



KOBELCO CONSTRUCTION MACHINERY SOUTHEAST ASIA CO., LTD.

PERSONAL DATA PROTECTION POLICY FOR CUSTOMER OF KOBELCO CONSTRUCTION MACHINERY SOUTHEAST ASIA CO., LTD.

1. Objectives of this policy

KOBELCO CONSTRUCTION MACHINERY SOUTHEAST ASIA CO., LTD. (hereinafter referred to in this Policy as the “Company”) as the Personal Data Controller, committed to the protection of personal data in the conduct of business appropriately and in accordance with "Personal Data Protection Act B.E. 2562" (Personal Data Protection Act hereinafter referred to as PDPA or the Act) therefore establishes this policy (which can also be referred to as privacy policy for customer of the company) in order to manage personal data of customers and to notify customer, who has status of “data subject”, about details related to the collection, use and disclosure of personal data in accordance with rules and conditions stipulated by PDPA as follows:

2. Definition

2.1 “Personal data” means information about an individual which makes it possible to identify that person either directly or indirectly but does not include data relating to juristic person and data of a deceased persons in particular according to PDPA

2.2 “Special category of personal data” or “Sensitive personal data” means data that can identify an individual, either directly or indirectly, and is information as specified in Section 26 of the PDPA including political cult religion or philosophy sexual behavior, criminal records, health information, disability, Labour Union status, genetic data, biological data or any other data which affects the data subject in a similar manner as prescribed by PDPA.

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2.3 Customer means a person or juristic person who has a legal relationship with the Company under a juristic act or contract including but not limited to , a contract of sale , distributorship contract, authorization of distribution agreement, service agreement, or other contracts, in which the customer has the status under such contract or agreement as a buyer, purchaser, distributor, authorized dealer, and also has the status of a data subject of personal data in accordance with this policy and under PDPA. The customer shall also include employees or representatives or authorized representatives or agencies or assigned or designated person of customers.

2.4 Personal data of customer means personal data of customers who are natural person including personal data of persons who are representatives or authorized representative or agents designated by juristic person's customer. This shall include personal data of employees, contractors, agents of customers who are assigned or authorized to carry out contracts or transactions with the Company.

2.5 Processing of personal data means the collection, use and disclosure of personal data

2.6 "Personal Data controller" means a person or juristic person who has decision-making powers to collect, use and disclose of personal data which, according to this policy, is KOBELCO CONSTRUCTION MACHINERY SOUTHEAST ASIA CO., LTD (hereinafter shall be referred to in this policy as "the Company")

3. Scope and basic principles

3.1 Personal data in this policy covers all personal data of customers in the possession or control of the Company, regardless of the format or channel or technology that the data is saved or stored, such as document, printed, electronic or digital data including personal data stored in the computer system or software of the company.

3.2 In processing personal data of customers, the company will use lawful means as well as to do so under limited scope as necessary for the purposes specified in section 4 of this Policy

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4. Purpose of processing personal data of customer.

The company processes personal data of customers for the following purposes;

4.1 The Company shall process personal data of customers for various operations and activities in the process of entering into a sale or purchase agreement, distributorship contract, authorization of distribution agreement, service agreement, or other contracts between the Company and customers whereby the customers make an offer or an invitation to make an offer or request to contact or enter into a contract with the Company either by themselves or by customer's employees, representatives, agencies. The processing of personal data under this purpose includes but not limited to the following sub-purposes or activities;

- For contract negotiation and requesting documents, information for making a decision to enter into a contract, such as sending and receiving proposals for price and product details or samples.

