

SINGAPORE LAND AUTHORITY PERSONAL DATA NOTICE

1. In this Personal Data Notice, unless the context otherwise requires, the following words and expressions shall have the following meanings:

“Form” means the request, entry, application, form or other document (whether in electronic or hard-copy format) which draws reference to the Personal Data Notice and which You are submitting to SLA.

“Personal Data” means any data about You and/or any individual which You are providing or have provided to SLA in the Form, and which is capable of identifying You and/or that individual (such as name, NRIC, passport or other identification number, or contact information).

“Public Sector Organisation” includes a Ministry, Government department, body or agency, an organ of State, and a statutory body constituted under any written law.

“You” and its cognate expressions mean the applicant, person or entity submitting the Form to SLA for SLA’s consideration.

“SLA” means the Singapore Land Authority.

2. SLA collects, uses and discloses Personal Data for any one or more of the following purposes (the “Purposes”):

- (a) processing and/or considering Your Form;
- (b) administering and managing Your relationship with SLA and/or authorised third parties;
- (c) responding to any queries by You regarding Your Form or the processing or consideration thereof or any matter related thereto;
- (d) responding to requests for information from Public Sector Organisations and authorised third parties, on a need-to know basis;
- (e) carrying out such due diligence or other screening activities as SLA may deem necessary or as may be required by the Government, any regulatory body or public authority, or any regulation or law, including without limitation making direct enquiries, requesting for information and obtaining references from any person, firm, public official or organisation to verify the information provided in Your Form;
- (f) carrying out research and analysis relating to SLA’s statutory functions and duties, including the formulation, evaluation and review of policies;
- (g) preparing and generating financial and management reports and any other report as may be required by SLA.

3. In addition to paragraph 2 above, SLA may disclose the Personal Data to:

- (a) Public Sector Organisations, so as to serve the You efficiently and effectively and for the Purposes, unless such sharing is prohibited by law;
- (b) the Ministry of Law or such other government ministries or departments which SLA or the Ministry of Law is or may be required to report to; and
- (c) SLA’s auditors, professional advisors and any other persons having a legal right or duty to have access to or knowledge of the Personal Data, or the affairs, activities or records of SLA.

4. SLA will not share the Personal Data with non-Public Sector Organisations, except where such entities have been authorised to carry out specific services for SLA and for the fulfilment of one or more of the Purposes.
5. By providing any Personal Data of any other individual in the Form, You represent and warrant that prior to disclosing such personal data to SLA, You have obtained consent from that individual for the collection, use and disclosure of Personal Data by SLA in accordance with this Personal Data Notice.
6. As SLA will rely on the Personal Data for the Purposes, You shall ensure that the information provided to SLA in Your Form is correct, accurate and complete. You shall endeavour to update SLA in a timely manner on all changes to the information provided to SLA so that SLA can fulfil the Purposes.
7. If You wish to update the information provided to SLA or have any question relating to SLA's collection, use or disclosure of the Personal Data, You may contact SLA at sla_qsm@sla.gov.sg.
8. If You wish to withdraw Your consent for the collection, use or disclosure of the Personal Data, you may give us 30 days' notice of withdrawal in writing and only if a decision has not been made regarding Your Form. In such an event, SLA and/or the Government reserves the right to treat Your Form as withdrawn.
9. For the avoidance of doubt, in the event that the collection, use or disclosure by SLA of the Personal Data is permitted by law without the need to obtain Your consent, such permission granted by the law shall continue to apply.