



Privacy Policy

Privacy and data protection laws protect the integrity and confidentiality of private personal data. Altera is committed to protecting the privacy rights of our employees, staff, and those with whom we do business.

To meet our commitments, we:

- Process personal data lawfully, fairly and transparently, and only where we have a valid purpose.
- Collect and use only the personal data we need to fulfil our valid purpose.
- Take steps to ensure the personal data we use is accurate and kept up to date.
- Keep personal data only as long as necessary to serve our valid purpose or as required by law.
- Maintain records of the personal data we handle.
- Maintain appropriate technical and organisational security measures for personal data, including more rigorous protections for sensitive personal data.
- Implement appropriate safeguards to protect personal data handled by our third-party service providers.
- Transfer personal data internationally only as permitted by law.
- Integrate privacy considerations into the design of business processes, activities, and systems.
- Respond to individual requests for access, correction, erasure, restriction, and objection to the processing of personal data in accordance with law.
- Require all employees and staff to immediately report concerns about the handling of personal data and potential personal data breaches.
- Promptly respond to potential personal data breaches.