

ACCESS REQUEST FORM

In order to help us verify your identity and locate your personal information, please complete the following details:

Full Name (as in NRIC)	
NRIC/ Passport Number	
Address	
Telephone Number(s)	
Email	
Your status/relationship with DenseLight	<input type="checkbox"/> Applicant <input type="checkbox"/> Ex-employee <input type="checkbox"/> Employee

Please provide the following information to enable us to respond to your request:

A detailed description of the personal data that you are requesting for access to	
Reasons for your request for access to your Personal Data	

I certify that the information given on this access request form to DenseLight Semiconductors Pte. Ltd. is correct.

I understand that I will have to provide proof of my identity (either my NRIC or Passport). I understand that it may be necessary for DenseLight to obtain more detailed information in order to locate the correct information.

Signed.....

Dated

Important to Note:

1. Please note that a reasonable fee may be charged for an access request. If so, we will inform you of the fee before processing your request.
2. We will respond to your access request as soon as reasonably possible. Should we not be able to respond to your access request within thirty (30) days after receiving your access request, we will inform you in writing within thirty (30) days of the time by which we will be able to respond to your request. If we are unable to provide you with any personal data or to make a correction requested by you, we shall generally inform you of the reasons why we are unable to do so (except where we are not required to do so under the PDPA).
3. If the amount of data collected is adequate enough, a one (1) year data will be provided to the requestor. Please note that depending on the request that is being made, we will only need to provide you with access to the personal data contained in the documents requested, and not to the entire documents themselves.
4. You are responsible for the accuracy of your personal information provided in the Access request Form.

Please return the completed form to the Data Protection Officer:

Email address: dpo@denselight.com

Postal address: 6 Changi North Street 2
S498831, Singapore