

#### (Translation)

## **Personal Data Protection Policy**

#### 1. Principles and reasons

R&B Food Supply Public Company Limited is aware of the importance of personal information and other information related to the privacy of individuals involved in business and society. By giving importance to basic rights according to the Constitution of the Kingdom of Thailand. By various persons in accordance with the law and to give persons who own personal information confidence and confidence in R Company. & B Food Supply Public Company Limited would like to make a commitment to comply with The Personal Data Protection Act 2019 and international legal principles relate to the protection of personal data to ensure transparency and Collection responsibility use, disclose or process in various processes correctly. Therefore, we have announced a policy to protect personal data according to the content and importance of this issue.

#### 2. Objective

For R & B Food Supply Public Company Limited and its subsidiaries to comply with Personal Data Protection Act 2019 and international legal principles regarding personal data protection correctly and methodically.

#### 3. Scope of application

The scope of enforcement of this Personal Data Protection Policy is based on laws, international principles, and good practice principles. The contract between the parties and R & B Food Supply Public Company Limited shall apply to those who have a relationship with the company in the future, present, and past who have time or conditions that must be enforced according to this policy. Whether in the nature of any action The scope of enforcement applies to relationships for individuals or juristic persons related to R&B Food Supply Public Company Limited that have the following related characteristics:

1) Partners or business partners in the form of a natural person or juristic person that has a legal or contractual relationship with R&B Food Supply Public Company Limited



2 ) Employees, operators, employees or direct or indirect subordinates of R & B Food Supply Public Company Limited.

3 ) Directors, attorneys, representatives, agents, shareholders, or any other persons who have such relationships in legal entities, groups, associations, or others related to R&B Food Supply Public Company Limited.

4) Consumers of products, whether direct or indirect, of R & B Food Supply Public Company Limited.

5 ) Visitors or users of the website or applications, devices, or various direct, indirect, and electronic channels of R & B Food Supply Public Company Limited.

6) Other persons, whether natural persons or juristic persons, who collect, use or disclose personal information of R & B Food Supply Public Company Limited or information according to items 1 - 5 at R & B Food Supply Company . Supply Public Company Limited receives, whether it is the nature of the job applicant, the family of the official, the guarantor or the beneficiary of the insurance policy, etc.

## 4 . Conditions and duration for collecting, using, and disclosing personal information

R&B Food Supply Public Company Limited will collect personal information throughout the period that a natural person or juristic person continues to have a relationship in accordance with the scope of enforcement. in this personal data protection policy or according to the contract period or other conditions, both according to international practices and laws, with the principles and origins of setting the time frame as follows:

4.1 According to the specific legal framework, such as the Computer Crime Act 2007 or the Revenue Code, the time period that the person is bound by other specific laws, etc.

4.2 If there is no law specifying that it must be in accordance with international law principles Or if there is no international legal basis, then it must be in accordance with trade principles or good practices according to relevant international standards.



R&B Food Supply Public Company Limited will investigate the issue. Follow international standards and review information to keep it current. According to the law and principles And if there are any changes to policies, conditions or important matters, R & B Food Supply Public Company Limited will inform those involved in accordance with the law. and good practices

## **5**.Definition

"Personal Data Protection Policy" means the policy that R&B Food Supply Public Company Limited has prepared for enforcement . and published both internally and externally Know how to do it and principles for complying with the Personal Data Protection Law 2019 of the Kingdom of Thailand and international practices

"Announcement" means an announcement that the Personal Data Protection Officer uses the authority to publish content by virtue of Powers according to this Personal Data Protection Policy

"Order" means an order that the Personal Data Protection Officer uses the power to order and publish content by virtue of the announcement or this Personal Data Protection Policy .

"Personal data" means information that can identify the owner of the personal data or may be able to identify the owner of the data, whether directly or indirectly.

"Personal data controller" means a person or juristic person who has the authority to make decisions regarding the collection, use, or disclosure of personal data.

