

PRIVACY POLICY

ADR Primecars Insurance Agency

Effective Date: June 01, 2025

At ADR Primecars Insurance Agency, we are committed to safeguarding the privacy of our clients and ensuring that all personal information shared with us is treated with the utmost confidentiality and care. This Privacy Policy outlines how we collect, use, protect, and disclose your personal data in accordance with the Data Privacy Act of 2012 (Republic Act No. 10173) of the Philippines.

1. Information We Collect

We may collect the following personal data when you engage with our services:

- Full name
- Contact information (e.g., email address, phone number)
- Address
- Vehicle information
- Government-issued identification
- Financial or payment information
- Any other data necessary for insurance application, processing, and claims

2. Purpose of Data Collection

Your personal data is collected and used solely for the following purposes:

- Processing insurance applications and renewals
- Providing accurate insurance quotations
- Managing policyholder records and claims
- Communicating relevant updates and information
- Complying with legal, regulatory, and contractual obligations

3. Data Protection and Confidentiality

We uphold your right to privacy and employ strict security measures to protect your data from unauthorized access, alteration, or disclosure. Access to personal data is limited to authorized personnel only and is kept in secure physical and digital storage.

ADR Primecars Insurance Agency strictly adheres to the principles and provisions of the Republic Act No. 10173 (Data Privacy Act of 2012), and ensures full compliance with the National Privacy Commission (NPC) guidelines.

4. Sharing of Information

We do not sell, rent, or trade your personal data. Any sharing of data is done only when:

- Required by law or government authorities
- Necessary for the processing of insurance-related transactions with our trusted partners and providers;
- Authorized explicitly by you

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5. Data Retention

We retain your personal data only for as long as necessary to fulfill the purposes outlined in this policy, unless a longer retention period is required by law.

6. Your Rights

As a data subject under Philippine law, you have the right to:

1. Be informed about the processing of your personal data
2. Access and request copies of your data
3. Correct inaccuracies in your data
4. Withdraw consent at any time
5. Lodge complaints with the National Privacy Commission if you believe your rights have been violated

7. Contact Us

For any concerns, requests, or questions regarding your personal data or this Privacy Policy, you may reach out to us through:

ADR Primecars Insurance Agency

#41 Morning Glory Street, Saint Joseph Village, Pacdal, Baguio City, Philippines

Email: hello@adrinsurancebaguio.com

Phone: (074) 443-5690 / 09228-758088