

Personal Data Protection Policy

Tropical Canning (Thailand) Public Company Limited

Introduction

Tropical Canning (Thailand) Public Company Limited (“the Company”) aims to provide supervision and management of personal data, as well as the collection, use and disclosure of the Company's personal information including keeping personal information securely which implement effectively to comply with personal data protection laws and related laws according to the Good Corporate Governance policy. Therefore, the Company establish personal data protection policy to clarify details and methods of handling personal information of the Company if there is any change, amendment, addition, improvement to this privacy policy, the company will publish the immediate changes in channels that will be accessible to stakeholders

Definition

Group of companies means Tropical Canning (Thailand) Public Company Limited.
Location 1 / 1 M. 2, T. Thung Yai, Hat Yai, Songkhla
and subsidiary company

1. Personal Information

1.1 Characteristics of Personal Data

In this Policy, personal data means information about an individual that enables the identification of that individual, directly or indirectly, but does not include personal data of a deceased person in particular. Sensitive Personal Data refers to personal information that is inherently private matter of an individual which is sensitive and vulnerable to unfair discrimination, including race or ethnicity, health information, political opinions, disability, religious beliefs, genetic data , sexual behavior, biometric data , criminal history or any other information as specified by the Personal Data Protection Committee.

1 . 2 Collection of personal information _

Company will collect personal data in accordance with the data collection base required by law. If the collection of personal data is done with the consent of the data subject, the Company will notify the data subject sufficiently of the purpose of collection, use, disclosure, period of storage, types of persons or entities that may receive personal data, Data controller of personal data, rights of data subject as required by law. If the company is necessary to collect sensitive personal information from the owner of the personal information, The company will obtain consent for the collection, use, and disclosure of personal data from personal data subjects to give their explicit consent before or during the collection of personal data.

1.3 personal information that the company will be collected

Company will collect personal information that that is general information and sensitive information as follows:

- Name, Surname, Nickname, Gender, Identity card number, Passport number, Date of Birth, country and city of birth
- House registration address, mailing address, Phone number, email, account name in social media
- Work history, education, skills and qualifications, training
- Information about wages, compensation, bank account numbers
- Photographs and data recorded as images and sounds
- Various records that is used to monitor the activities of individuals such as log files
- Social media account login information
- Comments from employees of the Company or from third parties to the subject of personal data.
- Opinions of personal data subjects about the company and the company's services through satisfaction surveys through the Company's channels
- Information about visits to the Company's website or portal

1.4 Source of Personal Information

The Company may receive personal information from 3 channels as follows:

- 1) Company Obtain personal information directly from the owner of the personal information from services process as follow:
 1. Job application process that the owner of the information submitted documents to apply for a job with the company
 2. Procedure for applying for services with the company
 3. Procedure for applying to be a contractor for the company
- 2) Voluntarily by the owner of the personal data in the questionnaire or correspondence by letter, email or other communication channels between companies with the owner of the personal data
- 3) Visiting, using services through the Company's website, such as collecting cookies

2. Data Processing Purposes

- 1) In the case of the owner of personal information who is an employee of the Company, the Company record personal information of employees for employment purposes, as well as other purposes related to employment
- 2) Compliance with requests from law enforcement agencies
- 3) Perform actions as required or permitted by lawby applicable law
- 4) For other purposes, the Company will give prior notice before handling such information which will be in accordance with the relevant laws

- 5) In order to use the service in an orderly manner and in accordance with related law, rules and regulations including for the performance of duties according to the law and related rules of both currently in force and/or as amended in the future
- 6) For the benefit in confirmation or identify the identity of the owner of personal data when contacting and coordinating with the company in the purchase of goods and/or services of the Company
- 7) To increase efficiency and improve service in various fields such as customer service in responding to the needs of customers
- 8) To communicate via telephone, short message (SMS), email , post and / or through any channels to inquire or notify the owner of the personal information or survey opinions about the Company's services
- 9) For any other benefits related to the Company's business operations, such as for education, research, statistical preparation, product and service development, analysis of marketing plans for marketing activities or related targeted advertising Public relations of various promotional activities as well as giving advice appropriate to provide services to the interests of those involved
- 10) For facilitating the notification, submission of documents, or payment of goods, services, fees related to goods and services
- 11) To provide after-sales service as requested, such as answering questions, providing information, accepting complaints, and solving problems and obstacles.
- 12) For the security of the Company's and its affiliates' establishments, such as checking footage from a video or from CCTV cameras
- 13) For data recording any conversation and/or communication between companies with the owner of the personal data such as email , interview, communication through digital system for the purpose of improving the Company's service
- 14) For resolution of disputes, claims, complaints, follow-up and compulsory payment
- 15) For safety or suppression of danger to life, body or health of persons
- 16) For other purposes as required by law to collect, use or disclose without the consent of the personal data owner.
- 17) For compliance with the Company's internal operation policy and affiliated companies
- 18) For various services of the Group of Company and affiliated companies and / or any other juristic person where the Company is a contractual party or has a legal relationship which may be located in Thailand or abroad

However , if is a change in the purpose of processing personal data, the Company will inform via Company's website.

