

PRIVACY POLICY

SCOPE

This Privacy Policy (“Policy”) outlines Kori Holdings Limited on compliance with the Singapore Personal Data Protection (No. 26 of 2012) ("the Act"). This Policy applies and issues to all divisions, subsidiaries, associated, related and affiliated companies and any entities within Kori Holdings Limited (collectively referred to herein as "**Kori**", "**Kori Group**", "**we**" or "**us**"). This Policy describes how we collect, use, disclose, process and protect your personal data.

Your use or continued use of the services in **Kori Group** shall be deemed as your acceptance and agreement to be bound by the provisions of this Policy.

This Policy supplements but does not supersede nor replace any other consent you may have previously provided to us in respect of your personal data.

1. COLLECTION AND USE

1.1. We may collect any of the following information from you which we require in order for us to provide our services to you, for a purpose authorized by you or for purposes that are reasonably appropriate:

- a. Full Name (as shown on NRIC)
- b. NRIC or FIN Number
- c. Passport Number
- d. Photograph, video, CCTV footage or/and any image form
- e. Mobile or/and Residential Contact Number
- f. Residential Address
- g. Personal Email Address
- h. Thumbprint
- i. Signature
- j. Character References
- k. Financial, banking and tax information
- l. Employment details
- m. Any other personal data available publicly
- n. Any other information that you choose to provide to us

1.2. Before you disclose to us the personal information of another person, you must obtain that person's consent to both the disclosure and the processing of that personal information in accordance with the terms of this Policy. Failure on your part to do so or to ensure that the personal data for another person is complete, accurate, true and correct may result in us being unable to provide you with the services you have requested or require.

2. DISCLOSURE TO THIRD PARTIES

We will not:

- a. disclose your personal information except to those to whom disclosure is necessary to provide our services to you and who are similarly bound to hold your data in confidence; or
- b. disclose your personal information unless required to do so by law or in the good faith belief that such disclosure is reasonably necessary: (i) for our professional advisers such as our lawyers (ii) comply with legal process such as if required by any court, tribunal, regulator, government department, agency, ministry, statutory board or relevant authority; (iii) respond to claims that any of personal data provided to us violates the rights of third parties; or (iv) protect our rights, property, or personal safety and that of our clients or the public.

3. SECURITY

To safeguard your personal information, all electronic storage, processing and transmission of personal information are secured with appropriate administrative, physical and technical security measures. We take reasonable efforts to maintain confidentiality and security of your personal data. However, no data transmission over the Internet can be guaranteed to be completely secure. As a result, while we strive to maintain highest standards of confidentiality and security of your personal data, we cannot warrant the security of any information you voluntarily transmit to us by email or from our website or other electronic means, and you are aware that you do so at your own risk.

4. RETENTION

We will retain your personal data for as long as it is necessary to fulfill the purpose for which it was collected, or as required for legal or business purposes. Any personal data which are no longer needed for business or legal purposes will be destroyed or anonymised.

5. TRANSFER LIMITATION POLICY

Kori Group shall not transfer your personal data outside of Singapore except in accordance with the requirements of the PDPA.

6. WEBSITE

- 6.1. Where you submit information through this website or to an email address provided at this website, you will be regarded as having agreed and consented to the collection, use and disclosure of all such information in the manner described in this Policy.
- 6.2. Information you have submitted will be used and disclosed generally only for the purpose requested, for example to periodically send you emails on the release of press releases, annual reports, sustainability reports, results; or where you have sent us a resume or similar information, to consider your suitability for employment or an alternative service arrangement by or with Kori Group.
- 6.3. Please be aware that this Website uses cookies to monitor browsing preferences and help analyze data about webpage traffic. We generally use such information for statistical analysis but may use it for other reasons in aggregated form or where we are not aware of your identity.
- 6.4. A cookie does not give us access to your computer or any information about you, other than the data you choose to share. Most internet browsers automatically accept cookies, but you can usually modify your browser settings according to your preference. If you choose not to accept cookies, you may not be able to experience all of the features of this website.

7. REVIEW AND CORRECTION

- 7.1. We may, upon written request, allow you to view stored personal information subject to legal requirements. We reserve the right to charge a reasonable administrative fee for this service. We will respond to such request within 30 days of receipt of your written request.
- 7.2. Kindly inform us in writing if any personal information which we hold about you needs to be corrected or updated.

8. WITHDRAWAL

You may at any time give us reasonable written notice of your withdrawal of consent to collect, use or disclose the personal information.

9. CHANGES TO PRIVACY POLICY

We will amend this Policy from time to time and the updated versions will be posted on our website and date stamped so that you are aware of when the Policy was last updated. We encourage all users to periodically review our website for the latest information on our privacy practices. Continued use of our services and website following the posting of changes to this Policy shall constitute your consent to such changes.

10. INQUIRIES

If you require more information relating to this Policy or require or access to correct or update your personal data or to withdraw your consent, please contact us at:

Data Protection Officer
11 Sims Drive #06-01
SCN Centre
Singapore 387385
Tel: 6844 3445
Email: hooi@kori.com.sg

11. GOVERNING LAW

This Policy and your use of this website shall be governed in all respects by the laws of Singapore.