-For carrying out the company's internal process for obtaining approval check, approval, examination the details of contracts to be entered into with the customers as well as the examination of relevant documents among related departments in the company including departments of accounting and finance, production, sales and marketing, etc.,

-For communicating between the company and the customer during contract negotiation and conclusion, including the processing of data for answering questions and providing customer with related information through various channels such as telephone, online chat programs

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4.2 The Company shall process personal data of customers for the performance of sale or purchase agreement, distributorship contract, authorization of distribution agreement, service agreement, or other contracts between the Company and customers. Therefore, this purpose shall include processing of personal data for payment of goods or services, logistic and transportation of goods, preparing and processing of contract related documents. In addition, under this purpose includes but not limited to the following sub-purposes or activities;

This purpose includes but not limited to the following sub-purposes or activities;

- Recording or making registration of customers by creating a profile in the company's system for internal management in accordance with the contract between the company and the customer. The company shall process customer's personal data for the purpose of confirming the balance based on the creditor or debtor status between the customer and the company, and the purpose of managing documents related to financial and accounting operations.

Processing of customer's personal data by different departments within the company for internal operation and management in connection with the contract between the Company and customer such as the authorization of disbursement, data processing among departments such as production, purchasing, accounting, finance, marketing, sale.

- Recording or making registration of customer's personal data in system relating to service, sale-support, including but not limited to meeting system for customers who are distributors, product demonstration system, training system relating to distribution, use and maintenance of goods or products.

-Processing of the customer's personal data in connection to after-sale procedures or operations which includes but not limited to claim process, warranty, exchange or return of product, consultant of product function and usage. This purpose shall include the communication with customer in relation to the contract through various channels such as telephone, online chat programs

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4.3 Processing of customer's personal data to enable the company to perform various obligations imposed by laws including but not limited to transportation laws, tax and custom laws, import and export laws, industrial and factory laws, and to comply with regulation, announcement issued by competent authority under the laws and for the purpose of making report, notification to government agencies or competent authority according to laws and to comply with lawful order of competent official and court order.

4.4 Processing of customer's personal data for the legitimate interests of the Company which includes but not limited to the following sub-purposes or activities;

- Processing of the Customer's personal data in order to carry out administrative and management for production, including calculating costs, production planning, determining technical detail and prices of product, profit and loss analysis, calculating royalties, for example, the processing of customer name appeared in documents relating to such managerial operations.

- Processing of the customer's personal data in order to carry out the company's financial and accounting management processes, for example, using the name of customer contained in contract or commercial documents between the company and customer, using personal data of customer in the disbursement process within the company, internal audit and the preparation of various company reports related to such documents.

- Processing of personal data of customers in connection with transactions or contracts which is stored in the company's computer system for routine management or operation in the company's trade and industry.

- Processing of the customer's personal data appearing in legal documents, contracts or other business documents for use in the company's process of documents in compliance with industrial and managerial standard such as International standard Organization (ISO)

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- Processing of customer's personal data for purposes relating to internal and external audit relating to quality and standard assessment of various processes in the operation of the company such as production standard, managerial standard, environmental standard.

- Processing of customer's personal data for internal and external audit or inspection in connection with financial and accounting, investigating and preventing fraud, misconduct or illegal activities or for preparation of legal proceeding or litigation.

- Processing of customer's personal data in case of entering to the company's area or property for business dealings, visits, coordination, etc., whereby the company processes the customer's personal data for security reason.

- Recording of CCTV images in buildings, premises, and assets of the Company in order to prevent crime and to secure company assets.

-Processing of customer's personal data for electronic and information security purposes, such as for monitoring the company's computer system or network, for electronic mail delivery, including the processing of such data in connection with relevant legal contracts or commercial documents between the company and customer which is stored in the company's computer system for the maintenance of information security

4.5 To prevent and suppress danger to life, body or health of customer or other person, such as processing personal data for emergency contact, for activities relating to the control and prevention of infectious diseases.

4.6 For marketing, public relation, sending news, organizing relationship activities or cooperation projects or coordination between the company and customer, such as catering, receptions, site or factory visit, facilitating processes related to travel or transportation of customer.

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4.7 For the purpose of cooperation between the company and customer in sale promotion activities, for promoting or supporting our customer in selling products (Promotion support) and for public relations activities, discount exchange activities, price reduction activities, cooperation between the company and customer in organizing relationship activities with product users (End-user), such as organizing project interviewing customer about experience of using product, collaborating in organizing or participating in trade or industrial exhibition.

4.8 For the purpose of improving our product or service, including for conducting surveys or research in order to develop our product or service or work processes, for analyzing information to track or support the sale of the company's products or services, for making a questionnaire to survey customer's satisfaction

4.9 For purposes other than notified in section 4.1-4.8, the Company shall notify to data subject on a case-by-case basis.

The company shall not process your personal data which is inconsistent to the purposes for which the data is collected as notified in this policy unless (1) The company has notified the new purpose and obtained your consent prior to or at the time of processing. (2) It is a case prescribed by law.

Regarding the process of personal data for the aforementioned purposes, the company shall proceed according to the conditions or legal grounds set forth in section 5 of this policy.

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5. Legal basis for processing personal data of customers.

5.1 In principle, the company processes personal data of customer on basis of consent by means required by PDPA, except where the law stipulates condition that can be processed without obtaining the consent of data subject, such as the performance of a contract, legal obligation, legitimate interests of the data controller, the protection of life, health or safety of other data subject, the investigating by competent authority or court order.

5.2 The Company shall process personal data of customers in accordance with purposes notified in section 4.1-4.5 without your consent, subject to the conditions and circumstances required by PDPA.

5.3 The Company shall process personal data of customers for the purpose notified in section 4.6-4.8 by obtaining consent in the form attached to this policy.

5.4 The Company shall process personal data of customers for the purpose notified in section 4.9 by obtaining consent on a case-by-case basis

5.5 In case that the Company processes personal data of customer under consent basis according to the form attached to this policy, you have the right to withdraw consent at any time under the conditions of PDPA. However, withdrawing consent shall not affect the collection, use, disclosure of personal data that the company have already processed prior to such withdrawal but this may result in the Company being unable to perform some or all of the objectives as stated in this Policy.

6. Collection of personal data directly from data subject.

6.1 The Company shall not collect personal data from sources other than the data subject except in cases where it can be done as provided by law. In case that the Company collects personal data from a person other than data subject, the Company shall notify the data subject of its collection from other sources and obtain consent except in case provided by law.

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6.2 In case the processing of personal data under purposes notified in section 4.1 and/or 4.2 involved personal data of employee or contractor or agent of the customer or designated or assigned person of customer which were transferred or submitted to the company by the customer, or such data appears in documents relating to transactions under the purposes in section 4.1 and/or 4.2, The customer, as their personal data controller, shall undertake and ensures to process and disclose such personal data with the consent of the data subject, and such consent shall cover the processing of such data for entering into contracts or performing contracts between the customer and the company unless there are other legal grounds to process such personal data without consent. In the case of processing such data based on consent, the customer shall provide documentary evidence that the consent of such person has been obtained and the company may request the customer to present such evidence in order to confirm the compliance with lawful basis of processing personal data.

In addition, If the company as data controller in our part is unable to notify the details under this policy to such person and/or obtain their consent in accordance with the form attached to this policy, the customer agrees to bring this policy to notify to and/or obtain consent the from such person on behalf of the Company. (with the consent form attached to this policy; part 2 consent for processing personal data of employee, agency, representative of customer)

6.3 In case the processing of personal data under purposes notified in section 4.3-4.5 involved personal data of employee or contractor or agent of the customer or designated or assigned person of customer which were transferred or submitted to the company by the customer, or such data appears in documents relating to transactions under such purposes which the company shall process such data without consent according to PDPA, The company may reserve the right to request the customer to present evidence demonstrating lawful basis of the customer in processing personal data of such person. In addition, If the company as data controller in our part is unable to notify the details

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under this policy to such person, the customer agrees to bring this policy to notify to such person on behalf of the Company.

