



Goodyear (Thailand) Public Company Limited
 50/9 Moo 3, Paholyothin Road KM 36,
 Klong Nueng Sub-District, Klong Luang District,
 Pathumthani 12120, Thailand.
 Registration No. 0107537001188
 Tel. +66 2909 8080

บริษัท กู๊ดเยียร์ (ประเทศไทย) จำกัด (มหาชน)
 50/9 หมู่ที่ 3 ถนนพหลโยธิน ก.ม. 36
 ตำบลคลองหนึ่ง อำเภอคลองหลวง
 จังหวัดปทุมธานี 12120
 ทะเบียนเลขที่ 0107537001188
 โทรศัพท์ 0 2909 8080

PRIVACY POLICY FOR EMPLOYEES GOODYEAR (THAILAND) PUBLIC COMPANY LIMITED

We, Goodyear (Thailand) Public Company Limited (the “**Company**,” “**we**,” “**us**,” “**our**,” or “**ours**”), values your right in respect to your Personal Data, and we are committed to the responsible collection, use, and disclosure (“**process**” or “**processing**”) of your Personal Data. We have adopted this Privacy Policy (“**Privacy Policy**”) to explain the Processing of your Personal Data under Thailand’s Personal Data Protection Act B.E. 2562 (2019) (“**PDPA**”).

The Company recommends you read and understand this Policy where it relates to you. The content of this Privacy Policy is as follows.

1. Application of this Privacy Policy

This Privacy Policy applies to you if you are an employee of the Company, whether being a permanent employee, temporary employee, or former employee (“**Employee**”), as well as any persons, which are relevant to the Employees, such as relatives, spouse, family members, or emergency contact persons (“**Associated Person**”).

2. Key Definitions

“**Personal Data**” means any information relating to a natural person that enables such person to be identified, whether directly or indirectly, but not including the information of a deceased person in particular.

“**Sensitive Personal Data**” means any Personal Data as described in Section 26 of the PDPA, as amended from time to time, as well as any other applicable laws and regulations, which includes Personal Data pertaining to race, ethnicity, political, religious, or philosophical beliefs, sexual behavior, criminal records, health data, disability, labor union, genetic data, biometric data, or any other data that may similarly affect data subjects.

“**PDPA**” means the Personal Data Protection Act B.E. 2562 (2019), as amended from time to time, as well as any subordinate laws issued by virtue of the PDPA.

“**PDPC**” means the Personal Data Protection Commission.

3. The Types of Personal Data that We Process

In general, the Company will collect and process the following types of the Personal Data:

Types of Personal Data	Example of the Personal Data
Identification and contact information	Full name, date of birth, address, office telephone number, mobile phone number, email address, place of work, employment status, occupation, work position, identification card number, passport number, photographs
Information about your qualifications and work experience	Your educational background, work experience, previous job resignation(s), and any information that appears on your School/University Certificates, certificates of academic or language competence,



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Types of Personal Data	Example of the Personal Data
	professional license(s), and other certificates and references.
Personal information that appears on your job application	All Personal Data which is indicated in your job application, including, but not limited to, your name and surname, home phone number, mobile phone number, email address, educational background, work experience, previous positions and workplaces, special qualifications, photographs, gender, weight, height, current address, information about training, seminars, and activities that you attended, skills, and other Personal Data that appears on your job application
Employment related information	Your employee number, position, job description, chain of command, working hours, employment terms and conditions, work email address, office phone number, benefits and welfares, etc.
Information obtained during the course of your employment	Information obtained from the building monitoring and control system, CCTV cameras, and other Personal Data that you provided, or will provide, to the Company during the course of your employment, to the extent that it is not contrary to the law, etc.
Financial Information	Your bank account number, information about the payment of the salary and other benefits to you, social security, provident fund, taxes, and beneficiaries, etc.
Performance information	Time records, evaluations, feedback, information about work rules or your complaints, annual leave, sick leave, absence, information about workplace and occupational safety, risk monitoring and assessments, etc.
Personal Data of Associated Persons	For example, full name, address, email address, mobile phone numbers, or other information of your previous supervisor, parents, children, persons to contact in case of emergency, and/or any other persons, etc.
Sensitive Personal Data	<p>Your health information and criminal record, which are necessary for the Company to record your background, ensure that you maintain your qualifications, and to provide benefits and welfares to you (such as health insurance and medical expense reimbursements).</p> <p>In the case where the Company collects a copy of Thai identification card, which contains religion and/or blood type data, which are considered as Sensitive Personal Data under the PDPA.</p>



