



T.S.K. FORGING CO.,LTD.

PRIVACY NOTICE

(For Customers)

T. S. K. FORGING CO., LTD.

To comply with the Personal Data Protection Act B.E. 2562 and other related laws including any amended laws in the future, (“Personal Data Protection Act”), T. S. K. Forging Company Limited (“Company”) prepared this Privacy Notice (“Notice”) to describe in detail the collection, use and disclosure of personal data. This notice is intended for the Company’s customers and those related to the Company’s customers, including company directors, shareholders, employees, agents or any other persons acting on behalf of the Company’s customers.

Definitions

“Personal data”	refers to data relating to a natural person which makes it possible to identify that person directly or indirectly but not including data of the deceased in particular.
“Sensitive personal data”	refers to personal data about race, ethnicity, political opinions, religious or philosophical beliefs, data concerning a natural person’s sex life or sexual orientation, criminal record, health data, disability, trade union data, genetic data, biological data or any other data which may cause discrimination against the personal data subject or may similarly affect the personal data subject as prescribed by the Personal Data Protection Act.
“Legal basis”	refers to a valid legal basis for processing personal data under the Personal Data Protection Act.
“Customers”	refers to individuals who purchase or may purchase products and/or use the Company’s services or any other persons with similar characteristics, such as those who contact the Company to obtain data or services.
“Persons related to the customers”	refers to natural persons involved in or representing the customers such as administrators, shareholders, employees, agents or any other natural persons acting on behalf of the Company’s customers.



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Types of personal data the Company collects

The Company will collect your personal data as specified in this Notice, in whole or in part, as necessary for the Company to carry out various purposes stated in this Notice.

Personally identifiable data	includes title, name, surname, age, gender, date of birth, nationality, photo, ID card number, passport number, etc.
Contact data	includes address, personal phone number, personal email address, and contact information, etc.
<u>Employment data</u>	includes job title, department, place of work, the work email address that specifies your name, etc.
<u>Data in the attachment</u>	includes business card, copy of ID card, copy of passport, copy of tax identification card, purchase order, quotation, certificate, VAT registration certificate and other documents, etc.
<u>Other data</u>	such as recording of still and moving images via closed-circuit television (CCTV) cameras, entering date and time into the Company, data showing opinions toward or interest in products or services, etc.
<u>Sensitive personal data</u>	includes religion, which appears on the copy of the ID card, health data, such as body temperature, etc.

Sources of personal data

The Company will collect your personal data from the following direct and indirect sources:

Directly from yourself	Through one of the following channels: <ul style="list-style-type: none">● through verbal communication such as face-to-face talks or by phone, etc.● through documents such as business cards, contract documents, agreement documents, company certificates, quotations, purchase orders, forms or other documents, etc.● through other contact channels such as e-mail, fax, online networks, etc.
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From other sources or third parties	<ul style="list-style-type: none"> ● From other sources or third parties such as juristic persons or natural persons who are your employers, sellers, service providers, or vendors of the Company, business information websites or search engines for business contacts, banks, government agencies, etc. ● From entering into the contract with the Company or document delivery, etc.
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Purposes of collecting personal data

The Company will only collect your personal data for use and/or disclosure under the purposes and by virtue of the legal basis as stated in this Notice. Should the Company need to collect additional personal data or use personal data for purposes other than those stated in this Notice, the Company will notify you of the collection of your personal data and/or notify you of the purpose for collecting your data. The Company will also ask for your consent for the collection, use and disclosure of the new personal data in the event that the Company needs to obtain your consent as required by law under the Personal Data Protection Act.

Purposes of collecting personal data	Legal basis
1. Communicating and operating to negotiate before entering into a contract with you, a person or juristic person you act on behalf of or as an employee, such as scheduling meetings, making quotations, negotiation for entering into a contract, and agreement on the scope of the contract	General personal data <ul style="list-style-type: none"> - To fulfill the contract or enter into a contract (in the event that you are a direct contractor) - For the legitimate interests of the Company and its customers (in the event that you act on behalf of the customers).
2. Entering into and fulfilling the contract such as work-related communication, execution of purchasing order of products/services, service provision as per the contract, product delivery, follow-up on the results of the service, etc. This includes disclosing your data to relevant third parties such as freight	General personal data <ul style="list-style-type: none"> - To fulfill the contract (in the event that you are the direct contract party) - For the legitimate interests of the Company and its customers (in the event that you act on behalf of the customers)