"Personal data processor" means a person or legal entity that collects, uses, or discloses personal data according to orders or on behalf of R&B Food Supply Public Company Limited. In the form of an agent or otherwise

"Natural person" means a natural person who has personal legal rights. Civil and Commercial Code of the Kingdom of Thailand

"Juristic person" means a juristic person who has legal rights in the form of a person. Civil and Commercial Code of the Kingdom of Thailand "Sensitive personal information" means personal information that is sensitive and at risk of unfair discrimination. According to the Personal Data Protection Act 2019, Section 2, Section 2, Section 26

"Company" means R & B Food Supply Public Company Limited. "Affiliated company" means a company under the control of R & B Food Supply Public Company Limited, which has Section 14 (4) of the law. and Section 114 (1) of the Public Limited Companies Act B.E. 2535 or in accordance with the announcement of the Securities and Exchange Commission. or other laws stipulate

"Personal data processing" means any operation with personal data such as collecting, collecting, recording, copying, organizing, preserving, updating, changing, using, retrieving, disclosing, forwarding, publishing, transferring, combining, deleting, destroying or doing anything else that is relevant. with personal data according to the meaning of this personal data protection policy

"Executive" means an official who has authority to act or who has authority to act on behalf of which is legally binding and rules and regulations to R&B Food Supply Public Company Limited

"Personal Data Protection Officer" means the appointed Personal Data Protection Officer. According to the appointment order from the highest authority of R & B Food Supply Public Company Limited.

## 6. Roles and responsibilities

The company has defined the roles and duties of individuals. or various juristic persons To have the following powers

#### executive

1. Have the power to inquire and follow up on employee performance and employees in accordance with the Personal Data Protection Policy regarding personal data protection

2. Has a duty to review various relevant legal protection standards. and strictly enforce compliance

3. Consider and listen to the opinions of Personal Data Protection Officers fairly. According to the Personal Data Protection Act and other announcements related



4. Control, supervise and approve policies, announcements and orders, overview of legal compliance according to policy priorities and compliance with related laws.

# Personal Data Protection Officer

1. Provide advice to personal data controllers or personal data processors, including individuals or juristic persons. People who have a relationship with the company, all 6 types, according to the personal data protection policy, including the section Personal data controller or personal data processor regarding compliance with the Personal Data Protection Act B.E. 2019, both in the company and in affiliated companies.

2. Examine the operations of the personal data controllers or personal data processors, individuals or juristic persons who are related to the company, all 6 types, according to the personal data protection policy, including employees or Contractors of the Personal Data Controller or Personal Data Processor regarding collection and use or disclose personal information in order to comply with the Personal Data Protection Act B.E. 2019

3. Coordinate and cooperate with the Personal Data Protection Office. Ministry of Digital Economy and Society for companies and affiliated companies In the event that there is a problem with the collection, use, or disclosure of personal information, or in the case of a dispute arising from a complaint.

4. Maintain the confidentiality of personal information that is known or obtained in the performance of duties in accordance with the Personal Data Protection Act.

5. Use the power to publish announcements or orders in accordance with the law. and by virtue of this personal data protection policy To enforce it against the person or juristic person involved in a just manner. with the following conditions

5.1 Announcement must have the following elements:

5.1 .1 Have a clear topic.

5.1.2 Contains content referring to the authority that is the origin of the announcement.



- 5.1.3 Has the signature of the executive who has the authority to sign.
- 5.1.4 There is a signature from the Legal and Business Supervision Department.
- 5.1.5 Has the signature of the Personal Data Protection Officer.
- 5.2 The order must have the following elements:
  - 5.2.1 Have a clear topic.
  - 5.2.2 Contains content referring to authority that is the source of orders.
  - 5.2.3 There is a signature from the Legal and Business Supervision Department.
  - 5.2.4 Has the signature of the Personal Data Protection Officer.

#### Personal data controller

1. Establish measures to maintain security and safety. appropriate to prevent loss Accessing, using, changing, correcting, or disclosing personal information in violation of the law or acting without authority in accordance with policies, rules, announcements, orders of the company and its affiliates. according to advice or approval From the Personal Data Protection Officer according to the Personal Data Protection Act B.E. 2019 and other announcements

2. Establish a review process to proceed with deletion. or destroy personal information and prevent the receiving or sending of information that does not comply with the Personal Data Protection Act 2019 and this Personal Data Protection Policy or announcements, orders of the company or other laws and announcements.

3 . Record of activities related to personal information According to the advice of the Personal Data Protection Officer or measures according to company announcements or orders

4. Report a personal data breach or reasonable grounds to suspect the cause of violation of the law To the Office of the Personal Data Protection Commission and the data owner knows according to the Personal



Data Act and other announcements without delay Through the Personal Data Protection Officer or related persons

5. Establish a personal data processing agreement between the personal data controller and Personal data processor or other persons involved by clearly specifying the scope, authority, duties and responsibilities . with various components as announced or company orders or related laws

6. Provide details about the Personal Data Protection Officer Contact location including appropriate and complete contact channels

7 . Support, provide information, and facilitate the work of the Personal Data Protection Officer. According to the Personal Data Protection Act 2019

By interpreting the authority and duties in the situation, being the controller of personal data To be interpreted according to Thai law, contracts and international principles.

