Access. As a data subject you have the right to access and view the information you have provided.
- Right to Rectification. As a data subject you have the right to correct any inaccuracy regarding your personal data and have the same corrected.
- Right to Withdraw Consent and Erasure or Blocking. As a data subject you have the right to withdraw your consent and have the same destroyed and erased from AMOSUP filing system.
- Right to Damages. As a data subject you shall be indemnified for any damages sustained due to such inaccurate, incomplete, outdated, false, unlawfully obtained or unauthorized use of personal data, taking into account any violation of his or her rights and freedoms as data subject.
- Right to Data Portability. As a data subject, you have the right to obtain from the PIC a copy of your personal data and/or have the same transmitted from one PIC to another, in an electronic or structured format that is commonly used.
- Right to File a Complaint. As a data subject, you have the right to file a complaint to the National Privacy Commission (NPC) to address grievances related to the misuse or mishandling of your personal data.

VIII. CONTACT INFORMATION OF DATA PRIVACY OFFICE

To know more of AMOSUP Data Privacy Policy, or if you want to exercise your rights, or if you have any comments about this form, you may contact the Data Privacy Office;

- Via Physical Mail to be sent at:
Seamen's Center Building, Cabildo cor. Sta. Potenciana Sts., Intramuros, Manila; or
- Via Electronic Mail to be sent to or call at:
Privacy Office e-mail: dpo@amosup.org
Privacy Office contact number: 8527-8491 loc. 840
Please use the subject: "DPA DATA SUBJECT REQUEST"

IX. AUTHORIZATION

I HEREBY AUTHORIZE THE ASSOCIATED MARINE OFFICERS AND SEAMEN'S UNION OF THE PHILIPPINES (AMOSUP) TO COLLECT AND PROCESS THE PERSONAL DATA ENUMERATED IN PARAGRAPH III OF THIS CONSENT FORM AND TO SHARE AND DISCLOSED MY PERSONAL DATA TO THE FOLLOWING INSTITUTIONS PROVIDED IN THE PARAGRAPH VI FOR PURPOSES STATED THEREIN:

Signature over printed name:	
Date of signing:	

Thumbmark: