

MCT/MSI's Purposes for Personal Data

Mitsui & Co., (Thailand) Ltd. and Mitsiam International, Limited ("MCT/MSI") set forth purposes for collection, use and disclosure of personal data as below in accordance with Section 21 of Personal Data Protection Act (2019) as amended ("PDPA").

1. For personal data of directors, officers, employees, temporary workers, trainees and contractors working for or on behalf of MCT/MSI,
 - 1) Personnel-related matters set out in Employment & Work Regulations and employment agreements (including recruitment, external assignment etc.),
 - 2) Personnel transfers, organizational structure, personnel evaluations,
 - 3) Salary, bonus and other benefit and payments, provident fund, tax, visa, work permit
 - 4) Human resource policy and development, employee training,
 - 5) Announcement to outside concerning personnel allocations,
 - 6) Medical examination,
 - 7) Security-related matters including access to office premises, buildings and systems,
 - 8) Telephone directories, global address books,
 - 9) Emergency contact,
 - 10) Discussion, negotiations and business communication with business customers and counterparts,
 - 11) Contracts with business customers and counterparts,
 - 12) Business minutes and reports,
 - 13) Dealing with government authorities,
 - 14) Any other purpose DPO may determine.
2. For personal data of other persons than above 1.,
 - 1) Conducting MCT/MSI's business objectives stipulated in Memorandum of Association,
 - 2) Managing customer, supplier, advisor and any other business counterpart information,
 - 3) Complying with any applicable rules, laws, regulations, codes of practice or guidelines issued by any legal or regulatory bodies, which are binding on MCT/MSI and/or you (including but not limited to responding to, disclosing to regulatory bodies, share registrar and conducting audit checks, due diligence and investigations),
 - 4) Administering our relationship with you, including without limitation, the maintenance of shareholder register,
 - 5) Managing publication of shareholder statistics and data on annual reports and circulars;
 - 6) Handling of dividend or any other payments,
 - 7) Facilitating communications with you, including responding to your queries and requests, and sending notices of general meetings, annual reports and shareholder circulars to you,
 - 8) Facilitating corporate actions (including but not limited to capital reduction, rights or bonus issue and repurchase and cancellation of shares),
 - 9) Facilitating shareholder analysis,
 - 10) Registering shareholders at general meetings and shareholders' events organized by MCT/MSI (including but not limited to verification of your identity and/or your proxy and grant of system access for e-polling system (if any)),
 - 11) Taking photographs and/or video recordings of you at general meetings or events organized by MCT/MSI, for publication in MCT/MSI'S annual reports, or posting on MCT/MSI website, or any other medium MCT/MSI deems appropriate,
 - 12) Legal and investor relations purposes (including but not limited to rendering or procuring legal and regulatory advisory),
 - 13) Any other purposes reasonably related to any of the above.

3. Personal data to be processed

The categories of personal data MCT/MSI collects are set forth below:

1) Individual details, as well as religious belief, criminal record, and health data pertaining to the data subject (collectively, “**Sensitive Data**”).

2) Name, title, home address, age, contact details, identifying number, location data, electronic mail address (personal use/business use), phone number (personal use/business use), employer online identifier (IP address, cookie identifier), bank account information, phone records of calls, video surveillance, performance evaluation records, employment information (e.g., CV, certificates, marriage status, birthday, recommendations, language, nationality, visa status), family information, career history, housing information, and other information necessary for the operation of MCT/MSI other than items listed in 1) above. (collectively, “**General Personal Data**”)

MCT/MSI obtains your personal data directly from you and MCT/MSI obtains your personal data from contractors working for or on behalf of MCT/MSI.

4. Legal basis for processing your personal data

The personal data that MCT/MSI collects from you helps MCT/MSI manage relationship with you according to the purposes mentioned under paragraphs 1. and 2 above.

If you wish to withdraw your consent, please submit an application to MCT/MSI’s Data Protection Officer. Withdrawal of your consent shall not affect the lawfulness of processing based on consent before your withdrawal. Nonetheless, please note that there may be legal consequences which may arise from the withdrawal of your consent.

We shall inform you of any such consequences, depending on the scope of the withdrawal of consent you request. Notwithstanding, MCT/MSI will keep your personal data to the extent that;

- 1) it is necessary for the performance of MCT/MSI under certain contract for the purposes mentioned under paragraphs 1. and 2. above,
- 2) it is necessary for legitimate interests,
- 3) it is necessary for compliance with any applicable laws and regulations including Thai labor laws.

5. Data Breach

If MCT/MSI discovers that there has been a breach of your personal data that poses a risk to the rights and freedom of a data subject, MCT/MSI will report it to the Office of Personal Data Protection Commission without undue delay, but no later than 72 hours of discovery.

If the breach is likely to result in a high risk to the rights and freedom of a person, MCT/MSI will notify you that there has been a breach and provide you with information about personal data breach and the guideline of remedy without undue delay.

6. The Period of retention of personal data

MCT/MSI retains your personal data in accordance with the following details:

- 1) MCT/MSI retains your personal data in the form of soft copy stored in server, system and cloud storage of MCT/MSI, and in the form of hard copy kept at MCT/MSI’s office.
- 2) MCT/MSI retains your personal data for as long as it needs the personal data to fulfil the purposes for which it was collected, or it is necessary where MCT/MSI has an ongoing legitimate business need to do so.
- 3) After the period of retention of the personal data is over, MCT/MSI shall promptly delete your personal data and documents, as well as electronic records retaining the personal data, or shall make it become unidentifiable by completely removing such personal data from the server, system and cloud storage of MCT/MSI, shredding all documents, and in the case of disposing of hard drives, having any IT vendor to properly destroy such hard

drives or make it unreadable.

7. Transfer of Personal Data to Countries Outside of Thailand

Personal data may be transferred to an entity located outside Thailand, including MCT/MSI's group company located in foreign countries, for the purposes as described above, which may have different data protection standards than those prescribed by the data protection authority in Thailand.

Nonetheless, we will protect your personal data by implementing adequate personal data protection measures for the transfer of your personal data outside Thailand. We will also ensure that any entity to whom your personal data will be disclosed will implement adequate personal data protection measures, and where your personal data will be transferred within our affiliates, we will use the relevant data transfer mechanisms in accordance with the requirements of the PDPA.

8. Data subject privacy rights

The data subject shall be entitled to a number of rights in relation to its personal data, including,

- 1) The right to withdraw your consent where your personal data is processed on a consent basis,
- 2) The right to access to and obtain a copy of your personal data,
- 3) The right to data portability which allows you to receive information in relation to the personal data, measures to collect the personal data, information of the recipients or categories of recipients to which the personal data will be disclosed, including reasons and the period of retention of your personal data,
- 4) The right to object the processing of personal data,
- 5) The right to erase, destroy, and anonymize your personal data after the period of retention of the personal data;
- 6) The right to restrict the processing of your personal data,
- 7) The right to rectification so as to ensure correct, up-to-date, complete and not misleading personal data,
- 8) The right to lodge a complaint to the authority in the case where MCT/MSI violates the provisions of the PDPA.