#### Personal data processor

1. Have authority to collect, use, or disclose personal information as determined by the Personal Data Controller. or the owner of personal information only unless done under legitimate legal authority

2. Establish appropriate security measures to prevent loss, access, use, change. correction or disclosure Personal information without authority in accordance with policies, announcements, orders or in accordance with relevant laws.

3. Report a personal data violation. or reasonable grounds to suspect the cause of violation of the law To the Office of the Personal Data Protection Commission and the data owner knows according to the Personal Data Act and other announcements without delay Through the Personal Data Protection Officer or related persons

4.Record a list of activities related to personal information. According to the advice of the Personal Data Protection Officer or measures according to company announcements or orders



5. Inform details about the Personal Data Protection Officer. Contact location including appropriate and complete contact channels

6. Support, provide information, and facilitate the work of the Personal Data Protection Officer. According to the Personal Data Protection Act 2019, by interpreting the authority and duties in the situation, it is the personal data processor. To be interpreted according to Thai law, contracts and international principles.

## 7. Guidelines

### 7.1 Primary guidelines

Company and affiliated companies Personal information will be collected, for example, specific information that identifies personal identity Information related to personal life Personal interests or preferences financial information Sensitive information or other information that are announced or specified by international principles and give importance to personal information.

- **Direct source of information** is information that the company and affiliated companies Collected directly from the owner of personal data through various channels, for example, filling out registration documents, applying for a job, signing a contract, linked data mentioned in the document. Documents for surveying or using the product Services in electronic form or other channels controlled by the company or its affiliates, etc.

- **Indirect sources** are information that the company collects from other sources that are not within the scope of the direct source, such as information from electronic searches. Inquiry from third parties or others from linked information mentioned in documents or other management systems, public information search sources , etc.

In this regard, what type of information is organized into what type of information source? To be in accordance with international laws and principles The company may announce That is, there are additional orders. as appropriate 7. 2 Secondary guidelines

7.2.1 Collect and analyze information after obtaining information from sources, whether direct or indirect. The Company and its affiliates will collect and analyze data to classify data in order to interpret and give meaning to the risks of each data in order to take corrective action.

7.2.2 Announcement or send a letter notifying the intention to use personal information to relevant persons. By referring to the meaning and reasons appropriately according to the meaning of Personal Data Protection Act 2019, Section 23 or other laws and international principles You may inform us on the page. or through the electronic system as appropriate The entire process must not exceed 30 days according to law.

7.2.3 Announcement or send a letter requesting consent to use personal information to relevant persons. by referring to the meaning and reasons appropriately according to the meaning and conditions of Personal Data Protection Act 2019, Section 19 or other laws and international principles You may inform us on the page. or through the electronic system As appropriate according to law and international principles Except in cases where the law gives authority under the Personal Data Protection Act 2019, Section 24 or 26 or other laws. related

by related procedures The Company may announce or issue additional orders to determine appropriate management procedures. According to international laws and principles

7.3 Tertiary guidelines

7.3.1 The company will arrange for a record of data processing activities. According to the Personal Data Protection Act 2019, Section 39, strictly under the supervision of those involved. Taking into account the hierarchy of systematic data access and have standards according to announcements or other laws and relevant international principles

7.3.2 Company and affiliated companies Provide standards for personal data protection in accordance with laws, contracts, and suitability both inside and outside the country. By having a good regulatory agency There are also periodic inspections that should meet international standards.

7.3.3 Company and affiliated companies Arrange for agencies or individuals to work in the position. Personal Data Protection Officer or coordinate the management of personal information in order to take care and control according to Personal Data Protection Act 2019, Section 41 and the duty to comply with Section 42 appropriately and in accordance with the law

by related procedures The Company may announce or issue additional orders to determine appropriate management procedures. According to international laws and principles

7.4 General guidelines \_

7.4.1 The data owner is required to provide personal information to the company or company. Affiliates can comply with laws or contracts if the giving affects the transaction. or any other activities related to the activities of the company or its affiliates, because if the information is not received, it cannot be processed. or the law prohibits the operation. However, the Company and its subsidiaries will operate within the legal framework. and suitability according to international principles

7.4.2 The Company and its affiliates will collect information. and carry out various actions according to law and appropriateness It will inform you of the lawful objectives. and request express consent from the owner of personal data first, except in accordance with the Personal Data Protection Act 2019, Section 24, as follows

- to achieve Objectives related to the preparation of historical documents or archives for public benefit or related to research studies or statistics which have provided appropriate protective measures to protect the rights and freedoms of the owner of personal data.

