



Privacy Notice for Visitor or Applicants for access to Company

TCM Corporation Public Company Limited (hereinafter referred to as "We") gives precedence to the protection of personal data of Visitor or Applicants for access to Company (collectively referred to as "You"). To assure you that we will protect and treat your personal data in accordance with the personal data protection laws, we have defined this notice to inform all concerned parties of the details of the implementation on personal data in terms of collection, use, and disclosure (collectively referred to as "Processing") that may occur as well as informing you of your rights in your personal data and ways to contact us

1. Collected Personal Data

- 1.1 In case you are a visitor or enter in the area of our responsibility, your personal data that we collect, use, or disclose includes, but not limited to, the following types of your personal data:
 - (1) Personal information, such as name-surname, title, gender, age, educational background, photograph, information on the identity card, or other similar evidence, including screening information according to epidemic prevention measures.
 - (2) Contact information, such as address, telephone number, mobile number, email.
 - (3) Other personal information, such as driver's license number, license number, vehicle registration number, details of vehicle load, details of car owner, contractor's details, information from CCTV recording.
- 1.2 In case you are involved in activities or social projects or other activities which we organize or participate in or other types of persons that are not mentioned in this policy, we may collect, use or disclose, including, but not limited to, the following types of your personal data:
 - (1) Personal information, such as name-surname, title, gender, information on ID card or other similar evidence, occupation, position, name of organization or affiliation, including screening information according to our epidemic prevention measures.
 - (2) Sensitive information including religion, ethnicity, health information, and disability-related details, which we have your consent or are required as permitted by law.
 - (3) Contact information, such as address, telephone number, mobile number, email.
 - (4) Financial information, such as bank account numbers, details of granting-receiving scholarships, employment compensation details.
 - (5) Other personal information, for instance, details of a person caring for disabilities, CCTV recording, still image and video recording for organized activities, conversation recording from various meetings.

2. Sources of Personal Data

We may collect your personal data from you directly providing your personal data to us, such as registration, contacting in and out of the premise, exchange of cards for in and out of the place or building, participation in activities, contacting for service, support, or assistance. We may also receive your personal data through foundations or associations or non-profit organizations, educational institutions, or government agencies needing support or from other people who introduce you to us, etc.

3. Objectives of Collection, Use, and Disclosure of Personal Data

- 3.1 For the necessity of the performance of the contract or act upon your request before entering into a contract to carry out activities, such as contacting for trade or receiving or providing services, organizing training for making cards for in and out of our area, making parking permit card, tracking and monitoring of contractors' working time.
- 3.2 For the need to comply with the law or to achieve the objectives required by law are as follows:



Privacy Notice for Visitor or Applicants for access to Company

- (1) To achieve objectives related to preventive medicine or occupational medicine, workability assessment, or to achieve objectives of disease diagnosis, provision of health or social services, medical treatment, health management, and social work services.
 - (2) For welfare related to medical treatment of persons entitled under the law or social protection.
 - (3) To disclose and report your personal data to the agencies required by law.
- 3.3 For the purposes of the legitimate interests pursued by us or by a third party are as follows:
- (1) To implement our internal processes before entering the building, workplace, or specific areas, such as applying for a work permit, work permit in risky areas, or requesting for issuance of a contractor's identity card.
 - (2) To maintain security within the building or place from recording images with a CCTV system and exchanging a card to enter and exit the place or building, and to prevent danger or emergency within the area to disclose and report your personal data to the authorities required by law.
 - (3) For the examination of the shareholders or from the relevant authorities, investigations regarding the establishment of legal claims or proving or using it as evidence in legal proceedings.
 - (4) To show photos of activities or activity atmosphere or projects that we carried out or supported.
- 3.4 To prevent and suppress danger to life, body, or health of you or others, such as emergency contact, communicable disease control and prevention.
- 3.5 For the performance of our duties for the public interest or for the performance for exercising state powers granted to us.

