

Notice No. 5/2025
Privacy Notice for Sub-Contractor

NS-Siam United Steel Company Limited (hereinafter referred to as "Company", "we", "our" or "us") takes our responsibilities regarding personal data protection of our part-time or regular sub-contractors seriously ("You"), and we commit to respect your privacy rights and concerns in accordance with Personal Data Protection Act B.E. 2562, including the Royal Decree, Rules, Announcements, Regulations, Regulations, Practices, Measures, Guidelines, Orders issued under the Personal Data Protection Act B.E. 2562 (2019) ("Personal Data Protection Laws"). We have prepared this privacy notice for employees and related persons (the "Notice") to determine our policies and procedures in relation to collection, use, and disclosure of your personal data (hereinafter referred to as "process" or "processing"), as well as outlining your rights under applicable Personal Data Protection Laws and the channels to contact us as follows:

1. Sources of Personal Data Collection

We collect and use various types of personal data. The types of personal data that we collect depend on different situations and events. We collect your personal data from various sources, including, without limitation to:

- 1.1 We may directly collect your personal data from you from the following sources:
 - 1.1.1 From the coordination between you and other employees or other persons related to us;
 - 1.1.2 From the use of our systems, data centers, servers, software, applications, platforms, or any or networks to coordinate business contacts;
 - 1.1.3 From your participation in our activities or other privileges and benefits that we provide to you;
 - 1.1.4 From your communication with us through our contact channels, such as telephone, email, LINE, Facebook or other related channels.
- 1.2 We may indirectly collect your personal data from other following sources:
 - 1.2.1 From the Company's affiliates;
 - 1.2.2 From our service provider who is your employer;
 - 1.2.3 From service providers who provide background checks in terms of education, work experience, credit check, and criminal check;
 - 1.2.4 From Hospital;
 - 1.2.5 From government agencies.

2. Personal Data that We Collect

We collect your personal data which can be classified by the following types of personal data:

2.1 Identifying Information such as prefixes, first name, last name, gender, date of birth, identification number, passport number, and other official documents issued by government agencies

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such as tax identification number, nationality, picture on identification card, passport, driver license, signature, identifiable information, picture, recording from CCTV;

2.2 Contact Information such as address, telephone number, LINE ID, email;

2.3 Financial Information such as bank book information (name and number of bank book), address for invoice, prompt pay number, electronic wallet information, and other payment information such as compensation;

2.4 Electronic Information such as IP address, cookie, usage history, geographic information

2.5 Employment Information and Information for Safety, Health, and Work Environment Management, Work Permit, Education Information, and Certificates

We may collect and process your sensitive data for the purposes stated in this Privacy Notice, such as using the information on your national ID card, which contains religion, to verify your identity, health record and disability information, biometric information (e.g., face recognition or finger print scanner), to enter into contract with you, to verify identity, and for other purposes. We will not collect, use, and/or disclose your sensitive information if we have not obtained your consent explicitly, unless it is permitted by law.

When it is necessary to collect your personal information, but you refuse to provide certain information. We may not be able to achieve some or all of the purposes specified in this Notice.

3. Purposes and Lawful Basis of Processing

We may process your personal data for the following purposes:

Lawful Basis	Purpose of Processing
Contract Interest	<ul style="list-style-type: none"> ○ To carry out recruitment process and qualification check ○ To verify identity and register work permit ○ To process payment including finance and accounting management, audit, invoice issue ○ To coordinate between you and us ○ To manage accident insurance, and deal with your health and safety ○ To control work policy, ethics, assigned tasks, training, and performance evaluation
Legitimate Interest	<ul style="list-style-type: none"> ○ To carry out necessary operation (e.g., to issue access card to enter into our facility) ○ To follow your data subject request in accordance with PDPA ○ To make internal report, analysis, and contract management ○ To audit business operation internally and externally ○ To comply with our company's policies

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Lawful Basis	Purpose of Processing
	<ul style="list-style-type: none"> ○ To manage legal proceedings and dispute ○ To receive your compliant ○ To prevent crime and manage safety and security (e.g., to install CCTV to record video and sound) ○ To analyze and make history record in relation performance and opinion ○ To contact and send news and updates ○ To improve work environment and facility ○ To control information security, create user account, and monitor user verification and access
Legal Obligation	<ul style="list-style-type: none"> ○ To conduct training as enforced by law

Where the Company needs to process personal data in cases where consent from the data subject is required, and the purpose of processing personal data has been notified before requesting consent, such as collecting sensitive data for purposes that do not comply with the exceptions of Section 26 of the Personal Data Protection Act B.E. 2562 and marketing cases that cannot be reasonably expected by the data subject, e.g., to use your personal information on identification card which contains religion to verify your identity or to make payment and taxation, and to use your health records to evaluate your qualifications and suitability for work.

