

Privacy Notice for Internship Program

Grundfos (Thailand) Company Limited (hereinafter referred to as the “Company” “we” or “us”) recognizes the great importance to the protection of our personal information of our applicants for internship/professional experience or internship students/professional experience (hereinafter referred to as “you” or “your”. And in order to ensure that the Company will protect and treat your personal data in accordance with the law on personal data protection, the Company has set up a notification about this personal data to inform you of the details of the processing of personal data whether it is collected, used and disclosed (hereinafter referred to as “Data Processing” or “Processing Personal Data”), which may occur as well as informing you of your rights in your personal data and ways to contact us as follows

1. Collection of Personal Data

The company will collect your personal information by requesting information from you directly by requiring you to fill out the information in the form we have set out. or ask from you or ask you to send us documents containing your personal data. However, there may be instances where we collect your personal data from other sources in order to achieve the above purposes, such as from other parties you specify on our internship or professional experience application form. or from your university or school.

Personal data we collect are as follows

1.1 General Personal Data

(1) Personal identification information such as first name, last name, national ID card number or passport number, date of birth, gender, age, nationality, signature, photograph, etc.;

(2) Contact information such as address, telephone number Email address LINE account (LINE ID);

(3) Other personal data such as educational background, educational results, language proficiency test results, training history, history of university activities or educational institutions including relevant evidence Reference information Person to contact in an emergency and family members, etc.;

(4) Apprenticeship history or professional experience with the company;

1.2 Sensitive Personal Data

We do not intend to collect and use any religious and blood group information that may appear on a copy of your identification card. For any specific purpose, in case that you have provided a copy of your identification card to the Company, we request that you conceal such information before sending to us. If you do not conceal the abovementioned information, please be considered that you allow the Company to proceed to conceal that information and is deemed to be a document that contains such information and is effective and enforceable in all respects by law. And if the Company could not perform anonymization of personal data due to certain technical limitations, the company will collect and use such information only as part of your identity document.

If there are cases where the company It is necessary to collect sensitive personal information. For any purpose, the Company will seek your express consent, whereby the Company may process such personal data such as religious data and fingerprint data, etc.

2. Purpose of Processing Personal Data

In case of you are a candidate for internship/professional experience or intern students/practice professional experience of the company. We need to collect, use and disclose your personal information. for the following purposes

2.1 For application of internship/professional experience

Purposes	Legal Basis
To carry out the necessary actions for the selection of applicants for internship/professional experience training and in other processes related to the consideration and selection of you for internship/professional experience	Contractual Basis

2.2 For practicing internship/professional experience

Purposes	Legal Basis
For entering and exiting the internship/experience, permission to access any information systems and databases related to internship/experience including various related contracts, etc.	Contractual Basis
For the appraisal of internship/experience as well as giving observations, proposals, recommendations, and opinions to students who practice internships/professional experiences individually. according to the form prescribed by the university or school.	Legitimate Interest
To keep a database and use to confirm your internship/professional experience history.	Legitimate Interest
For communication and coordination during the internship/professional experience period.	Legitimate Interest
For keeping security in the building or safety risk assessment , facility Exchange of the building entrance card Recording of information on entering and leaving the company's premises and recording images inside buildings or offices or branches of the Company with closed-circuit television (CCTV) cameras	Legitimate Interest
For making communication with family members or other person referring who apply for an internship/professional experience or an internship student/professional experience that you have provided information, in case of necessity or an emergency such as reporting a danger, etc.	Legitimate Interest

The company would like to inform you that the processing of personal data of internship/professional experience applicants or internship students/professional experience and other persons whom the applicants train/professional experience or internship students/professional experience provided information to us, should rely on the following legal basis without consent, however personal data may be processed in some cases where we cannot use these legal basis, for example

where the consent of the personal data subject to the processing of sensitive personal data is required by law or other personal data that cannot be based on any legal basis in lieu of requesting consent. In such event, the Company will obtain your express consent. (Please read our consent document in addition to this document. You have to provided us with information of family members or others It is your responsibility to notify them of this Privacy Notice and/or requesting consent, as the case may be if found that it is necessary to do so.

Personal information that the company collected above are necessary information for the company to perform the contract or to fulfill your request before entering into an internship or professional experience contract. If you do not provide such necessary personal information, the Company may not be able to consider selecting you for work or internship or professional experience with the Company.

