

Art Event Company Limited

Personal data protection policy

With the advancement and development of information technology and communication system could possibly led to an easy access or disclose of personal information which may cause damages and invades privacy. With this in mind, Art Event is aware of the importance of privacy data, which is a fundamental right to privacy (Privacy Right) that must be protected under the Privacy Protection Act B.E. 2562 (A.D. 2019).

The company therefore announced this policy in order to be used as a basis for the protection of personal information for the company's stakeholders as follows:

1. The collection, use or disclosure of personal information must comply with the following:

- 1.1 The personal information related the collection, use or disclosure of personal data of all stakeholders must be fair and lawful.
- 1.2 The personal information related the collection, use or disclosure of personal data of all stakeholders must meet a specific purpose.
- 1.3 The personal information related the collection, use or disclosure of personal data of all stakeholders must be safe, accurate, updated, appropriate and necessary.
- 1.4 The personal information related the collection, use or disclosure of personal data of all stakeholders must be kept for a necessary period of time for the benefit of its owner.
- 1.5 The personal information related the collection, use or disclosure of personal data of all stakeholders must be safely secured and not to be misused against the owner's right.

2. Personal information usage or disclosure

The personal information usage or disclosure will be implement with objectives which must be obtained from the owner's consent in advance except for the following cases:

- 2.1 For the benefit of the public or with regards to studies or research which provides appropriate safeguards to protect the rights and freedom of the personal data owners.
- 2.2 To prevent life or health damages that may occur to the personal data owners.
- 2.3 For the contract purpose in which the personal data owner is a contract party or processing the request for the data's owner before agreeing upon the contract.

- 2.4 To perform duties in carrying out the mission for the public's benefit of personal data controllers or perform the duties of exercising the state authority given to personal data controllers.
- 2.5 For the legitimate benefit of the personal data controller in which such benefits may arise from litigation, filing of claims for damages and etc.
- 2.6 For the personal data controllers to comply with the law.

3. Security purposes

To protect the confidentiality and the safety of personal information, the company has implement the following measures:

- 3.1 Define the access rights, use, disclose and processes of personal data including verifying individual identities. The accesses or users of personal information must strictly follow the company's policy guidelines.
- 3.2 In the case where the company is obliged to perform obligations to the personal data whether by forwarding or disclosing personal information to third parties. The company must comply with the data security practices or follow the guidelines under applicable law. However, such access must be restricted to obtaining the information needed only. The access restrictions include:
 - Banks or Agencies that are responsible for payrolls.
 - Agencies related to employment, social security, compensation fund and provident fund.
 - Related government agencies such as Subpoena orders, Revenue Department and Customs Department.
 - Insurer.
 - The company's Human Resources department, Information Technology unit, Sales and Marketing.
 - Consultant service providers related to Human Resources Management systems, Financial Accounting systems, and Information Technology systems that the company hired, agreed or assign access to that personal information.

In the case where a person is entitled to process the mentioned above, the company will strictly comply with the law by ensuring that such personal information is beneficial to business development or the work of the data's owner only.

- 3.3 If there is a case that is necessary to collect, use or disclose personal information outside the Kingdom, the company must apply the same regulations as agreed within the Kingdom. In that, the company will strictly protect the personal information sufficiently, regardless of whether or not that country has laws or privacy requirements.

- 3.4 The company will maintain the security standards of personal information physically, including all appropriate techniques and organizations by checking the system to prevent external attacks, protecting the information of identity theft, loss, accidental loss, amendment unauthorized access, disclosure, copying and preventing any unlawful acts in accordance with the law currently in effect.
- 3.5 In the case where there's a violation of measures, causing the personal information leakage to the public, the company will immediately notify the owner as well as notifying the public for remedies. If it happens to be the company's deficient where damage arises out of usage or disclosure of personal information to third parties such as neglecting to log out of the Database or online social communication system by the actions of the data's owner or other persons with the data's owner consent, the company will not be held responsible for this matter.

4. Personal data collected must be accurate, updated, complete and not misleading.

5. Personal Responsibility

The company required all employees and departments related to personal information to be well aware and hold responsible for the collection, disclosure of personal information in strict accordance to the privacy policy. The company has appointed the Data Controller, Data Protection Processor and Officer to be responsible in assuring that the policy is effective.

6. Data owner's rights

The data's owner has the right to request for access to their personal information in which they could delete, destroy, and temporarily suspend the use as well as updating the information in accordance with the law regarding personal data. Unless these acts are contradicting with legal provisions, has impact on national security, affecting the country's economy and commerce and affecting the investigation of the officers or the trial and adjudication of the court or affecting the rights and freedom of others.

7. Penalties

Those who are responsible for the operation of any matters according to their duties, if found to ignore the order or not performing the duties will be considered as violating the policy and procedures of protecting personal information. That person will be subjected to disciplinary action according to the company's regulations in which the company will not compromise any offense that this person has done and must be punished by law for the offense that occurred. If such offense has caused any damages to the company and/or any other persons, the company may consider further legal procedures.