

Attachment 2 (Information on directors and employees of business partners)

Information on directors and employees of business partners:

1. (Details of content, retention period, and source of acquisition for each category)

The Company processes the following personal information and other personal information acquired by the Customers in connection with the Company's business activities (if required by applicable laws and regulations, the Company will acquire such information after separately notifying the individual concerned).

The Company also process the personal information listed below for the purposes listed below and for other purposes permitted by applicable laws and regulations. The Company may also de-identify or create statistics of personal information.

No.	Data type	Category	Retention period	Source of acquisition
1	Information on directors, employees, etc. of business associates (including potential business associates and visitors to the Company's website) who do not fall under No. 2. Information on directors, employees, etc. of the Company	Name, address, name and location of company, department, position, telephone number, and e-mail address	*	Directors and employees of business partners [the Individual]
2	Subcontractors, etc. within the Company's business sites	Name, name of company, type of business, telephone number, e-mail address, company address	*	Cooperating companies and/or the Individual
		Work accident information (name, date of birth, date of hire, employment status, physical condition, accident occurrence (name of injury or illness, course of events leading up to occurrence))	*	Cooperating company or the Individual

Types of Sensitive Information

No.	Subject/Type	Category	Retention period	Source of acquisition
3	Subcontractors, etc. within the Company's business sites	Physical condition, disaster occurrence (name of injury or illness, course of events leading up to occurrence)	*	The Individual

*To determine the appropriate retention period for personal information, the Company consider the volume, nature,

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and sensitivity of the personal information, the risk of potential damage from unauthorized use or disclosure of the personal information, the purposes for which the Company processes the personal information and whether the Company can achieve those purposes by other means, and applicable legal requirements. If the Company no longer needs the personal information the Company has collected about the Individual, the Company will delete or anonymize it, or if this is not possible (for example, if the personal information is stored in a backup archive), the Company will securely store the personal information of the Customers until the Company are able to delete it, after which the Company will ensure that no new processing of the personal information of the Customers takes place.

2. (Details of the purpose and legal basis of the process)

The Company processes personal information in accordance with applicable personal information protection regulations. Where the GDPR is applicable, the Company processes personal information for the purposes described below and on the legal basis set forth below. In some cases, the Company may obtain the Individual's consent to process the personal information, but even in these cases, the legal basis for processing is "where processing is necessary for the performance of a contract" or "where processing is necessary for the pursuit of legitimate interests" or "where processing is necessary to comply with a legal obligations", except in the cases described below in "Where obtaining the Individual's prior consent (Article 6-1 (a), , GDPR)". In addition, the Company will obtain the consent of the individual to direct marketing to the individual in cases where such consent of the individual to direct marketing is required by law.

Purpose of processing (use)	Data type No.	Legal basis
① Sales Promotion Activities	1	Consent of the Individual
② Emergency call	2	For the performance of a contract with the Individual
③ Response to industrial accidents and disasters	2, 3	To comply with legal obligations imposed on the Company
In case of consent of the Individual	The information is obtained directly through exchange of business cards with the Individual.	
For the performance of the contract	In accordance with the terms and conditions with the cooperative association and/or individual outsourcing agreements.	

3. (Details of sharing and disclosure of personal information, countries of cross-border transfer)

In order to fulfil the purposes of the processing described in the previous article, the Company shares and discloses the personal information of the Customers to third parties in the following cases. In addition, please refer to the Section 2 of this Privacy Policy for the cases in which the information is provided on the basis of sharing under the Japanese Personal Information Protection Law.

No.	Data type	Details of sharing and disclosure	Countries of cross-border transfer
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Not applicable