

Personal Data Protection Policy

Tat Hong Holdings Ltd (the “**Company**”, and together with its subsidiaries, the “**Group**”) is committed to protecting the personal information that has been entrusted to us and recognise that it is our responsibility to appropriately manage, process and protect your Personal Data. We conduct our business in compliance with Singapore’s Personal Data Protection Act 2012 (the “**PDPA**”) as well as similar legislations in countries where the Group has operations.

By interacting with us or providing your data to us, you agree to us collecting, storing, processing, using and disclosing your data to our external third parties including authorised service providers and regulatory bodies in the manner as set forth in this policy.

Our Personal Data Protection Policy (the “**Policy**”) aims to assist you in understanding how we collect, use and/or disclose the Personal Data that you have provided us.

Definition

Under Singapore's [Personal Data Protection Act \(PDPA\)](#), "Personal Data" is any information, accurate or not, about an identifiable individual, whether alone or combined with other information to which the organization has or likely has access.

Types of Personal Data we collect

We do not collect or use Personal Data indiscriminately or without purpose and will properly destroy the Personal Data once there is no business or legal purpose for them.

Some examples of data that the Group may collect include:

1. Identification information (name, address, identification number, phone number, email, employer’s name, job title, photographs, medical history etc)
2. Transaction information (goods purchased, services provided, etc)
3. Commercial account and credit information (bank account details, credit terms granted, etc)
4. Shareholders’ and noteholders’ information (name, address, securities account number, number of shares/notes held, etc)
5. Publicly available information about individual business activities

How and why your information is collected

Information is collected both in oral or written form and by electronic means when you contact us or when we provide goods and services to you.

The data we collected may be used for a variety of purposes including:

1. To establish your identity while conducting business transactions or when you seek employment with any of the business entities in the Group
2. To send you information about our products and services
3. To provide technical support and other services
4. To facilitate payments and other financial transactions
5. To comply with any legal, regulatory and other obligations

Safeguarding your information

The Group has taken appropriate technical and organisational measures to protect Personal Data against accidental or unlawful destruction or accidental loss, alternation, unauthorised disclosure, or access and against all unlawful forms of processing. These measures include, but not limited to, employee confidentiality policies, password security access to all our computer systems, firewall protection and restricted access to certain information by the employees. Notwithstanding that the Group has taken appropriate steps to safeguard the information entrusted to us, it does not

necessarily prevent inadvertent disclosure of personal information to unauthorised third parties due to inherent limitations and/or any unidentified gaps that may arise from the constantly changing internet security technology.

We may share your Personal Data with external third parties including:

1. Government agencies and other non-government regulatory authorities
2. Lawyers, accountants, auditors and other advisors of the Group
3. Third party service providers who have been contracted by the Group to provide certain goods and services
4. Any agents acting on the Group's behalf

Keeping your Personal Data up to date

We endeavour to ensure that all Personal Data we have about you is accurate and up to date. We understand that this information changes from time to time and we encourage you to contact us as soon as possible about any changes for us to update any Personal Data we have about you. Incomplete or outdated Personal Data may hinder our inability to provide you with products and services you may have requested.

Our website

We use cookies in our website to improve our web visitors' experience. Cookies do not collect Personal Data but certain information such as user's service address, country of origin, user's name and password (if used for registration to access a secured part of our website), date and time of visit, pages accessed etc may be captured when browser is used.

Contacting us

For any feedback or questions about our Personal Data Protection Policy, please contact us at:

The Compliance Officer
82 Ubi Ave 4 #05-01
Edward Boustead Centre
Singapore 408832
Email : complianceofficer@tathong.com.sg