

Privacy Policy

General Data Protection Regulations (GDPR)

This notice (together with our terms of and any other documents referred to on it) sets out the basis on which any personal data the Company collects from you, or that you provide to us, will be processed.

GDPR Principles

The Company complies with the principles of GDPR. The six overall guiding principles are:

- Lawfulness, transparency, and fairness
- Purpose Limitation
- Data Minimisation
- Accuracy
- Storage limitation
- Confidentiality and integrity

Your privacy and security are of the utmost importance to us. We will always follow these principles and ask you how you would like us (or our partners) to communicate with you. The Information Commissioner regulates compliance with GDPR.



Privacy Policy

Who is the Data Controller?

When you provide personal information to VAP PH or any VAP PH Subsidiaries, the data controller is the Company.

If another company is the data controller, this will be made clear when you provide your personal information.

Information we may collect from you

We may collect and process the following data about you:

- Information that you provide by filling in forms on this site. This includes
 information provided at the time of registering to use our site, subscribing to our
 service, posting material, or requesting further services. We may also ask you for
 information when you enter a competition or promotion and when you report a
 problem with our site.
- If you contact us, we may keep a record of that correspondence.
- We may also ask you to complete surveys that we use for research purposes, although you do not have to respond to them.
- Details relating to our recruitment services and the supply of your services to our clients.
- Details of your visits to our site include, but are not limited to, traffic data, location data, weblogs, and other communication data, whether this is required for our own billing purposes or otherwise, and the resources that you access.



Terms of Use

How We Use Personal Data

The data controller will use your information together with other information for administration (including providing any goods, services, or information you have requested), marketing, customer services.

More details about our service.

One time payment of £399 for the "done-for-you" outsourcing package

It will include the following:

- Lifetime Package
- 24/7 Assistance
- FREE templates to you from Job Description to Non-Disclosure Agreement
- FREE VA replacement
- Multiple VA hires
- Outsourcing package is non-transferable
- It is NON-REFUNDABLE but unlimited VA replacement

Signed by:

Mary Emelyn Cavita

Founder/ CEO

Virtual Assistant Portal PH

+639954492742

virtualassistantportalph@gmail.com