6.4 In case the processing of personal data under purposes notified in section 4.1 and/or 4.2 involved sensitive personal data of employee or contractor or agent of the customer or designated or assigned person of customer which were transferred or submitted to the company by the customer, The customer, as their personal data controller, shall undertake and ensures to process and disclose such personal data with the consent of the data subject, and such consent shall cover the processing of such data for entering into contracts or performing contracts between the customer and the company unless there are other legal grounds to process such personal data without consent.

However, If the company as data controller in our part is unable to notify the details under this policy to such person and/or obtain their consent in accordance with the form attached to this policy, the customer agrees to bring this policy to notify to and/or obtain consent the from such person on behalf of the Company. (with the consent form attached to this policy; part 2 consent for processing personal data of employee, agency, representative of customer)

6.5 In case the processing of personal data under purposes notified in section 4.3-4.5 involved personal data of employee or contractor or agent of the customer or designated or assigned person of customer, If the company as data controller in our part is unable to notify the details under this policy to such person, the customer agrees to bring this policy to notify to such person on behalf of the Company and the customer shall be requested to present such evidence in order to confirm the compliance with lawful basis of processing personal data.

6.6 In case the processing of personal data under purposes notified in section 4.4 involved personal data of employee or contractor or agent of the customer or designated or assigned person of customer, If the company as data controller in our part is unable to notify the details under this policy to such person and/or obtain their consent in accordance with the form attached to this policy, the

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customer agrees to bring this policy to notify to and/or obtain consent the from such person on behalf of the Company. (with the consent form attached to this policy; part 2 consent for processing personal data of employee, agency, representative of customer) and the customer shall be requested to present such evidence to the company in order to confirm the compliance with lawful basis of processing personal data.

7. Personal data of customer processed by the company and the retention period.

7.1 The Company shall process and retain the customer's personal data for the period necessary to achieve the purpose of processing as notified in this policy unless the law requires for a longer retention period. In case the retention period of personal data cannot be clearly specified , the Company shall retain the data for a period of time that could be expected in accordance with the standards of collection.

7.2 The Company shall collect, use and disclose of personal data of customer including its employees, contractors, representatives, assigned or designated person, for the purposes of section 4.1 and/or 4.2 as follows;

- Name, surname, job title, telephone number, electronic mail address, business card
- Information used to verify identity, Identity-card information, passport
- Financial information such as bank account numbers, copy of bank passbook
- Profile of juristic person (Corporate profile) which includes identified data of natural person such as name, image.
- Conversation information on various communication channels in the process of entering into a contract and performing the contract including contact information and electronic communications.

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In case the Company processes customer's personal data in accordance with the purposes notified in section 4.1 and 4.2, such data shall be retained for a period throughout the term of the relevant contracts and also retained after the expiration of the said contract for a period of time specified by law for the exercise of claims, litigation related to the contract.

7.3 The company processes personal data of customers, including those of his or her employee, contractor, representative, designated or assigned person, for the purposes notified in section 4.3 which consists of first name, last name, identification number, phone number, passport, contact information and shall be retained for the period required by law.

7.4 The Company processes personal data of customers, including those of his or her employee, contractor, representative, designated or assigned person, for the purposes notified in section 4.4 as follows:

-In processing personal data for purposes of production process management, quality control, administrative and management within the company, quality control, assurance of standard or systems, internal audit, financial and accounting audits, etc., personal data of customer consists of first name, last name, ID card number, telephone numbers, contact information, financial or transaction information related to the Company which shall be retained for a period of not more than 2 years or according to the period specified by law for the exercise of claims, litigation, related matters.

-In the case of personal data collected by Closed-Circuit Television Video (CCTV), including photographs, video and/or audio, the Company shall retain the following information: (1) Under normal circumstances, customer's personal data is retained for 30 days (2) In cases where it is required as evidence in an investigation or prosecution, or in the case of requested by data subject, personal data may be retained more than 30 days, for the period necessary to pursue the relevant prosecution or litigation.