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Types of Personal Data	Example of the Personal Data
	<p>In this regard, the Company does not have an intention to collect or process such Sensitive Personal Data, which is appeared on the copy of my national identification card, i.e., religion and/or blood type. Therefore, unless the copy of the Thai identification card is to be passed to local authority (ies) as required by law or such authority (ies), the Company requires you to omit, blind or cross out the information about my religion and/or blood type, before surrendering/ providing a copy of the Thai identification card to the Company.</p> <p>In the case where the full copy of the Thai identification card is collected, whereby the Sensitive Personal Data still appears on such Thai identification card, the Company may, at any time, blind or cross out the information about my religion and/or blood type from such document in order to comply with the PDPA that requires the Company to collect personal data to the extent that is necessary and relevant for its business operations.</p>
Information as required by law	Any information required by the applicable laws, which the Company shall comply with.
Legal claim related information	Any information, which may be necessary for the Company to establish, exercise, comply, or defense any legal claims

In the case where the Company will collect the Personal Data other than those proscribed in this Privacy Policy, the Company will inform you about the collection or the processing of the Personal Data and may request for your consent (if required), in accordance with the conditions prescribed by the PDPA.

4. The collection of your Personal Data

In general, the Company will collect the Personal Data directly from you during job application process, and throughout the course of your employment, through email, in person, phone calls, or via any other internal communication channels.

The company may also collect your Personal Data from other sources, such as the hospital where you undertake a health examination or receive medical services.

For the Associated Persons, we normally collect the Personal Data of the Associated Persons from our Employees during their employment.



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5. Purposes for Processing your Personal Data

In general, we will process your Personal Data for the following purposes:

Purposes	Details
<p>To prepare and enter into an agreement with the Employee</p>	<p>Your Personal Data is necessary for the Company to enter into an agreement with you.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Identification and contact information • Information about your qualifications and work experience • Personal information that appears on your job application • Financial Information • Personal Data of Associated Persons • Sensitive Personal Data, i.e., religion and/or blood type data in the Thai identification card (if required). <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legitimate interest • Contractual obligation • Explicit consent (for the processing Sensitive Personal Data) <p><u>Remark:</u> If you do not provide any Personal Data that is necessary for entering into a contract, we may not be able to enter into a contract with you or the entity you represent, nor to execute or perform our obligations as specified under the said contract (either in whole or in part).</p>
<p>To verify a person or his/her authorization</p>	<p>Before entering into an agreement with you, the Company may need to undertake a process for verify your identity.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Identification and contact information • Sensitive Personal Data, i.e., religion and/or blood type data in the Thai identification card (if required) <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legitimate interest (for the processing of the general Personal Data)



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Purposes	Details
<p>To perform the Company's obligations under the employment agreement between the Company and the Employee.</p> <p>For example, the Company may need to use your Personal Data to arrange for the payment of salary, remunerations and/or incentives to the Employees.</p>	<ul style="list-style-type: none"> ● Explicit consent (for the processing Sensitive Personal Data) <p>Your Personal Data is necessary for the Company to perform obligations under employment agreement or within the legal relationship between the Company and you.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> ● Identification and contact information ● Information about your qualifications and work experience ● Personal information that appears on your job application ● Employment related information ● Information obtained during the course of your employment ● Financial information ● Performance information ● Personal Data of Associated Persons ● Sensitive Personal Data, i.e., religion and/or blood type data in the Thai identification card (if required), health information. <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> ● Contractual obligation ● Explicit consent (for the processing Sensitive Personal Data) <p><u>Remark:</u> If you do not provide any Personal Data that is necessary for performing our obligations under the contract, we may not be able to perform our obligations as specified under the said contract (either in whole or in part).</p>
<p>To enable the Company's management in relation to human resources.</p> <p>For example,</p> <ul style="list-style-type: none"> ● Create a new employee account and profile; ● Prepare and maintain organization chart for the purpose of manpower planning; 	<p>The Company will need to process your Personal Data for the management of the Company's general administration and human resources.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> ● Identification and contact information ● General employee information ● General information obtained during the course of your employment ● Financial Information ● Employment related information ● Performance information



