

DATA PRIVACY NOTICE

We, at Bollore Logistics Philippines, Inc (“Bollore”) value your privacy and we are committed to comply with the Philippine Data Privacy Act of 2012 (the “DPA”) and its Implementing Rules and Regulations and related issuances of the National Privacy Commission. To protect and safeguard your privacy, we will handle your personal data in strict compliance with the DPA.

With this Privacy Notice, we wish to explain to you how we will collect and use your personal information when you transact business with Bollore Logistics Philippines, Inc. We periodically update this notice to ensure that our practices and policies remain compliant with applicable laws.

WHO IS RESPONSIBLE FOR PERSONAL DATA?

We, BOLLORE LOGISTICS PHILIPPINES, INC. are the responsible controller of any personal data you provide to us.

WHAT CATEGORIES OR TYPES OF PERSONAL DATA DO WE COLLECT?

BOLLORE will only collect your basic personal data required for us to be able to conduct business with you. This may include the following:

- Your name, job title, residential and office address, telephone number, e-mail address and other contact details and government identification details

- Your mobile device number, mobile device unique identifier and the IP address of your computer when you access our website and other online platforms and tools;

- For security reasons, your image and video will be captures and stored by our CCTV cameras when you enter any of our premises

- For job applicants or employees, you nationality, gender, marital status, health records, data and place of birth, blood type, emergency contact details, educational and professional background and professional certifications;

- Business related data which may include financial information and bank details, information on purchases and other business activities which you may voluntarily provide to us.

- Our website uses cookies and analytical tools, please visit our website to learn more about these tools.

HOW DO WE COLLECT PERSONAL DATA?

We only collect personal data if there is a reasonable and legitimate business purpose. We also get your consent before we process, except in cases where consent is not necessary under the DPA.

We may collect personal data directly from the information you provide to us such as when you:

- Use, inquire or avail of our products and services, or if you want to be our business partner

Join our promotions, website, surveys, meetings, forums or answer our feedback forms
Receive any marketing, promotional, mailing lists or other types of communications
Interact with us during recruitment or other HR related activities
Interact with our staff or employees.

When you apply for employment and/or accept our job offer.

In the course of using our website and electronic platforms: Third Party web analytics tools, including those of third parties, that use cookies to collect anonymous information and data generated in connection with your activities when you visit the pages and our network of websites.

We may also receive information about you from publicly and commercially available sources. We may also obtain your personal information from third parties and other sources which have obtained your consent for such disclosure or where it is lawfully permitted on our part to acquire such information.

WHY DO WE PROCESS PERSONAL DATA?

We use your personal data for providing you with our products and services, or for fulfilling our business transactions, or for fulfilling our obligations to you as your employer.

To enable us to fulfill our obligations to you, we keep records of your business and transactions with us. If you do not provide us with the necessary personal information, we may be unable to provide you with your requested services or we may not be able to fulfill our business transactions.

WHO WE SHARE YOUR PERSONAL DATA WITH?

We may need to disclose or transfer your personal data to third parties, within or outside the Philippines, to carry out our business transactions. These third parties may include our parent company, investors, business partners, service providers, other parties in connection with corporate transactions and other parties with your consent or at your direction. We will retain control of your personal data and will remain responsible to you when engaging service providers. We assure you that should there be a need to transfer or disclose your personal data to third parties, the same is protected by contractual or other reasonable means. We handle your personal data in the same way that we handle our own confidential information.

HOW LONG DO WE RETAIN YOUR PERSONAL DATA?

We will hold your personal data for as long as necessary to be able to provide you with the services, products or information which you have requested and to administer our business relationship. If you have asked us not to communicate or to withdraw your personal data, we will hold this information for as long as required to comply with your request. Please note that we are also required to keep your personal data for certain periods under applicable laws and internal retention policies. Your data will be deleted when it is no longer required for the aforementioned purposes. You may also withdraw your consent for us to process your personal data by submitting

to us your written request to withdraw. However, this will mean that you may not be able to use our access our products and services.

HOW DO WE PROTECT YOUR PERSONAL DATA?

We have in place reasonable and appropriate organizational, physical and technical measures. Further, we train our employees on how to properly handle your personal data.

To protect your information, below are some of the safeguards that we are implementing:

1. Access and use your personal information only to the extent necessary in order to fulfill our obligations and business transactions;
2. We use a secured server maintained with firewall, encryption, anti-virus, and other appropriate security controls;
3. We restrict access to your information to only authorized personnel who will handle it with strict confidentiality;
4. Undergo regular audits internally to ensure that your personal information is secured and security controls are effective;
5. We continue to determine other security, organizational, and physical measures that we may be introduce in the future to further strengthen the protection and security of your personal information.

The above security measures are intended to minimize our risks for accidental losses, destruction, unlawful access, fraudulent misuse, alteration or contamination of your personal data.

HOW TO EXERCISE YOUR DATA PRIVACY RIGHTS.

Your rights as a data subject is important to us. You have the right to ask for a copy of any personal information we hold about you, as well as ask for correction. For data privacy concerns and/or feedback regarding this privacy notice, please submit your written request to our Data Protection Officer who may be reached at ph.dpo@bollore.com