3. Retention of Personal Data

The Company will keep your personal data for the period necessary to fulfill the purposes for each type of personal data. Unless the law allows for a longer retention period. In the event that the retention period of personal data cannot be clearly stated, we will retain information for a period that may be expected in accordance with the standard of collection (for example, the general legal age of 10 years).

We have in place an audit system to carry out the deletion or destruction of personal data when the retention period has expired or is unrelated to or beyond the necessity for the purpose for which the personal data was collected.

In the case that we use your personal information with your consent We will process such personal data until you request to withdraw your consent and we have completed your request. However, we will continue to collect your personal data to the extent necessary for a historical record that you have opted out the consent so that we can respond to your requests in the future.

4. Disclosure of Personal Data

For all operations to be carried out in accordance with the objectives stated in this announcement We may disclose your information to your university or school Including the institution or agency you

apply for a job. and for the agency that you have applied for that job We will disclose only with your consent.

5. The Right of Personal Data Subject

You are entitled to exercise the rights of data subject in accordance with the laws on Personal Data Protection, whereby the Company will respect your rights and proceed complying with the law, statute or regulation relating to the processing of your personal data under certain circumstances promptly. You have the rights to process your personal data as follows:

5.1 Right to withdraw consent

In the event that the company processes your personal data pursuing to your consent, you have the right to withdraw your consent for processing your personal data to the company at any time. The company may however continue to process your personal data on the ground of another lawful basis.

5.2 Right of access

You have right to request for a copy of your personal data from the company.

5.3 Right to rectification;

You have right to rectify your personal data to be accurate, up-to-date and complete.

5.4 Right to erasure

You have the right to request the company to delete, destroy, or anonymize your personal data in the circumstances that there is no reasonable reason for the company to continue processing your personal data. In addition, you can require the company to delete as well as exercise the right to object where is stipulated in the next Article. Nonetheless, the exercise of right hereof shall not be for the purpose of erasure all personal data, and the company shall carefully consider each request by the laws on processing your personal data.

5.5 Right to object

You have the right to raise an objection to the processing of your personal data in certain circumstances prescribed under the laws on personal data protection. Besides, you have the right to object to the processing of your personal data in the case that the company processes your personal data for marketing purposes, recording and analyzing the psychological and behavioral characteristics of individuals (Profiling).

5.6 Right to restriction

You have the right to request the company to restrict of processing of your personal data temporarily, for instance, when you wish the company to correct your personal data or when you request the company to justifying the lawful basis for processing under the laws on personal data processing.

5.7 Right to data portability

In some cases, you may request the company to transfer or transmit your general personal data to other data processor via electronics. However, this right is particularly in the case of your personal data submitted to the company by consent basis, or where such personal data is required to be processed in order to fulfil the obligation under the contract.

5.8 Right to lodge a complaint

You have the right to lodge a complaint to the governmental agencies as well as the Personal Data Protection Committee in the case that you believe that the Company, its employees, or service provider violates or fails to comply with the law on personal data protection or other announcements issued by the virtue of such a law.

At any time, you may exercise your rights by contact the company following information provided in Article 7. of this privacy notice.

The Company may request some certain information from you to verify your identity and ensure your right to access personal data (or to exercise any other rights) to observe the security measures ensuring that your personal data will not be disclosed to any person, who is not entitled to access such information

The Company will endeavor responding to all legitimate requests within 30 days. In some cases, the Company may take more than 30 days if your request is complicated, or you are submitting more than a request.

Unless requesting to exercise your rights to complain about the performance of our personal data protection laws and directly to us. We reserve the right to charge a fee as a fee for processing other requests for rights from personal data subjects. as appropriate but we will notify you clearly which requests to exercise your rights as the subject of your personal data may be subject to such charges.

6. Modification of the Privacy Notice

To comply with the Personal Data Protection B.E. 2562, this Privacy Notice will be reviewed and revised by the Company regularly in which it may have affect to this Privacy Notice. You can view the latest changes available through the Company's website.

7. Contact Us

If there is reasonable reason to doubt or believe that there is any violation of personal data, complaint, or the exercise of Data Subject rights under this policy or the Personal Data Protection Act B.E. 2562, you can contact the company by:

Head of working group on Personal Data Protection Act

92 Chaloe Phrakiat Rama 9 Road, Dokmai Subdistrict

Prawet District, Bangkok 10250, Thailand

Telephone Number : (+66) 2 725 8999

Fax Number : (+66) 2 725 8998

e-Mail Address : vphraepriungam@grundfos.com