

## Privacy Notice for Visitors

Mitsubishi Electric Consumer Products (Thailand) Co., Ltd. ("Company") values your privacy and strives to protect your personal data ("Personal Data") based on the Personal Data Protection Act B.E. 2562 (2019) ("PDPA"). The Company has, therefore, prepared this Privacy Notice to inform you of details about the collection, use and/or disclosure of your Personal Data.

### 1. Purposes of collection, use and disclosure of Personal Data

The Company will collect, use and disclose your Personal Data only where there are proper reasons and/or legal grounds to do so. This includes sharing it to third parties under the following main purposes:

- 1.1 for the processing of your Personal Data in compliance with the law or obligations under the law;
- 1.2 for maintain company security;
- 1.3 for regulatory compliance and audit the Company's business affair (Both internal and external);
- 1.4 for the Company's legitimate interests in processing your Personal Data while still considering that your fundamental rights does not exceed the benefits of the Company; and
- 1.5 for a specific purpose in accordance with the consent you gave to the Company in processing your Personal Data.

## 2. Collection of Personal Data

The Company collects and uses many kinds of Personal Data, depending on the circumstances that are relevant to the relationship between you and the Company as visitor of the Company.

### 2.1 Sources of data for the collection of Personal Data

The Company collects your Personal Data from a variety of sources, such as:

- Information obtained directly from you such as identity cards, passports, driving licenses, etc.
- Still images and motion recording from surveillance cameras or recording equipment;
- All conversations between you and the Company, including audio records of conversations by telephone, letter, email, memos or any other method;
- When you are using the Company's website; and
- Participation in any activities of the Company.

In some cases, the Company may collect your Personal Data from third parties, such as public agencies, government agency, source screening agency and public available information, as well as accessible resources such as Internet profiles, etc.

### 2.2 Categories of Personal Data collected, used and/or disclosed

The categories of your Personal Data that the Company collects, uses and/or discloses (collectively "process" or "processing"), subject to applicable law, includes but is not limited to the following:

- Personal details: First name and surname, gender, date of birth, personal identification number, passport number, other identification number issued by government authorities to be used as an identity verification document, nationality, photograph as appears in the identification card or

passport, copy of house registration (house particulars), signatures, photographs and CCTV images/footage;

- Contact details: Address, telephone number and email address;
- Electronic details: IP address, cookies, recording of activities, identifying person and geolocation data; and

### 2.3 Refusal to give Personal Data to the Company

Under circumstances where it is necessary for the Company to collect your Personal Data and you refuse to give your Personal Data to the Company, the Company may refuse to take other relevant actions.

### 3. Processing of Personal Data

Pursuant to the purposes, the Company may process your Personal Data in accordance with applicable law and a legal basis. The legal basis on which the Company performs such processing are as follows:

Purposes of collection, use and disclosure of Personal Data	Legal basis
<ul style="list-style-type: none"><li>- To comply with rules and regulations of regulators, government agencies, public agencies and other related agencies.</li><li>- To comply with legal requirements.</li></ul>	<ul style="list-style-type: none"><li>Contractual basis</li><li>Legal obligation</li></ul>
<ul style="list-style-type: none"><li>- To verify your identity.</li><li>- To register visitor.</li><li>- To enter/access company area.</li></ul>	<ul style="list-style-type: none"><li>Legitimate interest</li></ul>

<ul style="list-style-type: none"> <li>- To audit the internal affairs of the Company.</li> <li>- To comply with regulations and audit the Company's business affair (Both internal and external).</li> <li>- To protect company's legal status.</li> <li>- To manage and administrate business effectively.</li> <li>- To organize social activities or other activities.</li> <li>- To prevent crimes and manage the security of the Company's premises, the Company may, for example, install a closed circuit television (CCTV) in and around the Company's premises and these may collect your photos, videos or voice recordings.</li> </ul>	
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#### 4. Disclosure of Personal Data

The Company may disclose or send your Personal Data to third parties in order for these individuals to process your Personal Data in the following ways:

##### 4.1 Disclosure of Personal Data to third parties

- Subcontractors, brokers or any services provider whom working for the Company or providing services to the Company including their sub-contractors, service providers, directors and officers;
- Persons assigned to manage any of your interests;
- Intermediaries, contact persons and your representatives;

- Law enforcement agencies such as government, courts, dispute resolution agencies, Company's controlling person, auditors and any person appointed or requested by the Company's controlling person to check the operational activities of the Company;
- Any other person in connection with any dispute arising including any dispute related to a transaction;
- Any person who orders or manages affairs on your behalf (such as attorneys, lawyers, etc.); and/or
- Any person whom the Company has been ordered by you to disclose your personal information for.

#### 4.2 Transfer of Personal Data overseas

The Company may be required to send or transfer your Personal Data overseas or subsidiaries companies for storage and/or processing in the performance of a contract entered into between you and the Company. The Company will not allow unrelated persons to access the Personal Data and the Company will lay out appropriate security measures.

#### 5. Retention of Personal Data

The Company will collect your Personal Data for as long as it is necessary to carry out the purposes of processing such Personal Data. The Company will retain your Personal Data for a period of 1 years from the date on which you entered into the company as visitor. The Company will destroy, delete or make Personal Data non-personally identifiable information, unless there is a legal obligation or technical reasons whereby the Company may keep your Personal Data for a longer period of time.

## 6. Data Subject Right

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 in regards to 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 your Personal Data that 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 request 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 particular 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 will be used only 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 in order 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 make every effort to respond to all legitimate requests within 30 days. In some cases, it may take more than 30 days if your request is complex or you submit more than one request. In such event, the Company will notify you and will keep you informed of the status of the request.

#### 7. Security of your Personal Data

The Company takes the security of your Personal Data very seriously. The Company will inspect and implement organizational security as well as physical and technical measures appropriately in order for the Company to store and process your Personal Data and ensure that your Personal Data will not be lost, destroyed, disclosed and misused or accessed by anyone other than the employee or data processors performing the Company's duties.

#### 8. Dealing with complaints or inquiries

To make a complaint about how the Company collects, uses, processes and discloses your Personal Data, you can contact the Company or ask questions via the following channels:

- Contact the Company at Legal and Compliance Office,

Mitsubishi Electric Consumer Products (Thailand) Co., Ltd.

700/406 Moo 7 Tambol Don Hua Roh, Amphur Muang

Chonburi 20000;

- Email the Company at [HOTLINE@mcp.meap.com](mailto:HOTLINE@mcp.meap.com); or
- Telephone number 66 38 265 800 EXT 2222.

## 9. Review and change of Privacy Notice

MCP may update or revise this Privacy Notice from time to time to comply with legal requirements, changes in MCP's operations including opinions and suggestions from various agencies. MCP will announce changed for acknowledgement.

Announced on May 13, 2022

(Mr. Yasumasa Yamane)

President