

PERSONAL DATA PRIVACY POLICY

Your privacy is very important to us and we are committed to maintaining your trust. Accordingly, we have developed this Personal Data Privacy Policy (“**Privacy Policy**”) in order for you to understand how we collect, use, communicate, disclose and make use of your personal data. For the purpose of this Privacy Policy, “**we**”, “**our**” or “**us**” shall refer to PSB Technologies Pte Ltd.

By accessing our website at www.psb-technologies.com (“**Site**”) or providing your personal data to us, you shall be deemed to have accepted to be legally bound by the terms of this Privacy Policy without limitation or qualification. If you do not agree to the terms of this Privacy Policy, please do not access the Site or provide your personal data to us. Any continued access of the Site or provision of personal data (whether this time or in future) will imply that you have accepted the terms of this Privacy Policy.

1. Collection of Personal Data

- 1.1 We collect personal data when you provide such information to us, such as when you submit a form to us, contact us with inquiries, provide feedback to us, or respond to questions from us. This information may include, but is not limited to, your name, NRIC / EP / Passport number, contact number, vehicle registration number, email address, residential address, photographs and videos and CCTV footage.
- 1.2 The Site automatically receives and records information on our server logs from your browser, which informs us about how you interact with our Site and which is used to improve your user experience, for example, to display relevant ads. This information includes specific identifiers and information such as your IP address, cookies, page(s) requested, advertising identifiers, browser version, network information and software data.
- 1.3 By providing your personal data to us, whether by submitting a form to us, by emailing us or in person, you consent to our collection, use and disclosure of your personal data in accordance with this Privacy Policy.
- 1.4 If you are providing personal data to us for and on behalf of another individual, you represent and warrant that you have obtained the necessary authority and consent to disclose such personal data to us for the relevant purposes, and that such information is true, complete and accurate.

2. Purpose of Collection, Use and Disclosure of Personal Data

We may collect, use and/or disclose your personal data for any of the following purposes:

- (a) to provide, evaluate and improve our products and services;
- (b) to inform you of any change or updates to our products and services or our corporate events or developments;
- (c) to facilitate the provision of and obtain the products and services by our external providers and partners (e.g. vendors, sub-contractors, service providers and business partners) to the Company;
- (d) to evaluate the products and services provided by our external providers and partners to the Company;
- (e) to evaluate applications for internships and industrial attachments;
- (f) for verification purposes;
- (g) to conduct due diligence and background checks where required by any applicable legislation or regulation, or by our internal policies and practices;
- (h) for security purposes, including security clearance for entry or access onto our premises;

- (i) to inform you of events or functions which we are involved in and which we think may be of interest to you, and to facilitate your attendance at such events or functions;
- (j) for internal administrative and management purposes;
- (k) to contact you regarding any complaints, feedback, queries, requests, claims or disputes;
- (l) to facilitate investigations into any suspicious or illegal activity;
- (m) to protect and enforce our contractual and legal rights and obligations;
- (n) where required by any act, statute, law, or regulation, rules, directives, or by the order of a government or regulatory agency or authority or a court or tribunal of competent jurisdiction;
- (o) such other purposes consented by you for which your personal data is collected; and/or
- (p) any other purpose reasonably related to the aforesaid.

3. Disclosure of Personal Data

- 3.1 We may disclose and transfer your personal data to our external providers and partners (who may be located in or outside of Singapore) who have been engaged to provide our products and services, to maintain or protect the security or integrity of our databases and premises, and to provide us with operational and management support and services. We will use commercially reasonable efforts to ensure that such external providers and partners do not use your personal data for a purpose other than the purposes for which the personal data was originally given.
- 3.2 We may also disclose and transfer your personal data to our parent, subsidiary or related companies (who may be located in or outside of Singapore) for the purposes of managing, operating, administering and conducting our business as a group.

4. Retention and Security of Personal Data

- 4.1 We will only retain your personal data as long as may be necessary to fulfil the purposes stated in this Privacy Policy, or for our business and legal purposes, or where otherwise required or permitted by law.
- 4.2 Where appropriate, we will take reasonable security safeguards to protect your personal data against loss or theft, as well as unauthorised access, disclosure, copying, destruction, use or modification. However, as no data transmission over the Internet can be guaranteed to be completely secure and free from interference or interception by third parties, we cannot guarantee the security of data that you choose to send us electronically, and you send such information at your own risk. We disclaim liability for the security, authenticity, integrity or confidentiality of any transaction and other communications made over the Internet.

5. Access to and Accuracy of Personal Data

- 5.1 We will use reasonable measures to ensure that your personal data is accurate and complete. If you would like to access your personal data or correct personal data that is inaccurate, incomplete, misleading or not up-to-date, please write to our Data Protection Officer as set out in Clause 7 below, and provide us with the following, where applicable:

- Your name and an email or mailing address at which we can contact you
- The personal data for which there has been a change, update or correction

We will use reasonable efforts to accommodate requests for access and information changes.

5.2 As it is important to us that your personal data is accurate and complete, it may be necessary for us to request for supporting documentation from you. We will contact you if we require supporting documentation or further information from you.

6. Your Requests and Feedback

6.1 You may also choose to withdraw your consent to our collection, use, disclosure or processing of your personal data at any time. Please note that such withdrawal of your consent may affect our provision of products and services to you or our dealings with you, depending on the nature of your relationship with us.

6.2 You may request for information on your personal data from us, withdraw your consent or provide feedback and complaints, by emailing us at psb-dpo@psb-technologies.com. In your email, please state the details of your request clearly.

7. Contact Us

If you have any comments, concerns or questions about this Privacy Policy or our policies and practices on the collection, use and/or disclosure of personal data, you may contact our Data Protection Officer at:

Email address: psb-dpo@psb-technologies.com

Mailing address: Data Protection Officer
PSB Technologies Pte Ltd
2306 Bedok Reservoir Road
Advanex Building
Singapore 479224

8. Modification to this Privacy Policy

The terms of this Privacy Policy may be revised, changed and updated from time to time, without notice to you. All changes will be posted on this page, and your continued access to the Site or provision of personal data to us after such changes have been posted will constitute your agreement to the modified Privacy Policy and all of the changes. We therefore encourage you to read this Privacy Policy each time you visit this Site or provide us with your personal data.

The last update to our Privacy Policy was posted on 1 August 2018.