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-In case of personal data collected electronically for information security purposes, personal data collected includes; Electronic mail address, Information on the use of the company's website and computer system, computer traffic data, data from usage logs, device identifier, computer's IP address, device ID, data connection information, such data shall be retained for the period specified by law, such as the collection required by the Computer Crime Act, including the retention for the period necessary for relevant litigation.

-In case of processing of personal data for purposes in section 4.4 other than those notified above, the personal data collected consists of first name, last name, ID card number, phone number, contact information, which shall be retained for a period not exceeding 1 year or for the period specified by laws for the exercise of claims, litigation, and related matters.

7.5 The Company processes customer's personal data, including those of his or her employees, contractors, representatives, assigned or designated persons for the purposes of section 4.5 which consists of name, surname, ID card number, phone numbers, contact information, photographs, etc. Such data shall be retained for a period not exceeding 1 year or for the period specified by laws for the exercise of claim, litigation, and related matters.

7.6 The Company processes customer's personal data, including those of his or her employee, contractor, representatives, assigned or designated persons, for the purposes notified in section 4.6. or 4.7 or 4.8 , including first name, last name, telephone number, contact information, etc., and in case of a vehicle tracking system under purposes in section 4.8, the collected data includes personal data relating to location associated with such vehicle, which the Company shall retain until the data subject requests to withdraw consent and the Company completely proceed on that request but the company shall continue to retain such personal data to the extent necessary for making record or evidence

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and for responding to future requests of data subjects. In addition, the Company may retain personal data for such purposes for a period of time required by law for the exercise of claim, litigation, and related matters.

7.7 The Company provides an audit system for deletion or destruction of personal data after the expiration of the retention period or which is irrelevant to or unnecessary for the purposes of processing notified by this policy.

8. Disclosure or transfer of personal data of customer to other persons or juristic persons.

8.1 The Company shall disclose or transfer or transmit personal data of customer to other parties or entities for the purposes notified in section 4 without your consent as provided by PDPA. This may include but not limited to the following purposes;

- In carrying out the purposes notified in section 4.1 and/or 4.2, the Company shall be required to disclose or transmit or transfer customer's personal data to a supervisory or regulating government agency such as tax or custom department.

- In carrying out the purposes notified in section 4.1 and/or 4.2, the Company shall be required to disclose or transmit or transfer customer's personal data to financial service provider, electronic transaction provider such as bank, technology or information system provider, cloud storage service, application or software service provider.

-In carrying out the purposes notified in section 4.1 and/or 4.2, the Company shall be required to disclose or transmit or transfer customer's personal data to company's partner, supplier or relevant service providers, such as transport and logistics service providers, freight forwarder, custom broker, insurance company.

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8.2 In case of any actions or transactions related to entering into a contract negotiating before or after the performance of the sales or purchase contract or other contracts between the company and the customer pursuant to the purposes of section 4.1 and/or section 4.2 and the Customer has sent or transferred personal data of employee or contractor or agent of the customer or designated or assigned person of customer which are in customer's possession or control, the company shall disclose such transferred data to competent authorities in connection to such purposes, and shall also process including disclosure of the personal data for purposes notified in section 4.3-4.5 without consent of such data subjects. However, If the company as data controller in our part is unable to notify this policy to such person in accordance with the form attached to this policy, the customer agrees to bring this policy to notify such person on behalf of the Company.

8.3 In case of personal data of an employee or contractor or agent of the customer or designated or assigned person of customer which the customer has sent or transferred to the Company for the purposes of the contract in accordance with purposes notified in section 4.1 and/or 4.2, the Company may disclose or transfer or transmit such information to another person for the performance of contracts between the Company and customer who are their employer or principal which shall be based on legitimate interests of the Company unless it is required by PDPA to process such data based on consent from data subject such as in case of special type or sensitive personal data contained in documents. However, If the company as data controller in our part is unable to notify the details under this policy to such person and/or obtain their consent in accordance with the form attached to this policy, the customer agrees to bring this policy to notify to and/or obtain consent the from such person on behalf of the Company. (with the consent form attached to this policy; part 2 consent for processing personal data of employee, agency, representative of customer)

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8.4 The Company shall disclose or transfer or transmit the customer's personal data to our supplier or third parties based on legitimate interest of the company as notified in section 4.4 without the consent of the customer under the condition of PDPA, including but not limited to the following activities;

-Disclosing or transferring or transmitting customer personal data to internal or external auditor, competent authority and government, for the purpose of quality control, assurance and assessment of industrial related standards assurance.