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Purposes of collecting personal data	Legal basis
<p>forwarders, contractors, service providers or external consultants in order to perform contractual services, or solve problems of products and services including the problems related to the production process.</p> <p>However, the purpose of data collection and disclosure will depend on the type of products and services customers receive from the Company. Entering into and fulfilling the contract in this section shall include liaising with you on other matters relating to the contract, such as requesting changes in terms and other details in the contract, renewal of the contract.</p>	<p>Sensitive personal data</p> <ul style="list-style-type: none">- With consent
<p>3. Performing actions related to customer services, such as taking complaints, evaluating, asking for opinions about products to improve the service inspection of the Company, etc.</p>	<p>General personal data</p> <ul style="list-style-type: none">- For the legitimate interests of the Company
<p>4. Collecting products or service charges, issuing a receipt, taking any actions to follow up on debt collection, in the event that the Company's customers fail to pay for products or service charge</p>	<p>General personal data</p> <ul style="list-style-type: none">- To fulfill the contract (in the event that you are the direct contract party)- For the legitimate interests of the Company and its customers (in the event that you act on behalf of the customers) <p>Sensitive personal data</p>



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Purposes of collecting personal data	Legal basis
	<ul style="list-style-type: none">- With consent
5. Managing the organization and business operations of the Company such as system and database management, application for business licenses with the government agencies, auditing, internal audits, advice seeking from business consultants, disclosure of your data to financial institutions to apply for loans, mergers, acquisitions and organizational restructuring	General personal data <ul style="list-style-type: none">- For the legitimate interests of the Company- To comply with the laws applicable to the Company
6. Complying with the laws applicable to the Company, such as issuing tax invoices, storing and disclosing accounting data to auditors and government agencies according to the laws and orders of the authority	General personal data <ul style="list-style-type: none">- For the legitimate interests of the Company- To comply with the laws applicable to the Company
7. Continuing to keep your communication data in the Company's database for future business dealings, including disclosing your data to affiliated companies in order to contact and establish relationships to create business opportunities in the future	General personal data <ul style="list-style-type: none">- For the legitimate interests of the Company
8. Maintaining security within the Company's premises, such as surveillance within the Company via closed-circuit television cameras, etc.	General personal data <ul style="list-style-type: none">- For the legitimate interests of the Company



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Purposes of collecting personal data	Legal basis
<p>9. Checking facts and records of your health data such as collecting data on your body temperature, etc. to be used as a means to prevent germs or infectious diseases from spreading, including in the event of an emergency to the life, body or health of persons entering into the Company. This also includes disclosing the data to external organizations such as the Department of Disease Control, Medical institutions and other relevant government agencies</p>	<p>General personal data</p> <ul style="list-style-type: none">- For the legitimate interests of the Company- To comply with the laws applicable to the Company- To prevent or suppress any harm to the life, body and health of a person <p>Sensitive personal data</p> <ul style="list-style-type: none">- To prevent or avoid any harm to your life, body and health in the event that you are unable to give consent for whatever reason- For the enforcement of the law (e.g. public interest laws relating to public health)- With consent (in the absence of law requiring the Company to collect sensitive personal data without consent)
<p>10. Protecting the Company's lawful rights or disputing allegations against the Company such as legal proceedings, case initiation, litigation, and out-of-court dispute resolution and other actions to protect the legitimate rights of the Company, or disputing allegations against the Company as permitted by law</p>	<p>General personal data</p> <ul style="list-style-type: none">- For the legitimate interests of the Company <p>Sensitive personal data</p> <ul style="list-style-type: none">- For the establishment of legal claims, compliance with or exercise of legal claims or raising the defense of legal claims

Consequences of not providing personal data

The Company collects your personal data for the purposes of communication to enter into a contract or taking any actions to fulfill the contract with you, the person or juristic person you act on behalf of or as an employee,



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including complying with the terms prescribed by law. In the event that you do not provide personal data to the Company, you, the person or juristic person you act on behalf of or as an employee may not be able to communicate with the Company for the purposes of contract making or contract fulfillment. In some cases, it may result in the Company being unable to enter into or fulfill any contract with you, the person or juristic person you act on behalf of or as an employee. It may also expose you, the person or juristic person you are acting on behalf of or as an employee in a position of being unable to comply with the applicable law in certain circumstances.