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Purposes	Details
<ul style="list-style-type: none"> • Prepare and maintain list of employees for contacting purposes; • Record employees' leaves, both via online channel and in the form of hard copy; • Set up the office phone and phone email for each of the employees to be used for communication purpose; • Arrange and provide employees with business cards; • Proceed with the request of the employees to resign from Goodyear; • Accommodate the Employee to apply to be a member of the cooperative; • Accommodate the Employee to conduct any acts with the cooperative; • Conduct performance assessment; and • Other management matters, such as insurance planning, prepare a hiring and training plan, promotion, transfer, relocation, manpower planning, future offers, awards, preparation of a list of remunerations (such as fleet card or registration of saving cooperative), work evaluation, internal reporting, data analysis, monthly and daily hiring management, as well as provisions of work-related arrangements such as to arrange for flights, accommodation, and/or visa, as necessary. 	<ul style="list-style-type: none"> • Personal Data of Associated Persons <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legitimate interest
<p>To proceed with the operation of business of the Company and to enable the employees' performance of work.</p>	<p>In operating the business of the Company, your Personal Data may be processed as part of our usual business operation, and work management.</p> <p><u>Types of Personal Data Processed</u></p>



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Purposes	Details
<p>For example,</p> <ul style="list-style-type: none"> the Company may need to use the Employee’s Personal Data to contact and enter into a transaction with a third party; and Record of fleet test drivers’ Personal Data, e.g., GPS location data and video of passenger room for safety of fleet test drive 	<ul style="list-style-type: none"> Identification and contact information General employee information General information obtained during the course of your employment Sensitive Personal Data, i.e., religion and/or blood type data in the Thai identification card (if required) (if any) <p>Lawful basis</p> <ul style="list-style-type: none"> Legitimate interest Explicit consent (for the processing Sensitive Personal Data)
<p>To provide benefits and welfares, as well as supporting the Employee during the employment period.</p> <p>For example,</p> <ul style="list-style-type: none"> Assist the expat to obtain the tax ID number; Arrange to obtain the visa and work permits for expats; Arrange for procuring life insurance policies for employees; Arrange for procuring health insurance policies for employees’ family members; Arrange for issuance of fleet cards for employees; Provide trainings to employees, both in house and external trainings; Proceed with employees’ request to reimburse expenses spent while performing works, including postage fees, product fees, and transportation costs; Support the employees’ request for sick leaves; and arrange for the employees’ request to reimburse medical expenses from the insurance company. 	<p>It may be necessary for the Company to process the Personal Data of employees and their Associated Persons, such as family members, to provide benefits, welfares, and other supports, during the employment period.</p>



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Purposes	Details
<p>To communicate, contact, and coordinate</p>	<p>The Company will need to process your Personal Data in order to communicate, contact, or coordinate with you.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Identification and contact information • Employment related information <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legitimate interest
<p>To ensure safety at our branches, premises, or other properties of the Company</p>	<p>In order to ensure safety at our branches, premises, or other properties of the Company, as well as life and body of our employees, contractors, customers, and any visitors, including you, the Company has installed CCTV cameras around our premises, whereby your pictures, videos, and sound may be recorded when you visit such locations.</p> <p>In addition, when you visit our office, factories, or premises, you may be required to identify yourself before entering our buildings.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Identification and contact information • Information obtained during the course of your employment • Sensitive Personal Data, i.e., religion and/or blood type data in the Thai identification card (if required) <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legitimate interest (for the processing of the general Personal Data) • Explicit consent (for the processing Sensitive Personal Data) <p><u>Remark:</u> If your copy of Thai ID card is required when accessing our premises, the Company will request for your consent at that time, unless the consent is not required by law.</p>
<p>To comply with laws</p> <p>For example,</p> <ul style="list-style-type: none"> • Arrange for registration of a new employee with the Social 	<p>The Company may be required to process your Personal Data for complying laws, regulations, orders, notifications, or other rules issued by authorities. For example, complying with the PDPA by fulfilling your requests in respect to your Personal Data, or</p>



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Purposes	Details
<p>Security Office (SSO), and proceed to comply with relevant law;</p> <ul style="list-style-type: none"> • Arrange to comply with the withholding tax payment with the Revenue Department; • Provide trainings to the employees as required by the Skill Development Act B.E. 2540, as amended, and to submit training reports to the Department of Skill Development as required by law; and • Provide prior termination notice to the employee as required by law 	<p>complying with labor laws, such as laws concerning social security, or laws related to public limited company.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Identification and contact information • Employment related information • Financial Information • Information as required by law <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Legal obligation <p><u>Remark:</u> If you do not provide any Personal Data that is necessary for compliance with the law, which is applicable to us, we and/or you may be unable to comply with the laws, and that may affect the necessary processing of your Personal Data as well as may result in the violation of applicable law.</p>
<p>To establish, exercise, comply or defend legal claims</p>	<p>Your Personal Data may be processed as part of the establishment, exercising, compliance or defense of legal claims.</p> <p><u>Types of Personal Data Processed</u></p> <ul style="list-style-type: none"> • Any information as required by law <p><u>Lawful basis</u></p> <ul style="list-style-type: none"> • Establishment of claims

