



DATA SUBJECT

REQUEST

DATA SUBJECT REQUEST FORM

Saudi Industrial Development Fund (SIDF) is committed to protecting the personal data of our customers, employees, and partners. In accordance with the Personal Data Protection Law (PDPL) of Saudi Arabia, we recognize the rights of data subjects and are dedicated to ensuring that their rights are respected and protected. This form outlines the data subject rights that individuals can exercise in relation to their personal data.

SECTION 1: PERSONAL DETAILS

CONTACT DETAIL:

We require the following details to contact you regarding your request.

| | |
|-----------------------|--|
| Full Name | |
| Contact Number | |
| Email Address | |
| City | |

IDENTITY

To protect your personal data, we need to verify your identity. Please attach a copy of a valid government-issued ID.

| | |
|------------------------|--|
| Full Name | |
| ID Number/Iqama | |

REQUEST

Please choose the relevant right(s) which you want to exercise from the list below:

| DATA SUBJECT RIGHTS | | |
|--------------------------|--|---|
| <input type="checkbox"/> | 1. Right to be informed | Data subjects must be informed about how their personal data is being processed both where they have provided this directly to a data controller and where the controller has obtained it from another source, i.e., a third party. |
| <input type="checkbox"/> | 2. Right to access | Data subjects should be informed when their personal data is being collected and they must be able to obtain (request and be given) information about the processing of their personal data. |
| <input type="checkbox"/> | 3. Right to rectification | Data subjects should have the right to rectify and request the erasure of data processed about them to ensure that such data is accurate, complete, and kept up to date. |
| <input type="checkbox"/> | 4. Right to erasure | Data subjects should have the right to remove data processed about them to ensure that such data is accurate, complete, and kept up to date. |
| <input type="checkbox"/> | 5. Right to object | Data subjects should have the right to object to the data being processed. |
| <input type="checkbox"/> | 6. Right to restrict processing | Data subjects should have the right to restrict and stop the processing of their personal data. |
| <input type="checkbox"/> | 7. Right to data portability | Individuals should have the right to obtain all of their personal data from a data controller in a universally machine-readable format or for that data to be ported to another service should they request it. |

SECTION 2: REQUEST DETAILS

Please provide specific details about your request:

DECLARATION

I confirm that the information provided in this form is correct and that I am the Data Subject whose name appears on this form. I understand that Saudi Arabia Personal Data Protection Law (PDPL) requires that I prove my identity and that it may be necessary to contact me for more information to locate the personal data I am requesting.

Signature: _____

Date: _____

Please submit this completed form to:

- Email: dpo@sidf.gov.sa
- Phone: 0118251555
- Address: 3015 King Abdullah Financial District – Al-Aqeeq, Unit Number:2, RIYADH 13519 - 6483

We will respond to your request without undue delay and within one month of receipt.

Verification of Identity

- To ensure the security and confidentiality of your personal data, we may request further verification of your identity before responding to your request.
- You can provide identification documents, such as your national ID or passport, to verify your identity and that of the data subject if you are requesting it on behalf of someone else.

Fees

- We will not charge a fee for exercising your rights unless your request is unfounded or excessive.
- We will inform you of any fees in advance and provide a reasonable estimate of the costs.

We are committed to protecting your personal data and respecting your rights as a data subject.