-Disclosing or transferring or transmitting customer personal data to private auditor or government official in order to proceed with inspection or audition relating to finance, accounting or law and regulation compliance auditing.

-Disclosing or transferring or transmitting customer personal data to organizations and agencies related to investment promotion for the purpose of applying and receiving industrial and commercial benefits of the company

-Disclosing or transferring or transmitting customer personal data to supplier of the company that provide physical and/or electronic security services.

8.5 The Company shall obtain consent of the Customer for the disclosure or transfer or transmission of the Customer's personal data for other purposes which the consent is required by PDPA

8.6 In case the recipient of personal data from the aforementioned disclosure or transmission or transfer has the status of a personal data processor, the company shall proceed with the preparation of data processing contract as required by PDPA.

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8.7 The Company may transmit or transfer or disclose the Customer's personal data to other persons or entities outside the Kingdom of Thailand pursuant to purposes notified in section 4.1 or 4.2 or 4.3, including but not limited to in case of need for performing obligations under the contract to which the customer is the contracting party, or for performing obligations under a contract between the Company and another person or entity for the benefit of the Customer, or for the purpose of fulfilling the Customer's request prior to entering into a contract or to comply with the law, without consent from data subject, in accordance with the conditions set forth in PDPA.

9. Security of personal data

9.1 The Company shall provide appropriate security measures for personal data of our customers to prevent the loss, access, use, alteration, alteration or disclosure of personal data without authorization and shall periodically review such measures or update the measures when technology changes in order to maintain level of appropriate measures, this shall be in accordance with the minimum standards announced by the Committee under PDPA.

9.2 The Company shall provide appropriate security measures in accordance with the standard of the Ministry of Digital Economy and Society Regulations and other related subordinate laws by establishing administrative measure, technical measure, physical measure which cover the following measures:

- (1) Controlling access to personal data, data storage, data processing equipment by taking into account the practical in use and the protection of security.
- (2) Determination of permission or assignment of right to access personal data.
- (3) User access management to control access to personal data for authorized persons.
- (4) Determination of user responsibilities to prevent unauthorized access, disclosure, theft of personal data, theft of storage or processing devices.

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(5) Providing a means to check a traceability of access, change, deletion or transfer of personal data in consistent with the methods and mediums used for collecting, using or disclosing personal data.

The detail of security measures of personal data shall also be in accordance with conditions set out in relevant policies and/or regulations such as the "IT Policy".

9.3 Employee, personal data processor or other persons assigned by the Company shall manage personal data of customers carefully within the scope of its intended use and in accordance with the security standards applicable to this Policy. The company has also arranged an agreement or contract with such person to instruct and determine the duty to maintain the security of personal data.

9.4 In processing personal data of customers in accordance with the purposes notified in section 4, the Company may have other entities acting as data processor to collect, use and disclose personal data on behalf of or on the Company's order, such processors shall be obliged to provide appropriate security measures, which shall include the measures in section 9.2, in accordance with details and instructions specified by the Company in Personal Data Processing Agreement.

10 Rights of data subject

The customer under the definition of this policy shall be entitled to data subject's rights as stipulated by PDPA as follows:

10.1 Data subject has the right to know about his or her personal data by making a request to the company in accordance with the condition, criteria, method and a form provided by the company. Upon receiving such request, the company shall promptly notify the existence of or detail of such personal data to data subject within a reasonable period of time and in accordance with the condition prescribed by PDPA.

