



Privacy Notice for Candidate

Meyer Industries Limited and Meyer's Affiliates ("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.

As we has collected, used and/or disclosed of your Personal Data provided to the Company in any means due to you are our employee before the effective date of PDPA effective on June 1, 2022. The Company would like to inform you that we will continue to collect and use of your Personal Data only for the same purpose that we has collected and used before the PDPA comes into effect. The Company will not disclose your Personal Data without your prior written consent unless it is permitted by the law. If we will collect, use or disclose of your Personal Data for any purposes other than the purpose we has originally collected of your Personal Data before the effective date of the PDPA, the Company will inform you and proceed with the collection, use or disclosure of your Personal Data in accordance with the principles and procedures as prescribed in the PDPA.

1. Purposes of collection, Usage and/or Disclosure of Personal Data

The Company collects, uses and/or 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:

Clause	Purposes	Lawful Basis
1.1	For the proceedings necessary for the consideration and selection of work candidates which shall mean to include the process for online submission of work application any jobs' website, the direct submission of work application with Company and Affiliates or through the recruitment agency, the interview process, the selection and evaluation process, the process for offering you an employment agreement, and the other human resources management process in relation to the consideration and selection for employment with Company and Meyer's Affiliates	Contractual Basis
1.2	For qualification check prior to employment as prescribed by laws including the necessary information check and the checking of information with the person of reference specified by you or the checking of prior history of work to supplement the consideration and the selection for employment with Company and Meyer's Affiliates.	Legal obligation and legitimate interests
1.3	For the internal audit of the Internal Audit Office of the organization.	Legitimate Interests
1.4	For maintaining security in building area or premises of Company and the evaluation of security risks including the communication for the issuance of access card(s) to work in the premises of Company, the exchange of cards for building entry and exit, the recording of information on the entry and exit of Company's premises, and the recording of videos in the buildings or offices Company and Meyer's Affiliates by closed-circuit television (CCTV).	Legitimate Interests

In some cases, we may collect, use and disclose personal data of the person in the family or other person that our work candidate provided for us. In this respect, Company shall collect, use and disclose personal data of those people under relevant lawful basis for the following purposes:

Clause	Purposes	Lawful Basis
1.5	For communication in necessary or emergency cases such as the checking of information of the work candidate with the specified person of reference or the inspection of prior history of work of the work candidate or for notifying dangerous incident occurred to the work candidate, etc.	Legitimate Interests

2. Collection of Personal Data

The Company collects and uses many kinds of Personal Data, depending on the circumstances that are relevant to the recruitment process and on-boarding process 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:

- 2.1.1 Information obtained directly from you as part of the job, scholarship and internship recruitment process (i.e., job application, scholarship application, internship application, brief work history (CV or resume)) and identification documents such as identification cards, passports, driving license, etc.;
- 2.1.2 Information which the Company receives from recruiter websites, headhunters or from current employees of the Company;
- 2.1.3 Data that the Company received during the recruitment process, whether from telephone or video call;
- 2.1.4 Data that the Company has or may have received when you used the Company's systems, devices or websites;
- 2.1.5 Job application or other information in the documents that you are provided to the Company at the beginning or during the recruiting process;
- 2.1.6 Correspondence with you through interviews, meetings, or other devices e.g., CCTV, visual and/or voice recording equipment, etc.

In some cases, the Company may collect your personal information from third parties, such as references from previous employers (such as years of services, performance during work for the former employer, etc.), information that can be accessed from various sources such as LinkedIn, JobsDB, Facebook, etc., information obtained from a resume verification service provider, information from credit companies and criminal records.

