

Privacy Notice for Shareholders and Directors

Royal Plus Public Company Limited (hereinafter referred to as the “Company”) is committed to protecting the personal information of the shareholders and directors (collectively referred to as “you”) in accordance with the Personal Data Protection Act B.E. 2562

As provided in this notice of personal data protection policy, the company’s status is “data controller” according to the Personal Data Protection Act B.E. 2562, which collects, uses, or discloses your personal information in order to perform the duty to notify the personal data owner about the purposes of collecting the personal data on a lawful basis, the period of collecting personal data, disclosure of personal data, information about the personal data controller, and rights of the personal data owner according to Section 23 of the Personal Data Protection Act B.E. 2562. Therefore, the Company has issued a notice of personal information protection policy for the shareholders and directors with this issue, explaining the characteristics and rationale for collecting, using, and disclosing your personal information.

The Company may make amendments to this document as it deems appropriate and will notify you of such change of the revision. This notice of privacy policy is effective immediately on the date of its announcement.

1. Personal Data that the Company Will Collect

Personal data is information about an individual that enables an individual to be identified either directly or indirectly but does not include information about the deceased specifically. In particular, the company collects your personal information as follows:

1.1 Personal data include:

- 1) The company collects the personal data of shareholders, including proxy or assignee, when you are a shareholder, such as name, surname, address, telephone number, e-mail address, contact, nationality, occupation, date of birth, tax identification number, identification number, passport number, bank account number, number of shares, share certificate number, shareholder register, file or copy of a document identifying the identity of the shareholder, paying and receiving dividends, including any personal information related to the legal acts performed as a shareholder of the company.
- 2) The Company collects the personal data of directors and those who are nominated as directors as follows:
 - a. In the recruiting process, the Company will collect personal information from the identification card, passport, or a document issued by the government of each country that can use to verify identity, such as name, surname, gender, identification card number, passport number, photograph, date of birth, nationality, place of birth, and height.
 - b. For the person holding the position as a director, additional personal information will be collected, such as compensation, training, activities, marital status, information about spouses or cohabitants, children, parents, siblings, blood type, bank account number, e-mail address, educational background,

occupation, work history, directorship or holding a position in another company, attending the Board of Directors' meeting or sub-committees or shareholders, meeting minutes, director compensation, securities holding information, securities company name, the performance of directors, term of directors, registration of directors and other information as required by law.

- 3) IT access and usage information, computers, work systems, websites, applications, systems, networks, electronic devices, and e-mail systems to comply with the Company's information technology policy and related laws.
- 4) When you participate in any activities of the Company, the Company may collect additional personal data with your consent, and consider it case by case.
- 5) When you enter the Company's area that has installed CCTV Cameras, the Company will collect images from the Company's CCTV cameras but not the audio. The Company will label that CCTV cameras are used in the area.

1.2 Sensitive Personal Data include:

- 1) In the event of the of necessity for the Company to collect and process sensitive personal data to use accordingly objectives, such as:
 - ก. In some cases, the Company may collect your sensitive personal data through activities or that contact is not directly related to sensitive information. For example, the Company needs to use your ID card that contains religious information for your identity verification.
 - ข. Health information, such as food allergy information, personal disease information for use in various activities.
- 2) In case of necessity, the Company will process your sensitive personal data only with your express consent or for other purposes, as required by law. However, the Company will use its best efforts to provide adequate security measures to protect your sensitive personal data.

2. Processing Personal Data Purposes

2.1 To perform the contract in which the shareholders or the director is a party to the contract with the Company

2.2 To comply with the law, such as company management (forming a company, increasing capital, reducing capital, restructuring, changing registration transactions), shareholder meetings, nomination and directorship, board of directors meeting, management of rights and duties of directors and shareholders, dividend payment, accounting and audit reports, legal documents, delivery of documents or books, including other legal obligations of being a limited company.

2.3 For the legitimate interests of the company or others, such as company management, photographing, movie recording, including meeting audio attendance, meeting minutes, security, organizing an event, or updating any news or offers for the benefit of shareholders or directors, including for exercising legal claims.

2.4 To prevent and suppress danger to your or others' lives, bodies, and health, such as emergency contact, communicable disease control and prevention.

2.5 For the performance in carrying out missions for the Company public benefit or performing duties in the exercise of state powers that have been granted.

2.6 If you give your consent, the Company will process your personal data. The Company will notify you and request your approval from time to time. You can find more information about approval in Section 4 of this policy notice.

3. Changes in the Purpose of Personal Data Usage

The Company will use your personal information only for collecting purposes. If the Company has to use your personal data for other purposes, the Company will notify you as soon as possible.