In case that the personal data collected by us for the aforementioned purposes is the data necessary for the performance of agreements or the compliance with relevant applicable laws, if you refuse to provide such necessary personal data, We may not be able to consider entering into transaction or perform administration in accordance with the agreement with you (as the case may be).

4. Disclosure of Your Personal Data

We will not disclose your personal data to third parties unless with your consent or necessity to disclose or report your personal data by law to regulatory authorities, government agencies, and other agencies as required by relevant laws.

In addition, we may need to disclose your personal data to relevant third parties for the purposes outlined above to carry out community service activities or projects, audit, legal advice, investigations, assessments and litigation, and any other necessary actions.

5. Duration of Retention of Personal Data

- 5.1 We will keep your personal data for the period necessary to fulfill the purposes for each type of personal data, unless the law allows for a longer retention period. In case the retention period of personal data cannot be clearly stated, we will retain the data for a period that may be expected in accordance with the collection standard (for example, the general legal age of up to 10 years).
- 5.2 In the case of CCTV cameras, we will collect information
 - Under normal circumstances, your personal data may be stored for up to 30 days.
 - In the case of necessity, such as, where evidence is needed in an investigation or prosecution or the personal data owner requests, personal data may be retained for more than 30 days and the Company will securely delete such data upon completion of that purpose.
- 5.3 In the event that we use your personal data with your consent, we will process such personal data until you notify us of your request for withdrawal of your consent and we have completed your



Privacy Notice for Visitor or Applicants for access to Company

request. However, we will continue retaining your personal data to the extent necessary with a record of your withdrawal of consent so that we can respond to your requests in the future.

6. Security Measures for Personal Data

- 6.1 The security of your personal data is important to us and we have implemented appropriate technical and administrative security standards to protect personal data from loss, unauthorized access, use, or disclosure, abuse, modification, alteration, and destruction using technology and security procedures, such as encryption and access restrictions to ensure that only authorized persons have access to your personal data and they are trained on the importance of personal data protection.
- 6.2 We have provided appropriate security measures to prevent the loss, access, use, alteration, correction, disclosure of personal data from persons who do not have rights or duties in connection with that personal data. Such measures will be reviewed when it is necessary or technology changes to ensure appropriate security performance.

7. Rights Relating to Your Personal Data

You have the rights under the Personal Data Protection Law as follows:

- Withdraw the consent you have given us to process your personal data. Such withdrawal of consent shall not affect the Processing of personal data legally conducted according to your prior consent.
- Request to view and copy your personal data or disclose the source of your personal data.
- Send or transfer personal data in the electronic form as required by the Personal Data Protection Law to other personal data controllers.
- Object to the collection, use, or disclosure of personal data about you.
- Delete or destroy or make your personal data anonymous.
- Suspend the use of your personal data.
- Alter your personal data to be correct, current, complete and without causing misunderstandings.
- Complain to the Personal Data Protection Committee if we or our personal data processors, including our employees or contractors or personal data processors violate or fail to comply with the Personal Data Protection Law.

We will consider and notify you of the result of your exercise request without delay within 30 days from the date we receive the request, and the rights as abovementioned will be in accordance with the Personal Data Protection Law.

8. Amendments to this Announcement

We may revise this Privacy Notice from time to time. When such changes are made, we will notify you via our website and/or email. If your consent is required, we will also proceed to ask for your consent.



Privacy Notice for Visitor or Applicants for access to Company

9. Information about the Data Controller

9.1 Personal Data Controller: TCM Corporation Public Company Limited

9.2 If you have questions about the personal data protection

Office: 2054 New-Petchburi Road, Bangkapi Subdistrict,
Huaykwang District, Bangkok 10310

Telephone: 02-3183960 or

Email: info@tcm-corporation.com

Announced on June 1, 2022.

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(Miss Piyaporn Phanachet)

Chief Executive Officer