



RISK MANAGEMENT AND COMPLIANCE

MEMORANDUM

For: Digital Innovation and Sales Department

From: Risk Management and Compliance Division
Office of the Data Protection Officer

Subject: Mandatory Display of the National Privacy Commission (NPC) Seal of Registration

Date: July 8, 2025

Please be advised that the National Privacy Commission ("NPC") issued an advisory on November 13, 2023, requiring all Personal Information Controllers ("PICs") and Personal Information Processors ("PIPs") to display their NPC Seal of Registration at their business locations and online platforms. The seal must be prominently displayed at the main entrance and other conspicuous areas to ensure visibility to data subjects. This includes offices, branches, sub-branches, and satellite offices involved in personal data processing. Further, failure to comply with this mandate will result in revocation of the Certificate of Registration, administrative fines, and/or a Cease-and-Desist Order from processing personal data.

In connection to this, the Digital Innovation and Sales Department is instructed to ensure strict compliance with this mandate by displaying COCOLIFE's NPC Seal of Registration at our company website **on or before July 14, 2025**, which is the last day of validity for our old Certificate of Registration.

A copy of the NPC advisory dated November 13, 2023, and COCOLIFE's NPC Certificate of Registration and QR Code, valid until July 8, 2026, are attached for your reference.

For your compliance, information, and guidance.

Thank you.

(ORIG. SGD.)

ATTY. JEANE BENALDA RUTH M. YANEZA

Data Protection Officer