

HARN LEN CORPORATION BHD
2000010000001(502606-H)

PERSONAL DATA PROTECTION NOTICE

This Personal Data Protection Notice (“Notice”) sets out how Harn Len Corporation Bhd and its subsidiaries, associates companies and joint ventures (hereinafter refer to “Harn Len Group” or “Group”) collects, uses and protects your Personal Data which you have provided to the Harn Len Group. By providing your Personal Data to the Group, you hereby consent to the processing of your Personal Data by the Group for the purposes including but not limited to sale and purchase of goods, services and credit facility.

1. PERSONAL DATA

- 1.1 The “Personal Data” that you provide or have provided to the Harn Len Group includes but not limited to your name, age, gender, date of birth, nationality, contact details, address, phone numbers, email address, NRIC number, passport number, company number, card number, bank account information, family information, occupation and etc.
- 1.2 In addition to the Personal Data that you provide to the Group directly, the Group may also collect your Personal Data from various other sources, including without limitation, from online search tools, information obtained from third parties through lawful sources including but not limited to financier(s), company secretary, lawyer(s), the government or semi or quasi government department(s) or agency(ies) such as Companies Commission of Malaysia, National Registration Department of Malaysia, Department of Insolvency Malaysia and CTOS Data Systems.
- 1.3 In respect of personal data of third parties such as your parent company, related companies, subsidiary companies, associate companies, you warrant that you have obtained their consent allowing us to process their personal data and you will extend a copy of this Notice to them.

2. PURPOSE OF PROCESSING PERSONAL DATA

- 2.1 By providing your Personal Data to the Group, you hereby agree and consent to the Group using and processing your Personal Data provided to the Group, in the manner and for the purposes as described below:
- (1) for the purpose of sale and purchase of goods;
 - (2) for preparing any document or instrument which may be required for the purposes set out in sub-paragraph above and such other ancillary work in connection with sub-paragraph (1) above, including but not limited to, preparing the necessary quotations, delivery orders, invoices and statements;

- (3) to provide such necessary information to our accountant(s), auditor(s) and lawyer(s) for such other ancillary work in connection with sub-paragraph (1) above;
 - (4) for the Group to communicate with you; and
 - (5) any other relevant purposes in undertaking ordinary course of our businesses.
- 2.2 It is voluntary for you to supply your Personal Data to the Group. However, if you do not wish to provide your Personal Data, the Group may not be able to supply and deliver the goods and/or provide the services that you require effectively.
- 2.3 The Group may also use and process your Personal Data for potential referees to potential clients who request for referees of past work in our credential statements, tenders and submissions. If you do not agree or consent to the Group processing your Personal Data for the purposes set out in this paragraph 2.3, please notify the Group by contacting the Group via contact details set out in paragraph 5.1 below.

3. DISCLOSURE OF PERSONAL DATA

- 3.1 Your Personal Data provided to the Group or obtained by the Group shall be kept confidential by the Group. However, it may be necessary for the Company to engage third party companies, service providers or individuals to perform certain services on the Group's behalf. In such event, you hereby agree and consent that the Group may disclose and transfer your Personal Data to the third parties, within or outside Malaysia, including without limitation, as follows:
- (1) banks and financial institutions;
 - (2) insurance providers;
 - (3) supplier(s);
 - (4) logistic companies; and
 - (5) such other party as the Group deems necessary for the purposes mentioned in paragraph 2 above.
- 3.2 The Group shall also disclose and transfer the information to any statutory bodies, regulatory bodies and/or governmental authorities where legally required to do so.

4. EMAIL AND WEBSITE

- 4.1 Any Personal Data contained in the emails and "Contact Us" messages sent via the Firm's Website to the Firm shall be used and processed in the manner set out in this Notice. The content of the messages shall be strictly monitored by the Group.

- 4.2 If you do not wish for your Personal Data to be collected via cookies on the Website, please configure your internet browser to delete or deactivate cookies.
- 4.3 The Group's Website may contain links to other sites and pages not owned by the Group. The Group shall not be responsible for any Personal Data or information that you may provide to other entity via the links.

5. REQUEST FOR ACCESS AND INQUIRIES

- 5.1 You may at any time hereafter request for access to, or request for rectification or correction of your Personal Data (subject to payment of fees, if applicable), or limit the processing of your Personal Data by the Group, as the case may be, however subject to the exceptions and restrictions as may be contained under the applicable law. If you wish to do so, please contact:

HARN LEN CORPORATION BHD (502606-H)

6th Floor, Johor Tower
15 Jalan Gereja
80100 Johor Bahru
Johor Darul Takzim, Malaysia
Tel : 07 – 2221777
Fax : 07 – 2249213
Email : general@harnlen.com.my

You may also contact the Group via the above contact details if you have any inquiries or complaints in respect of your Personal Data provided to the Group.

- 5.2 Please note that the Group has the right to refuse your request to access and/or make any correction to your Personal Data to the extent permitted under the applicable law.

6. GENERAL

- 6.1 The Company reserves the right to amend or modify this Notice from time to time.