6. Disclosure of Your Personal Data

In processing Personal Data for the above purposes, it may be necessary for us to disclose your Personal Data to third parties, as follows:

- to any of the Company’s affiliates or group companies, both within and outside Thailand, for the purpose of internal management and administration work, and for other purposes as identified in this Privacy Policy;
- to third party vendors who provide services to the Company, including payroll service providers, insurance companies, hospitals, hotels, travel agency, and audit companies;
- to any competent regulatory, prosecuting, tax or governmental agencies, courts or other tribunals in any jurisdiction, including, without limitation to, the Revenue Department, the Social Security Office, the Ministry of Commerce, the Securities and Exchange Commission, the Stock Exchange of Thailand, and the Royal Thai Police;
- to commercial banks and financial institutions;
- to general counsels, advisors, auditors, and other experts such as legal counsel;



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- (f) to any other person to whom you give consent for the collection of your Personal Data from us;
- (g) to third parties in connection with a change of ownership in the Company, or any of its assets or properties; and
- (h) to any other persons or entities to whom the Company is required to make disclosure by applicable law, or whom the Company is permitted by to disclose your Personal Data.

7. The Cross-Border Transfer of The Personal Data

The Company regularly transfers, discloses, and give access of your Personal Data to its affiliates and group companies, and in certain circumstances, to third parties (e.g., service providers), located outside Thailand, which may have different data protection standards to those prescribed by the data protection authority in Thailand.

Notwithstanding that, the Company will ensure that it will protect your Personal Data by implementing adequate personal data protection standards for the transfer of your Personal Data outside Thailand, as prescribed under the PDPA.

8. Retention of the Personal Data

The Company retains your Personal Data for as long as it is necessary to fulfil the purposes for the processing of Personal Data, as described above. However, in general, the Company will retain your Personal Data for ten (10) years after the cessation of our contractual relationship, your resignation or termination of employment.

We may retain your Personal Data longer than the above period, only as otherwise permitted or specified by the applicable law.

9. Your Rights to Personal Data

You have the following rights with respect to your Personal Data:

- (a) To withdraw your consent, or to request a change to the scope of your consent;
- (b) To request that we confirm to you whether we have in possession any Personal Data that is related to you, to access or to obtain a copy of any such Personal Data, to request information about how we have processed or are processing your Personal Data, and to request that we disclose the source(s) of your Personal Data which has been obtained without your consent;
- (c) To request that we correct any Personal Data that is related to you;
- (d) In certain circumstances, to request that we delete or destroy your Personal Data;
- (e) In certain circumstances, to request to object the Processing of your Personal Data;
- (f) In certain circumstances, to request that we transfer your Personal Data; and
- (g) In certain circumstances, to request suspension of the Processing of your Personal Data.



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We reserve the right not to comply with your request if this is appropriate, and as permitted by the applicable law.

In addition to the rights above, you have the right to file a complaint in relation to our Processing of your Personal Data with the expert committee, in accordance with the procedures set out in the PDPA.

As far as permitted by the applicable law and regulations, we may be entitled to charge reasonable expenses incurred in respect to handling any of the above requests.

10. Contact Goodyear

If you have any inquiries in relation to your Personal Data, or you would like to exercise any of your Data Subject Rights, you may contact us at:

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50/9 Moo 3, Phaholyothin Rd. (KM. 36), Tumbol Klongnueng,
Amphur Klongluang, Pathumthani 12120

Tel: +66 (0) 2909 8080

Email Address: gyth_dpo@goodyear.com

11. Changes to this Privacy Policy

The Company reserve the right to amend, change, or update this Privacy Policy from time to time. In the event that the amendment, change, or update will affect the purposes for which your Personal Data has originally been collected, the Company will notify you about such changes, and obtain your consent (if required by law), prior to such changes becoming effective.

Version: 1/2022

Latest update: May 25, 2022