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10.2 If the data subject is of an opinion that any personal data relating to him or her is not correct, data subject has the right to notify the company to correct, change or update the data. In this case, the company shall prepare a record demonstrating details of request, response, or objection of request relating to the storage, correctness or any action relating to personal data as evidence.

10.3 Data subject has the right to check the existence and characteristics of his or her personal data, purpose of processing and the place of business of the company. In addition, data subject shall be entitled to several rights as follows;

- 1) Requesting a copy or certified copy of the data subject's personal data.
- 2) Requesting the company to correct, change or update his or her personal data.
- 3) Requesting an objection or request to suspend the use or disclose his or her personal data.
- 4) Requesting the company to delete or destroy his or her personal data.
- 5) Requesting to disclose the acquisition of personal data in the case where such data were processed without consent.

In the event that the Company collects, uses and discloses personal data for the purpose of performing contract with data subject or for legitimate interests of the Company or for the performance of legal duties of the Company, the company shall be entitled to object or refuse the aforementioned rights of data subject 3) and 4)

10.4 The Company shall be entitled to object or refuse the aforementioned rights of customer as data subject under the condition of PDPA or the exercise of such rights are contrary to or inconsistent with the provisions of the law or affecting the rights and liberties of other people or in the case of personal data of the data subject has been made anonymous or can no longer identify the data subject.

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10.5 In case where the Company process personal data of customer on the basis of consent, such as section 4.6, 4.7, 4.8, the data subject has the right to withdraw his or her consent. However, such withdrawal may affect benefits of data subject that the Company has provided in addition to the employment contract. In addition, the withdrawal may affect the benefits from contract or relevant agreements as well as an opportunity for further contract or other legal act, depending on the nature of the contract on a case-by-case basis.

11 Review of policies, sub-policies, regulations and guidelines.

The Company may establish guidelines for the protection of personal data of customers, specifying the details of the personal data protection policy as well as may prescribe additional rules and practices to be in compliance with the PDPA announcement and or as amended in the future and other relevant laws.

The Company may consider revising this Policy in order to comply with the Personal Data Protection Act B.E. 2562 as well as the regulation, commissioner rules or subordinate laws relating to PDPA. Therefore, customer as a data subject shall be requested to follow up on the updated version of this policy which the company shall announce and notify in the future.

12. Processing of Special category of personal data or “Sensitive personal data”

12.1 In principle, the company shall not process “Special category of personal data” or “Sensitive personal data” of customer such as political cult religion or philosophy sexual behavior, criminal records, health information, disability, Labour Union status, genetic data, biological data or any other data defined by PDPA without consent of data subject evidence in the form attached to this policy except where the law provided.

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12.2 The Company shall process sensitive personal data of customer which is part of or contained in identity card such as religion or blood types, for the purposes notified in section 4.1 and/or 4.2, for the process of negotiation, contract negotiation or performance of contract based on express consent of data subject in the form attached to this policy.

12.3 The Company shall process sensitive personal data of customer which is part of or contained in identity card such as religion or blood types, for the purposes notified in section 4.4 in case of security measures for entering in and out of the company, life or safety measures, with express consent of data subject in the form attached to this policy.

12.4 The Company shall process sensitive personal data of customer which is part of or contained in identity card such as religion or blood types, for the purposes notified in section 4.3, in case the company has legal obligation to process without consent of data subject as provided by PDPA

12.5 In case the company collects, uses, discloses sensitive personal data of employee, agent, representatives, designated or assigned person of customers, the company has notified the details in section 6.4-6.6 and 8.3

13. Channel to contact Personal Data Controller

Customer as a data subject could contact the company for the purpose of exercising data subject's right and for other purposes relating to PDPA at Corporate Planning Section / Tel. +66 (0) 3895 0040-4 ext. 404

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14. Acknowledgment of the Policy

I have read and fully understood this Policy that the company has notified therefore signed for acknowledgment.

Signed _____
(_____)

Date.....

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