The Company will process personal data only for the purposes as stated in this Notice. In some cases, the Company may consider that it can process personal data for other purposes that are related and not in conflict with or in addition to the original purpose. However, in the event that the Company needs to process data for purposes unrelated to the original purpose, the Company will request new consent or take other actions so that the processing of personal data for the new purpose is lawful. If you do not intend the Company to store your personal data, you can exercise your rights as a data subject as stated at the end of this Notice. The Company would like to inform you that if you do not provide your personal data to the Company, this may affect the Company's ability to proceed with your application or request or according to contract. The Company may not be able to offer or provide some or all of the Company's products, goods, services or benefits, and you may experience inconvenience, or inability to perform contracts, and may suffer damages or loss of opportunities. In some cases, your failure to provide such data may affect the Company's or your compliance with any laws to which you or are obligated, and may have related penalties.

4. Disclosure to Third Parties

The Company may disclose or transfer your personal data to external parties to process your personal data as follows:

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4.1 Disclosure of personal data within Thailand

In order to achieve the purposes of this Notice, the Company may disclose your personal data to the Company's affiliated companies, reference persons, educational institutions (e.g. universities, colleges, etc.) to verify the information you have provided to the Company, service providers who conduct background checks on the Company's behalf (i.e., credit bureaus, criminal background check agencies, hospitals), service providers related to personnel recruitment and selection processes, employment, security, qualification and ability testing, information systems, financial institutions, auditors, business partners or allies, information system developers, government agencies, and other persons necessary for the Company to be able to perform any of the purposes for collecting and processing personal data as specified in this Notice.

4.2 Transfer of personal data outside of Thailand

4.2.1 The Company may disclose or transfer your personal data to affiliated companies or other persons outside of Thailand where necessary for the performance of a contract to which you are a party or for the performance of a contract between the Company and another person or entity for your benefit or to take action at your request before entering into a contract or to prevent or suppress danger to the life, body or health of you or another person, to comply with the law or to carry out an important public interest mission.

4.2.2 The Company may store your information on computer servers or clouds provided by other parties and may use programs or applications of other parties in the form of ready-made software and ready-made platform services to process your personal data, but the Company will not allow unrelated persons to access your personal information and will require those other parties to have appropriate security measures.

4.2.3 In the event that your personal data is transferred outside of Thailand, the Company will comply with the Personal Data Protection Laws and take appropriate measures to ensure that your personal data is protected and that you can exercise your rights related to your personal data in accordance with the Personal Data Protection Laws. The Company will also require those who receive the data to take appropriate measures to protect your data and process such personal data only as necessary and take steps to prevent others from using or disclosing your personal data without authorization.

5. Retention of Personal Data

5.1 We will retain your personal data for the period necessary to comply with data protection laws and/or other applicable laws. We will securely delete or anonymize your personal data as soon as there is reasonable justification to believe that:

5.1.1 The purpose for which the personal data was collected is no longer aligned with its retention.

5.1.2 The personal data is no longer required for legal or business purposes.

5.1.3 There is no longer a legitimate basis for retaining the personal data.

5.2 If your business relationship with us is revoked or terminated, we may continue to retain, use, and/or disclose your personal data in accordance with data protection laws and/or other applicable laws. However, we may securely destroy your personal data without prior notice.

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6. Data Subject Rights

You have rights over your personal data in accordance with the Personal Data Protection Laws. We will respect your rights and will promptly take action in accordance with laws, rules or regulations related to the processing of your personal data under certain circumstances. You have the following rights regarding your personal data:

6.1 Right to Access

You have the right to request access to and receive a copy of your personal data that we hold, or request that we disclose the source of such personal data that you have not given consent to.

6.2 Right to Portability

You have the right to request your personal data that you have provided to us based on your consent, contractual necessity, or request, or as specified by the Personal Data Protection Committee. If we have made such personal data available in a commonly readable and usable format through automated tools or devices, and it can be used or disclosed through automated means, you also have the right to: (1) request that we send or transfer personal data in such format to another data controller when it can be done by automatic means and (2) request to receive your personal data in the same format that we have sent or transferred directly to another data controller, except where technical conditions are not possible.

6.3 Right to Object

You have the right to object to our collection, use, or disclosure of your personal data in the following cases:

(1) When we collect your personal data for the necessity of performing a public interest task, exercising governmental rights, or for our or a third party's legitimate interests;

(2) We collect, use or disclose your personal data for direct marketing purposes; or

(3) We collect, use, or disclose your personal data for scientific, historical, or statistical research, except when necessary to perform a mission for our public interest.

