

Privacy Notice for Reception

This Privacy Notice (hereinafter referred to as “Privacy Notice”) is explained about the collection, use, or disclosure of personal data by **Puratos (Thailand) Company Limited** (hereinafter referred to as “company” or “we”, “us” or “our”) for any visitors who contact us at the reception.

1. The Collection of Personal Data

We may directly collect your personal data from you as follows:

1.1 Personally identifiable information that appears on the identification card i.e., name-surname, gender, nationality, religion, date of birth, identification card. passport driving license or similar identification documents and signatures, etc.

1.2 Information about purchases and use of services i.e., shipping information. customer service information and contact information in this case, etc.

1.3 Other information i.e., information from CCTV and video and audio-visual data recorded in our area.

In addition, in the event that you provide us with identification documents such as a copy of your identification card. or other official documents Sensitive data may appear such as race, blood group, religion, you can conceal sensitive information before submitting documents to the company. If you do not conceal such sensitive information, The company reserves the rights to conceal sensitive information on documents received. It does not constitute the collection of your sensitive information.

2. Purposes and Lawful Basis for Processing

We will collect, use, and disclose your personal data on the ground of following purposes:

We collect, use and disclose your personal information for the following purposes:

2.1 Contractual Basis

- o To comply with contractual obligations with you under any contract that we have with you or to take necessary steps before entering into such contracts.
- o To identify and respond to your requests.

2.2 Legitimate Interest Basis

- o To manage and prevent loss of our property and premises.
- o In the public interest to protect other customers in our premises.
- o To ensure compliance with the terms and conditions of the food safety standard system.
- o To detect and prevent misconduct within our premises.

2.3 Legal Obligation Basis

- o To carry out legal obligations between us and/or cooperate with the court Regulators, government agencies and law enforcement agencies for the exercise of governmental powers that apply to us.
- o To exercise or defend our legal interests that are necessary and legally feasible, such as detecting, preventing and responding to fraud claims. Intellectual Property Infringement or non-compliance with the law

2.4 Vital Interest Basis

To prevent or stop any danger to your life, body and health.

3. The Disclosure of Personal Data to Others

We may disclose your personal data to our group companies and subsidiary (“associated company”) and other companies who are our business partners, service providers, consultants, law enforcement agencies, courts, officials, governmental agencies, and regulators.

4. Transferring of Personal Data to a Foreign Country

We may transfer your personal data to a foreign country, where the destination country may provide the standard of personal data protection higher or lower than provisions in Thailand. We, however, shall comply with the procedures and provisions of relevant laws.

5. Retention Period for your Personal Data

We will retain your personal data for a period as reasonably necessary to use following the purposes of collection provided herein, nevertheless, we may retain your personal data longer, where is necessary as required by the applicable law.

6. The Right of Personal Data Subject

You have entitled to your Personal Data in accordance with the PDPA, and the Company will respect your rights and take actions promptly in accordance with any laws, rules, or regulations, under certain circumstances, relating to the processing of your Personal Data. You have the following rights regarding your personal data:

6.1 Right to Withdraw Consent

In case where the Company processes your Personal Data with your consent, this right enables you to withdraw your consent to the Company processing your Personal Data at any time. The Company may continue to process your Personal Data if the Company has another legal basis to do so.

6.2 Right to Access

This right enables you to receive a copy of the Personal Data the Company holds about you.

6.3 Right to Correct

This right enables you to have any incomplete or inaccurate Personal Data the Company holds about you to become correct, current, and complete.

6.4 Right to Erasure

This right enables you to ask the Company to delete, destroy or anonymize your Personal Data where there is no good reason for the Company to continue processing it. You also have the right to ask the Company to delete your Personal Data where you have exercised your right to object to the processing (see below). Nonetheless, exercise of such rights shall not be requested to be erased all personal data and the Company will consider a request to delete carefully, according to the law, regarding the processing of your Personal Data.

6.5 Right to Object

This right enables you to object to the processing of your Personal Data where the Company relies on legitimate interest and there is something about your situation which makes you want to object to the processing on this ground. You also have the right to object where the Company processes your Personal Data for direct marketing purposes, recording and analyzing psychological traits and profiling activities.

6.6 Right to Restrict Processing

This right enables you to ask the Company to suspend the processing of your Personal Data, for example, if you want the Company to establish its accuracy or a reason/lawful basis for processing it.

6.7 Right to Portability

In some cases, you have the right to request for a copy of your Personal Data in electronic form to be sent to other data controllers. This right can only be used for the Personal Data you submitted to the Company and the processing of such Personal Data is done with your

consent or where such Personal Data is necessary to be processed in order to fulfill the Company's obligations under a contract.

6.8 Right to Lodge a Complaint

This right enables you to file a complaint with a related government authority, including but not limited to, the Thailand Personal Data Protection Committee, when you see that the Company, the Company's employees or service providers violate or do not comply with the PDPA, or other notifications issued under the PDPA.

You may exercise your rights at any time by contacting the Company via the contact channels mentioned in Article 8. below.

The Company may be required to obtain certain information from you to verify your identity and certify your right to access Personal Data (or to exercise any other right) in order to comply with security measures that will ensure that your Personal Data will not be disclosed to anyone who has no right to access it.

The Company will endeavor to respond to all legitimate requests within 30 days. In some cases, the Company may take more than 30 days if the request is complex, or you submit more than a request. In such event, the Company will notify you and will keep you posted the status of your request and will also comply with any legal requirement in connection with the rights of employee as a data subject. If employee requests the Company to delete, destroy or dispose your personal data temporarily, as well as to transform your personal data to be unidentified the data subject, or withdraw his/her consent, it may cause the restriction on the company to fulfill the performance under the employment contract or in accordance with any relevant laws. In this regard, the Company reserves the right to charge any necessary expenses for the processing of personal data according to the data subject's request.

7. Security for your Personal Data

We have furnished the appropriate security measures covering the administrative safeguards, technical safeguards as well as physical safeguards in the purpose to protect loss of personal data or control the access of personal data to protect from loss, unauthorized access,

alteration, modification, or disclosure without authorization in accordance with our Information Security Policy and Practice.

Additionally, with the purpose of retention your personal data as a confidentiality, integrity, and availability, we have also publicly established Privacy Notice in accompany with guidelines for security in the collection, use or disclosure of personal data, which will be reviewed from time to time suitably. In this regard, we will consider upon and abide by the Laws on Personal Data Protection, the Announcement of the Ministry of Digital Economy and Society concerning the Requirements for Personal Data Security Standards B.E. 2563 and the Announcement of the Ministry of Digital Economy and Society concerning the Requirements for Personal Data Security Standards (No.2) B.E. 2564, as well as other announcements or orders of the Office of the Personal Data Protection Commission.

8. Contact us

If you need to exercise your personal rights in relation to your personal data or having questions about your personal data under this Privacy Notice, please contact us at

PDPA Implementation Working Group

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