Disclosure of personal data and the transmission or transfer of personal data both domestically and internationally

To achieve the purposes of collecting personal data set forth in this Notice, the Company may, under certain circumstances, be required to disclose your personal data to any person or organization, including but not limited to the following persons or organizations:

- Service providers and agents employed by the Company, such as auditors, legal advisors, business consultants or consultants with expertise outside the Company, carriers, subcontractors, etc.
- Other affiliated companies, business partners, and external service providers and agents employed by such companies
- Government agencies such as the Revenue Department, Office of the Board of Investment, etc.
- Commercial banks, Bank of Thailand
- Police officers, courts, arbitrators, attorneys, any persons or government agencies involved in judicial proceedings and dispute resolution
- Persons involved in mergers, acquisitions and organizational restructuring

In some cases, the Company may be required to transmit or transfer your personal data to affiliated companies overseas for the reasons stated above. The Company will ensure that the country where your data will be transmitted or transferred to has adequate personal data protection measures in accordance with the applicable laws at that time. If the Company is required to transmit or transfer personal data to a country whose personal protection standards are not legally supported or in the case where there is no law to certify such standards, the Company will comply with the terms stipulated by law in order for such transmission or transfer to be valid. This may include obtaining your consent if necessary or providing appropriate measures to enable you to continue to exercise your rights as well as providing effective legal remedy measures as specified by law.



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Retention period of personal data

The Company will keep your personal data for a period not exceeding 10 years from the date the legal relationship between you or the person you act on your behalf of the Company has ended. In the event that the Company collects your personal data but does not enter into a legal relationship with you or the person you act on behalf of, the Company will keep your personal data for a period of time throughout the Company's business operations.

However, all or part of the personal data may be retained beyond the period specified above to comply with applicable law and to protect the lawful rights of the Company or to dispute allegations against the Company. In such cases, the personal data will be retained for the period necessary to carry out such purposes and/or within the period specified by law.

Your rights to proceed with personal data

You have the following legal rights regarding the processing of your personal data

- 1. Right to withdraw consent:** You have the right to withdraw your consent of the collection, use or disclosure of personal data, in whole or in part, for the duration of the Company's retention of that personal data. The withdrawal of consent shall not affect the lawfulness of data processing prior to the withdrawal of consent.
- 2. Right to access the data subject:** You have the right to request access to and obtain a copy of your personal data including personal data that the Company acquired without your consent.
- 3. Right to data portability:** You have the right to request that the Company transmits or transfers your personal data to another person or yourself under the terms of law.
- 4. Right to object to the collection, use or disclosure of personal data:** You have the right to object to the collection, use or disclosure of the personal data under the terms of the law.
- 5. Right to erasure:** You have the right to request that the Company delete, destroy or turn personal data into non-personally identifiable data under the terms of the law.



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6. **Right to suspend the use of personal data:** You have the right to ask the Company to suspend the use of personal data in accordance with the terms of the law.
7. **Right to rectification:** You have the right to request that the Company correct inaccurate or incomplete data.
8. **Right to lodge a complaint:** You have the right to lodge a complaint with the Personal Data Protection Committee in the event that the Company, its employees or contractors violate or fail to comply with the Personal Data Protection Act.

When forwarding a request to exercise your rights, notify the Company through a written notice to the contact information provided below. In the event that the Company is unable to proceed with your request, the Company will give a detailed explanation of why it cannot carry out your request.

Changes to the privacy notice

The Company reserves the right to amend this Privacy Notice as it deems appropriate. This Notice was last revised on June 1, 2022.

Company information and contact channels

Personal Data Controller: T. S. K. Forging Company Limited
Address: 700/61 Moo 6, Tambol Bankao, Amphur Phanthong, Chonburi 20160
Telephone: 038-214238-9, Email: hr@tskgroup.net

The Company has assigned the Human Resources Department of the Company to be responsible for and coordinate the personal data protection of the Company. In the event that the data subject has any questions or wants to exercise his or her rights as specified by law, he or she can contact the Company through the channels listed above or contact directly at:

Human Resources Department, T. S. K. Forging Company Limited
Address: 700/61 Moo 6, Tambol Bankao, Amphur Phanthong, Chonburi 20160
Telephone: 038-214238-9 extension 113-4,
Administrative and Personnel Department, Email: hr@tskgroup.net