2.2 Categories of Personal Data collected, Usage or Disclosed

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

- 2.2.1 Personal details: First name and surname, gender, date of birth, marital status, military status, personal identification number, passport number, other identification number issued by the government authorities to be used as an identity verification document, nationality, photograph as it appears on the identification card, passport or driving license, signatures, identity verification information, photograph and CCTV image/footage;
- 2.2.2 Contact details: Address, telephone number and e-mail address;
- 2.2.3 Educational details: Details of educational background, transcript and educational achievements;
- 2.2.4 Family details: Names and contact details of family members, including spouse and children;

- 2.2.5 Professional details: Details of profession, professional memberships, employer's feedback, your qualifications, skills, experience and employment history (CV or resume);
- 2.2.6 and transactional details: Salary and benefits (i.e., bonus, provident fund, pension and insurance);
- 2.2.7 Other details: Information received or may have been received during a job interview; and

2.3 Sensitive Personal Data

The Company may also collect some sensitive Personal Data about you for use in recruiting and considering who will fit the job. However, the Company will not collect, use and/or disclose this type of data without your explicit consent unless the law allows the Company to do so.

- Sensitive Personal Data: Religion, Race, Health data and medical data Criminal record

2.4 Refusal to give Personal Data to the Company

Under the 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 if the data not enough for qualification consideration.

3. 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:

3.1 Disclosure of Personal Data to third parties

- 3.1.1 Reference person;
- 3.1.2 Educational institutions (such as universities, colleges, etc.) to verify information that you provide to the Company;
- 3.1.3 the data processors of the Company; and/or
- 3.1.4 Third parties who are performing background checks on behalf of the Company (e.g., credit companies, criminal background examination agencies, etc.).

3.2 Transfer of Personal Data overseas

The Company may be required to send or transfer your Personal Data overseas 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.

4. Period for retention of personal data

The Company shall retain your personal data for the period necessary for the purposes of the collection, use or disclosure of personal data set out in this Privacy Notice. The criteria for determination of retention period are the period necessary for the Company to utilize your personal data in accordance with the purposes and it shall be further retained pursuant to the period necessary for the compliance with laws or the statutory prescription period, or for the establishment, compliance, exercise or defense of legal claim, or for other reasons pursuant to the internal policies and rules in the organization of the Company.

5. Rights of Data Subject

As the owner of personal data, your relevant rights as prescribed in the Personal Data Protection Act B.E 2562 (2019) shall have details as follows:

- 1) **Right to Withdraw Consent**, you shall have the right to withdraw the consent for the Processing of your personal data that has already given to the Company unless such withdrawal of consent is restricted by laws or by the agreement that provides you the benefits. Such withdrawal of consent shall not affect the Processing of personal data legally conducted according to your prior consent.
- 2) **Right to Access**, This right enables you to receive a copy of the Personal Data the Company holds about you.
- 3) **Right to Rectification**, This right enables you to have any incomplete or inaccurate Personal Data the Company holds about you to become correct, current and complete.
- 4) **Right to Forgotten/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, the Company will consider a request to delete carefully, according to the law, regarding the processing of your Personal Data.
- 5) **Right to Restrict of 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) **Right to Data Posstability/Data Transfer**, 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.
- 7) **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 and profiling activities.

You may exercise your rights at any time by contacting the Company in written format or per the Company's form provided via the contact channels mentioned 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 as appropriate. In such event, the Company will notify you and will keep you informed of the status of the request.

6. Security Measures and Personal Data Protection

Company shall define and control the security standards to appropriately protect Personal Data and provide Access Rights and Permission and Records or Log Files stored to protect Personal Data from espionage, lost, incidentally lost, unauthorized access, incorrectly access, disclosure or use improperly, and unlawful correction, alteration, copying of personal data including checking the cyber threat protection system and external information technology attacks.

7. Amendment of this Privacy Notice



This Privacy Notice is a part of our Privacy Policy. We reserves the rights to amend and update this Privacy Notice from time to time as deem it necessary. if there is such amendment, we will keep you posted through our various communication channels.

8. Modification of the Privacy Notice

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

Data Protection Committee : DPC

Meyer Industries Limited

Address: 38/9 Moo 5 Laem Chabang Industrial Estate, Tungsukla, Sriracha, Chonburi 20230,

Telephone: 0-3840-4200, Email: pdpa@meyer-mil.com