
PDPL Compliance Notice



1. Legislative Framework

SVIBCI, operated by Markcon Ltd., is fully committed to compliance with the Saudi Personal Data Protection Law (PDPL) issued under Royal Decree No. M/19 dated 9/2/1443H, and its Implementing Regulations as updated by the Saudi Data and Artificial Intelligence Authority (SDAIA).

This Notice sets out how SVIBCI meets its obligations as a data controller operating within the Kingdom of Saudi Arabia.

2. Data Collection Principles

In accordance with PDPL Article 5, SVIBCI collects personal data based on the following principles:

- **Lawfulness:** Data is collected on a valid legal basis — contractual necessity, legal obligation, or explicit consent
- **Purpose limitation:** Data is collected only for specified, legitimate educational and operational purposes
- **Data minimisation:** Only data necessary for the stated purpose is collected
- **Accuracy:** SVIBCI takes reasonable steps to ensure personal data is accurate and kept up to date
- **Storage limitation:** Data is retained only for the period necessary for its intended purpose
- **Security:** Appropriate technical and organisational measures protect all personal data

3. Categories of Data Processed

- **Identity data:** names, national IDs, Iqama numbers, passport details
- **Contact data:** email addresses, phone numbers, residential addresses
- **Academic data:** enrolment records, assessments, attendance, and certifications
- **Financial data:** payment records and HRDF funding information
- **Technical data:** device identifiers, IP addresses, and platform activity logs

4. Cross-Border Data Transfers

Where operational necessity requires, personal data may be transferred between Saudi Arabia and the United Kingdom (where Markcon Ltd. maintains operational functions). Such transfers are conducted in accordance with PDPL Article 29, ensuring:

- Appropriate contractual safeguards are in place
- The receiving party maintains data protection standards equivalent to the PDPL
- Transfers are limited to the minimum data necessary

5. Your Rights as a Data Subject

Under the PDPL, data subjects have the following rights:

Right of Access	Request a copy of personal data held about you
Right of Correction	Request correction of inaccurate or incomplete data
Right of Deletion	Request deletion where data is no longer required (subject to retention obligations)

Right to Object

Object to processing based on legitimate interests

Right to Withdraw Consent

Withdraw consent for consent-based processing at any time

6. How to Exercise Your Rights

Requests must be submitted in writing to info@svibci.sa. SVIBCI will acknowledge receipt within 5 business days and respond fully within 30 days. Where requests are complex or numerous, the response period may be extended by a further 30 days with notification to the data subject.

7. Complaints

If you believe SVIBCI has not complied with your data rights, you may raise a complaint with the Saudi Data and Artificial Intelligence Authority (SDAIA) through the official channels at www.sdaia.gov.sa.
