

Skill Stack Privacy Policy

Effective Date: December 5, 2024

Skill Stack is committed to safeguarding the personal and sensitive information of its users in compliance with the **Data Privacy Act of 2012 (RA 10173)**. This policy outlines how we collect, use, protect, and manage your data to provide a secure and efficient learning experience.

1. Information We Collect

We collect and process information necessary to deliver our services:

- **Personal Information:** Includes name, email address, and account credentials.
 - **Usage Data:** Logs from interactions with tutorials, exercises, and the AI-integrated chatbot.
 - **Technical Information:** Data such as IP address, browser type, and device specifications for system diagnostics.
 - **Code Data:** User-submitted programming code written in the code editor for educational purposes.
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2. How We Use Your Information

Your data will be used to:

- Personalize learning materials and enhance platform functionality.
 - Monitor and improve user experience and performance.
 - Ensure compliance with the platform's academic integrity standards.
 - Fulfill legal and regulatory obligations under the **Data Privacy Act of 2012**.
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3. Data Security

In compliance with RA 10173, Skill Stack implements the following safeguards:

- **Encryption:** All data is encrypted during storage and transmission.
 - **Access Controls:** Only authorized personnel have access to sensitive data.
 - **Regular Audits:** We conduct periodic security checks and vulnerability assessments.
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4. Data Sharing and Disclosure

Skill Stack will not sell or rent your personal data. However, data may be shared:

- **With Third-Party Service Providers:** For analytics or tutorial delivery.
 - **With Authorities:** As required by law, particularly in the event of a data breach, where we will comply with NPC reporting requirements.
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5. Data Breaches

Under the **Data Privacy Act of 2012**, Skill Stack is required to:

1. **Notify the National Privacy Commission (NPC):** Within 72 hours of discovering a data breach likely to cause harm to affected individuals.
2. **Inform Users:** If the breach compromises personal data, users will be notified promptly, including details about the breach and recommended actions.
3. **Remediate Vulnerabilities:** Address the root cause of the breach to prevent recurrence.

Disclaimer of Liability:

By agreeing to the terms and conditions of Skill Stack, users acknowledge that:

- Skill Stack has implemented appropriate security measures to safeguard personal data in compliance with the **Data Privacy Act of 2012**.
- Despite these measures, no system is completely immune to risks of unauthorized access or breaches caused by unforeseen events or malicious activities.
- Users accept that Skill Stack **shall not be held liable for any damages or losses arising from data breaches**, provided the platform has complied with its legal obligations under RA 10173 and has not engaged in gross negligence.

This limitation of liability is aligned with **Section 21** of the Data Privacy Act, which allows data subjects to waive certain rights through explicit agreement to terms and conditions. Users agree that their continued use of Skill Stack constitutes acceptance of this waiver.

6. Retention of Data

Your data is retained only as long as necessary for the purposes outlined in this policy or as required by law. Upon request, your account and data will be deleted unless required for compliance with regulatory obligations.

7. Your Rights Under RA 10173

As a data subject, you have the following rights:

- **Access:** Request a copy of your personal data.
- **Correction:** Request rectification of inaccurate or incomplete data.
- **Erasure:** Request deletion of your data when no longer necessary for processing.
- **Complaint:** File a complaint with the National Privacy Commission if your data rights are violated.

For inquiries or requests, contact us at [Insert Contact Email].

Skill Stack Usage Guidelines

Effective Date: [Insert Date]

Skill Stack is dedicated to creating a safe and effective learning environment. These guidelines ensure proper use of the platform while complying with Philippine laws, including the **Data Privacy Act of 2012 (RA 10173)**.

1. Acceptable Use

- Use Skill Stack for educational purposes, including tutorials, exercises, and interaction with the AI-integrated chatbot.
 - Ensure all personal data shared on the platform complies with the Data Privacy Act.
 - Respect the intellectual property of Skill Stack and its partners.
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2. Prohibited Activities

Users must not:

- Use the platform to distribute malicious, harmful, or illegal content.
 - Exploit the AI-integrated chatbot for dishonest purposes, such as cheating on assignments.
 - Attempt unauthorized access to Skill Stack's systems or compromise its security.
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3. Data Breaches and Incident Reporting

- If you suspect a data breach, report it immediately to Skill Stack's **Data Protection Officer (DPO)** at [Insert Contact Email].
 - Skill Stack will comply with RA 10173 by notifying the NPC and affected users of verified breaches within the prescribed 72-hour period.
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4. User Responsibilities

- Safeguard your account credentials and do not share your login details.
 - Report inappropriate content or platform misuse to [Insert Support Contact].
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5. Violations and Consequences

Violations of these guidelines may result in:

- Suspension or termination of your account.
 - Notification of violations to your educational institution, if applicable.
 - Legal action for severe breaches, particularly those involving violations of RA 10173.
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6. Changes to Policies

Skill Stack may revise these guidelines and policies to adapt to new legal requirements or enhance user security. Changes will be communicated through the platform.

For further questions about the Privacy Policy or Usage Guidelines, contact us at [Insert Contact Email].