6.4 Right to Erase or Destroy

You have the right to request us to erase, destroy or anonymize your personal data in the event that (1) your personal data is no longer necessary for us to keep for the purposes; (2) you withdraw your consent and we have no legal authority to continue to collect, use or disclose such personal data; (3) you object to our collection, use or disclosure of your personal data collected by it due to the necessity to perform its mission for the public interest or the exercise of government rights or for the legitimate interests of us or other persons or juristic persons, and we cannot reject such objection; (4) you object to the collection, use or disclosure of your personal data for direct marketing purposes; or (5) your personal data has been unlawfully collected, used or disclosed, unless we are required to keep your personal data for compliance with the law, the establishment of legal claims, or the exercise or defense of our claims.

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6.5 Right to Restrict

You have the right to request a restriction on the use of your personal data if: (1) we are in the process of verifying your request to correct your personal data; (2) Your personal data has been collected, used, or disclosed unlawfully; (3) we no longer need to collect, use, or disclose your personal data for any purpose, but you wish us to retain it for your legal benefit; or (4) you wish for us to temporarily restrict the use of your personal data while your objection is being reviewed or investigated

6.6 Right to Rectify

You have the right to request that we correct, update, and complete your personal data to ensure accuracy and prevent misunderstandings.

6.7 Right to Withdraw Consent

If you have given your consent to the collection, use or disclosure of your personal data, whether before or after the effective date of the Personal Data Protection Laws, you have the right to withdraw your consent given to us at any time while your personal data is stored by us, unless restricted by law or you are still under an effective contract. However, your withdrawal of consent will not affect the collection, use or disclosure of personal data that you have previously given your consent to us in accordance with the law. In addition, your withdrawal of consent may prevent us from performing the contract or your request. We may therefore have to terminate the existing relationship and/or contract that you have with us.

6.8 Right to Lodge a Complaint

You have the right to lodge a complaint with the relevant agency or legal authority in the event that we or the data processor, including our employees or contractors or the data processor, violates or fails to comply with the Personal Data Protection Laws.

If you wish to exercise any of the rights mentioned in Sections 6.1 to 6.7, you may submit a request to us as specified in our procedures. Upon receiving your request, we will review it based on the legal requirements and conditions and will complete your request and notify you of the outcome within 30 days from the date we receive your complete request and supporting documents.

Exercising these rights may temporarily prevent you from accessing some of our services while we process your request.

We will not charge you a fee for the exercise of such rights, except if we deem that your request to exercise your rights is an excessive exercise of rights or without any other reasonable cause, we may charge a fee for the exercise of your request at the rate announced by us. You may request to exercise your rights of the data subject from the date the Personal Data Protection Act comes into force onwards.

In the event that you request us to delete, destroy, restrict the processing of personal data, temporarily suspend use, convert personal data into a form that cannot identify the data subject, or withdraw consent, this may prevent us in the performance of duties under the employment contract or related laws. In exercising the rights mentioned above, we reserve the right to charge the costs related to and necessary for processing personal data as requested by the data subject

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7. Security Measures

7.1 We will store your personal data in a controlled and secure environment, protecting it from unauthorized access, use, or disclosure. We maintain administrative, technical, and physical safeguards to prevent unauthorized or unlawful access, use, alteration, or disclosure of personal data under our control.

7.2 We will implement various security measures to ensure the safety of your personal data in our possession or control. Your personal data will be stored in a secure server which is controlled by authorized personnel with confidentiality. Your personal data and sensitive personal data will be encrypted in our server which only authorized personnel with the password can access.

8. Use of Personal Data for the Original Purpose

We have the right to continue collecting and using your personal data that was collected before the effective date of the Personal Data Protection Law in relation to the collection, use and disclosure of personal data for the original purposes. If you no longer wish for us to collect and use such personal data, you may notify us to withdraw your consent at any time.

9. Amendment of Notice

In compliance with the Personal Data Protection Laws, this Notice may be amended from time to time we will post the most current version on the our website.

10. Contact Us

If you have any questions, concerns or wish to exercise your rights related to your personal data, please contact us at:

Data Protection Officer

NS-Siam United Steel Company Limited

Address : 12 Soi G2, Pakorn Songkrohraj Road, Maptaphut, Muang Rayong, Rayong 21150

Telephone Number : 038-685155

Email Address : privacy_info@ns-sus.com

Issued on March 1, 2025
NS-Siam United Steel Company Limited



(Mr. Mansaung Klaimanee)
Data Protection Officer

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