



HISAKAWORKS S.E.A SDN BHD

(Company No. 200401032551) (GST No.000010092544)

No. 2, Jalan TP2, Taman Perindustrian SIME UEP,
47600 Subang Jaya, Selangor Darul Ehsan, Malaysia
TEL: +603-5880-4185 FAX: +603-8081-7185
EMAIL: heatexc@hisaka-asia.com WEBSITE: www.hisaka-asia.com

MANUFACTURER :

- Plate Type Heat Exchanger
- Plate Type Condenser
- Plate Type Evaporator

— Create the future with heat
The Thermal Solution Company

Document No. **PR-MKT-03**

Document title: **PRIVACY POLICY**

0	New Issue	MARKETING 15 / 06 / 2021	HIDEMASA SASAKI 15/06/2021
Rev.	Description	Prepared by	Approved by

PRIVACY POLICY	DOC NO : PR-MKT-03
	REV. : 0
	DATE : 15 Jun 2021
	PAGE NUMBER : 1 / 3

No.	Table of Contents	Page
1	Introduction	1
2	Collection of personal data	1
3	Description of personal data	1
4	Purposes for collection of personal data	1
5	Sources of personal data	1
6	Disclosure of personal data	2
7	Security of personal data	2
8	Contact us	2
9	Changes to this statement	2

PRIVACY POLICY	DOC NO : PR-MKT-03
	REV. : 0
	DATE : 15 Jun 2021
	PAGE NUMBER : 2 / 3

1. Introduction

In compliance with the Personal Data Protection Act 2010 ('The Act') was passed by the Parliament of Malaysia for the purpose of regulating the processing of personal data in commercial transactions. This notice is issued to all our valued clients and/or prospective clients. This notice will inform you of your rights with regards to your personal data that has been and/or will be collected and processed by us.

2. Collection of personal data

We have collected and will collect your personal data to be processed by us and/or on your behalf in the course of your present or future dealings with HISAKAWORKS S.E.A SDN BHD. Your personal data enables us to achieve the "Purpose" herein that is in connection with our business.

3. Description of personal data

- a) Name
- b) Email address
- c) Mobile Phone Number

4. Purposes for collection of personal data

HISAKAWORKS S.E.A SDN BHD will use client's personal for the following purposes including but not limited to:

- a) Responding to queries, request and/or complaints
- b) Sending you marketing and promotional information about our products/services
- c) Conducting market research & survey which to improve HISAKAWORKS S.E.A products and/or services

5. Sources of personal data

HISAKAWORKS S.E.A may obtain client's personal data form various ways, in printed or electronic form through digital and or mobile platform, such as

- a) when you send us e-mail
- b) when we receive your business cards
- c) when you submit an electronic form during the registration for seminar/webinar
- d) when you participate in HISAKAWORKS S.E.A surveys
- e) when you submit a job application to HISAKAWORKS S.E.A

PRIVACY POLICY	DOC NO : PR-MKT-03
	REV. : 0
	DATE : 15 Jun 2021
	PAGE NUMBER : 3 / 3

6. Disclosure of personal data

HISAKAWORKS S.E.A will not disclose your Personal Data to third parties without first obtaining your consent permitting us to do so. Your Personal Data may be disclosed to the following parties:

- a) Authorized agents and sales representative and affiliates
- b) Government or regulatory bodies, agencies or any person to whom we are required by law to disclose information
- c) External professional advisors and auditors

7. Security of Personal Data

HISAKAWORKS S.E.A may transfer your Personal Data to any of HISAKA Group Companies and/or any third party as set forth in Paragraph 6 above in. In the event that your Personal Data is transferred to a location outside of Malaysia, HISAKAWORKS S.E.A shall ensure that confidentiality safeguards have been put in place to ensure your rights to personal data protection remains unaffected.

8. Contact Us

If you have any questions about this Policy, or have any further queries, or would like to make a complaint or data access or correction request in respect of your Personal Data, you may contact us at the contact details below:

Contact Number: +6016-2018136

Email: alanyeah@hisaka-asia.com

Alan Yeoh – Data Protection Officer.

9. Changes To This Statement

This privacy policy may be revised from time to time. HISAKAWORKS S.E.A recommended that you visit this webpage to review the most updated version of this statement each time you provide your personal data to HISAKAWORKS S.E.A.