### PRIVACY POLICY

This privacy policy sets out how Hewlett Packard Enterprise (known as "HPE" from hereon) and Bespoke Marketing Sdn Bhd (known as "Bespoke" from hereon) use and protect any information that you give to both HPE and Bespoke when you use this website.

HPE and Bespoke are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

HPE and Bespoke may change this policy from time to time by updating this page.

#### What we collect

We may collect the following information:

- Name and Job Title
- Contact information including email address
- Other information relevant to arrangements for the conference and/or surveys

## What we do with the information we gather

We require this information to understand your needs and provide you with the services required for this event, and in particular for the following reasons:

- Arrangement of space, meals and activities for the event
- We will never sell your information

#### Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### **Cookies**

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

Please note that we do not use cookies on our website.

### Links to other websites

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

# **Controlling your personal information**

You may choose to restrict the collection or use of your personal information in the following ways:

• Whenever you are asked to fill in a form on the website, look for the box that you can click to indicate that you do not want the information to be used by anybody for direct marketing purposes

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law.

You may request for details of personal information which we hold about you under the Malaysian Personal Data Protection Act 2010. If you would like a copy of the information held on you, please write to:

Bespoke Marketing Sdn Bhd Level 15.01, 1 First Avenue, 2A Dataran Bandar Utama Damansara 47800 Petaling Jaya, Selangor, Malaysia

If you believe that any information we are holding on you is incorrect or incomplete, please write to us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.