- To prevent or stop danger to a person's life, body, or health.

- It is necessary to perform a contract to which the owner of personal data is a party. or for use in carrying out the request of the owner of personal data before entering into a contract

 It is necessary for the performance of duties in carrying out missions in the public interest of the Personal Data Controller. or performing duties in the exercise of state power granted to the Personal Data Controller unless such benefit is less important than the basic right to personal data of the personal data owner.

- It is in compliance with the law of the personal data controller.

7.4.3 In the case of sending or transferring personal data to a foreign country. Sending or transferring personal information abroad The Company and its affiliates are required to ensure adequate standards of personal data protection in the destination country, as evidenced in writing. If the destination country does not have adequate personal data protection standards Sending or transferring personal information must comply with the Company's and its affiliates' exemptions. This must be in accordance with Personal Data Protection Act 2019, Section 1, Section 3 or other related laws and international principles.

with all related procedures The company may announce Or there can be additional orders to determine the appropriate management process. According to international laws and principles

## 8. Rights of the owner of personal data

The Company and its affiliates place importance on respecting rights in various areas. Including personal rights according to Human rights principles, the Constitution, the Personal Data Protection Act 2019 according to Section 3 and other related laws, which the company supports and provides rights according to the following laws.

8.1 Right to withdraw consent

8.2 Right to request access and request information or a copy of personal information

8.3 Right to object to the collection, use or disclosure of personal information.

8.4 Right to request correction of personal information.



8.5 Right to request deletion or destroy personal information

8.6 Right to request suspension of use of personal information

8.7 Right to complain about legal violations related to personal information

However, rights and requirements will be determined by law and circumstances. The company may announce or notify additional orders in the rights granting process or consider the suitability of rights as appropriate and under the conditions of Thai law and international principles.

## 9. Principles for destroying data after the expiration date

The Company and its affiliates will provide a time frame for destroying data after the expiration of storage according to this Personal Data Protection Policy. The management process must be in accordance with the announcement. or orders under the authority of this Personal Data Protection Policy By adhering to relevant legal principles and international principles.

#### 10. Measures to maintain the security and safety of personal information

Company and affiliated companies Measures will be established to maintain security and safety in the management of personal data in accordance with the Personal Data Protection Act 2019 and the announcement of the Personal Data Protection Committee regarding measures to maintain the security of personal data controllers. Personnel Act 2022 along with other relevant international principles and laws strictly. By maintaining secrecy, accuracy and completeness. and availability both within the country and abr oad, along with providing inspections that are consistent with the law In terms of organizational measures appropriate technical

by steps, processes, and forms of measures to maintain security and safety related The company may announce Or there can be additional orders to determine the appropriate management process. According to international laws and principles



# 11. Punishment

The Company and its subsidiaries have arranged for the imposition of disciplinary penalties according to the Company's regulations for those involved within the appropriate scope. or according to various agreements or contracts, as the case may be, without violating the law In addition, if there is reasonable proof, you may be subject to legal punishment according to the Personal Data Protection Act 2019 and other regulations or orders.

The punishment may be considered in the case of punishment and the principle of proportionality in punishment according to law, which the company may announce. or there may be additional orders to impose appropriate punishment at a later date.

## 12. Inquiry Report a complaint or exercise rights according to laws and policies

Company and affiliated companies Happy to receive complaints. Suggestions or other matters related to the collection, use, and disclosure of the Company's personal information in accordance with this Personal Data Protection Policy. According to the Personal Data Protection Act 2019 and other related laws. You can contact and inquire at

## Personal Data Protection Officer

Email: dpo@rbsupply.co.th

Contact location: 9 Soi Pho Kaeo 3, Khlong Chan Subdistrict, Bang Kapi District, Bangkok 10240

Contact 0 - 2946 - 6813 - 18 Fax 0 - 2519-3311

Information protection policy documents This personal information has a total of 13 pages. The content is accurate and complete according to the Company's objectives and related laws. It is effective for those involved under this policy to strictly comply with any announcements, orders, or content. Additional information that completes the elements of this policy is effective and enforceable as well.

This Personal Data Protection Policy is effective from December 1, 2022 onwards.