

## Privacy Policy

Motur Electric Philippines ("we," "us," or "our") is committed to protecting your personal data and respecting your privacy. This Privacy Policy outlines how we collect, use, store, disclose, and protect the information you provide when you access or use our website <https://moturelectric.com> and related services.

By using our website, you agree to the terms of this Privacy Policy.

### Collection of Personal Information

When you interact with our website or make a purchase, we may collect personal information that you voluntarily provide. This includes your full name, email address, contact number, billing and shipping addresses, and, where applicable, identification documents for verification purposes.

For payment transactions, we collect details such as your credit or debit card information through a secure third-party payment gateway. Please note that we do not store your card details on our servers.

We may also collect technical and usage data such as your IP address, browser type, device information, and browsing behavior through cookies and similar technologies.

### Use of Information

The personal information we collect is used solely for legitimate business purposes, including processing transactions, verifying identity, fulfilling orders, providing customer support, sending service-related communications, improving our website and services, and complying with legal or regulatory obligations.

### Sharing and Disclosure

We do not sell or lease your personal information. However, your data may be shared with trusted third-party partners strictly for operational purposes. These include payment processors, logistics providers, IT and analytics service providers, and government authorities when required by law.

All third parties we engage are bound by contractual obligations to uphold the confidentiality and integrity of your data in accordance with the Philippine Data Privacy Act of 2012.

## **Data Protection and Security**

We implement appropriate technical and organizational security measures to safeguard your personal information. These include, but are not limited to, SSL encryption, secure payment gateways compliant with PCI-DSS standards, and internal access controls.

While we take every reasonable precaution to protect your data, no method of transmission over the internet or method of electronic storage is completely secure. We encourage you to exercise discretion when sharing personal information online.

## **Your Rights Under Philippine Law**

As a data subject under the Data Privacy Act of 2012 (Republic Act No. 10173), you have the right to:

- Be informed about the collection and use of your data
- Access your personal data held by us
- Request the correction of inaccurate or outdated data
- Object to or request the restriction of data processing
- Withdraw your consent at any time
- Lodge a complaint with the National Privacy Commission

To exercise any of these rights, please contact us using the information provided below.

## **Cookies and Tracking Technologies**

Our website uses cookies and related technologies to enhance your browsing experience and gather usage statistics. You may modify your browser settings to manage or block cookies; however, certain site features may not function optimally without them.

## **Data Retention**

We retain your personal information only for as long as necessary to fulfill the purposes for which it was collected, or as required by applicable laws and regulations related to financial reporting, dispute resolution, or compliance obligations.

## **External Links**

Our website may contain links to third-party websites that operate independently of us. We do not assume responsibility for the content, practices, or policies of those external sites. We encourage you to review their privacy statements before providing any personal information.

## **Policy Updates**

We reserve the right to amend this Privacy Policy at any time to reflect changes in our practices or legal requirements. Any updates will be posted on this page with an updated effective date. Continued use of our website following such changes constitutes your acceptance of the revised policy.