4. Asking for Consent and Possible Effects of Withdrawing Consent

4.1 Whenever the Company collects and processes personal data with your consent, you have the right to withdraw your consent to the Company. This consent withdrawal will not affect the collection, use, disclosure, or processing of personal data for which you have given consent.

4.2 If you withdraw the consent you have given to the Company or refuse to provide certain information. It may result in the Company being unable to perform some or all of the objectives stated in this Policy Notice.

5. How Is Your Personal Data Collected?

The Company directly collects your personal information, including from government agencies, supervisory authorities, and publicly disclosed information.

The Company collects information about your website usage data through cookies. (Please refer to each company's Cookies Policy from which you access the website.)

6. Disclosure of Your Personal Information to Others

6.1 The Company may disclose and share your personal information with

- 1) Other people and juristic persons (“other person”) to collect and process personal data specified in this policy notice. For instance, government agencies, such as the Ministry of Commerce, the Court, and persons involved in litigation, related service providers, e.g. managing service providers, meeting, financial institution, professional service provider, and the people needed to enable action for collecting and processing personal data purposes as stated in this policy notice.

6.2 The Company will require the person receiving the information to take appropriate measures to protect your information and process such personal data only as necessary, and take steps to prevent the misuse or disclosure of personal information.

7. Security of Personal Data

7.1 The Company has technical security measures for your personal data that prevent collected personal data from accidental loss or has been unduly accessed, disclosed or altered, or without power.

7.2 The Company provides appropriate security measures. Accessing your personal data by employees, agents, contractors, or third parties is limited. The Company will only allow persons who need to access such personal data to perform their duties. If there are cases where a third party processes your personal data, the process will be under the Company's order. The Company will assign such third parties to have a duty to protect your personal information and comply with applicable personal data protection laws.

8. Personal Data Collection Period

8.1 The Company will keep your personal data for the period necessary to fulfill the purposes for each type of personal data unless the law allows for a longer retention period. If the period cannot be clearly stated, we will retain information for a period that may be expected per the collection's standard. (For example, the general legal age is maximum of 10 years.)

8.2 In the case of closed-circuit television cameras, we will collect information

- 1) in normal circumstances, your personal data may keep not exceeding than 30 days.
- 2) In cases of necessity, such as where it is necessary as evidence in an investigation, interrogation, or prosecution, or where the personal data owner requests, personal data may retain for more than 30 days. The Company will delete the data when the objectives are complete.

8.3 The Company provides an audit system for the deletion or destruction of personal data after the expiration of the retention period or unrelated or beyond the necessity to collect that personal data. The company provides an audit system for the deletion or destruction of personal data after the expiration of the retention period or not relevant or beyond the necessity of collecting that personal data.

8.4 If the Company uses your personal information with your consent, the Company will process such personal data until you request the cancellation of consent and the Company has completed your request, however, the Company will retain your personal data only necessary for a historical record that you have previously withdrawn your consent for the Company to be able to respond to your requests in the future.

9. Personal Data Owner's Rights

9.1 Under the conditions specified by the Personal Data Protection Act B.E. 2562, you have the following rights:

- 1) Your personal data that you give us for evaluation consent withdrawal
- 2) To request accessing and obtaining a copy of personal data concerning them is the responsibility of the personal data controller or apply to disclose the acquisition of your personal information.

- 3) To send or transfer personal data in electronic form as required by the Personal Data Protection Act to other parties.
- 4) To collect, use, or disclose personal information related to own self objection
- 5) To request the controller to delete or destroy or make personal data non-identifiable to the owner.
- 6) To request the controller for personal data using suspension.
- 7) To request the controller to ensure that the personal data is accurate, current, complete, and not cause misunderstandings.
- 8) To complain to the Personal Data Protection Directors if the Company or the processor of personal data, including employees or contractors of the company or the personal data processor, violates or fails to comply with data protection laws.

In this regard, the Company will consider the request to exercise such rights and notify the result of the consideration within 30 days from the date the Company receives such request under the Personal Data Protection Act and related laws.

9.2 You can exercise such rights by law by filling in the information and wishes in the request form or consent withdrawal request, which appears on the Company's website. You can begin exercising your rights when the Personal Data Protection Law applies to the Data Controller.

10. Information About the Data Controller or a Data Protection Officer

In the event that you have questions about the collection, use, or disclosure of your personal information, you can contact a Data Controller or a Data Protection Officer: DPO through the following channels:

1. Email to: napharat.p@royalplus.co.th
2. Contact the company's office (head office) on business hours: Monday – Friday 8.30 a.m.-5.30 p.m.

Location: No. 84/3-7 Rama II Soi 69, Samae Dam Sub-district, Bang Khun Thian District, Bangkok 10150

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