**DATA PROTECTION POLICY**

**VIVID INSTITTUE OF OCCUPATIONAL SAFETY AND HEALTH**

**Version 01.2023**

Vivid Institute of Occupational Safety and Health **complies** with the law associated with data

protection. All information is used fairly, stored safely and not disclosed to any other person unlawfully.

VIVID INSTITUTE in meeting its **objectives** ensures that data is:

* Obtained and processed fairly and lawfully and is not processed unless certain conditions are met.
* Obtained for a specified and lawful purpose and is not processed in any manner incompatible with that purpose.
* Adequate, relevant and not excessive for those purposes.
* Accurate and kept up to date.
* Not kept for longer than is necessary for that purpose.
* Processed in accordance with the data subjects rights.
* Kept safe from unauthorised access, accidental loss or destruction.

VIVID INSTITUTE has suitable **arrangements** in place to meet all of its avowed objectives.

Head of VIOSH



Mr. Muhammad Shahid

Dec 25, 2022.