3. Processing of Personal Data

Upon receiving personal information from the source of personal information, the Company will process the personal information acquired as follows:

- 1) The Company will process personal data that is necessary for employment as an employee of the Company, contracting and/or performance of contracts as a customer, or contact to coordinate with the company. However processing of personal data under the contract, the Company is not obliged to obtain the consent of the personal data subject prior to the processing of the personal data.
- 2) In using, the Company must obtain the consent of the Personal Data Subject under the consent base. If the Personal Data Subject wishes to withdraw his consent, it can be done through the Company's contact channels. However, the withdrawal of consent will not affect the lawful processing of personal data for which the personal data subject has given consent.
- 3) The Company will take measures to prevent disclosure or display or appearing in any other way that personal data is inconsistent with the purpose of collecting the data except with the consent of the owner of the personal data or is a case where there the law allow to do so.

4. Retention and retention period of personal data

- 1) The Company has stored personal information in writing and / or stored in electronic systems with effective security measures to prevent the loss, access, use, alteration or disclosure of personal data without authorization or misuse.
- 2) The Company may not be able to delete all your information from the Company's database completely without any remaining data due to backup and other reasons. The Company will retain your data for as long as it is necessary for the purpose of collecting it. In the event that you have terminated your business relationship with the Company, the Company will store your personal data for a period of 10 years as required by law such as Accounting Law, Anti-Money Laundering Laws, Tax laws and policies. Manuals on the collection and destruction of various documents of the company at the end of the retention period, the company will delete and destroy or make such information not personally identifiable

5. Data Subject Rights

- 1) Right to withdraw consent, the owner of the personal data has the right to withdraw his consent to the processing of personal data that has been given to the Company at any time during the period that personal information is with the Company.

- 2) Right to access personal data personal data subject have the right to access their personal data and request the company to make a copy of such personal data for the owner of the personal data, including information for the company Disclosure of the acquisition of personal information.
- 3) Right to correct personal data, the owner of the personal data has the right to request that the Company correct incorrect information or add incomplete information to be complete or correct.
- 4) Right to delete personal data, the owner of the personal data has the right to request that the Company delete personal data
- 5) Right to suspend use of personal data, the owner of the personal information has the right to request the suspension of the use of the personal information.
- 6) Right to transfer personal data, the owner of the personal data has the right to request the transfer of personal data provided to the company to another personal data controller or the owner of the personal data
- 7) The right to object to the processing of personal data, uhe owner of the personal data has the right to object to the processing of personal data.

6. Disclosure of Personal Information with Other Persons or other agencies

The Company will not disclose such personal data to any person without the authorization of the data owner. However, for the purpose of carrying out the purposes of collection, use or reveal as stated above , the Company may disclose personal data of data subjects to other parties as follows:

- 1) companies or affiliated companies, both in Thailand and abroad
- 2) Person or organization that the company has been employed to perform tasks related to personal data for the benefit of managing the company's organization such as information technology service providers, provider of analytics, data, statistics, research and product development, etc.
- 3) Business partners and business
- 4) Auditing agencies certify various standards that the company requests for certification for the benefit of business operations including other inspection agencies
- 5) The Company may disclose personal information of employees under the rules prescribed by law, such as disclosure to government agencies, agencies that are responsible for overseeing the protection of labor welfare including in the event of a request to disclose information by virtue of law, such as a request for information for litigation or legal action, enforcement, etc.

7. Marketing Activities and Marketing Promotion

The company will send information about marketing activities. and marketing promotion, products and services of the Company for the benefit of providing efficient service and if interested parties have agreed to receive such

information from the Company, such person has the right to withdraw such consent at any time by cancelling the consent to receive information from the Company's, Email Address as below.

8. Personal Data Protection Officer (DPO)

The person who needs to be contacted to take any action regarding personal data can contact the Personal Data Protection Officer (DPO) to process the request or can proceed in accordance with the rights of the owner of the personal data. The company will consider the request within 30 days from the date of receipt of the request.

Contact

Personal Data Controller : Tropical Canning (Thailand) Public Company Limited

Location : 1/1 M. 2, T. Thung Yai, Hat Yai, Songkhla 90110

Contact : 074 – 273600

Personal Data Protection Officer (DPO)

Location : 1/1 M. 2, T. Thung Yai, Hat Yai, Songkhla 90110

Contact : 074 – 273600 ext. 219, 221

Email : DPOoffice@tropical.co.th

9. Changes to Privacy Policy

The Company will regularly review the Privacy Policy to comply with the guidelines and laws. In this regard, if there is a change in the privacy policy, the Company will notify by publishing the information on the Company's website

Announced on 24 May 2022

(Mr. Kampol Watcharanimit)

Managing Director