

Privacy Policy for Related Persons in EEA

In recognition of the importance of personal data, Yamaoka Memorial Foundation (hereinafter referred to as "Foundation") considers that Foundation has its social responsibility to handle accurately and confidentially any personal data provided by the related person of Foundation (hereinafter referred to as "Provider" or "You") residing in the European Economic Area* (the "EEA").

Foundation hereby establishes its privacy policy as stated bellow (hereinafter referred to as "Privacy Policy") and declares that Foundation complies with its Privacy Policy and the EU General Data Protection Regulation (hereinafter referred to as "GDPR").

1. Processing Personal Data

1) Definitions

"Personal data" means any data relating to an identified or identifiable natural person, including, without limitation, name, address, date of birth, telephone number, e-mail address and user IDs of the Provider residing in the EEA.

"Processing" means any operation or set of operations which is performed on personal data or on sets of personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

"Controller" means a legal person, etc. which, alone or jointly with others, determines the purposes and means of the processing of personal data.

"Processor" means a legal person, etc. which processes personal data on behalf of the Controller.

2) Collection of Personal Data

For purposes of this Privacy Policy, Foundation collects personal data upon consent of the Provider or any other legal basis permitted under GDPR.

When Foundation requests you to provide your personal data, Foundation gives you prior notice of the purpose and the way of use of such personal data. Foundation collects personal data to the extent necessary for performing its legal activities and achieves its

objects.

3) Purpose of Use of Personal Data

Foundation uses personal data only as needed for the purpose of collection of such data and within the scope of consent obtained from the Provider.

Foundation may use relevant portions of your personal data in order to:

- contact you when necessary for performing Foundation's activities
- provide you with information relating services provided by Foundation
- provide you with information relating seminars and events held (sponsored, cosponsored, supported, assisted) by Foundation
- respond and take necessary actions to requests for information and services from you
- perform purposes notified to and consented by you prior to collection of such personal data.

Foundation may also process the Provider's personal data within the scope under a legal basis permitted by GDPR. If Foundation is required to use personal data for the purpose other than as listed above, unless allowed by GDPR, Foundation shall obtain prior consent for such use from the Provider of such personal data.

The Provider may withdraw consent at any time, which such withdrawal shall not affect any legitimate processing performed pursuant to the consent prior to the withdrawal. Foundation may require the Provider to provide their personal data in connection with the Foundation's activities. In such case, if certain Provider does not provide its personal data, Foundation may be unable to provide the service.

4) Retention Period

Foundation will retain the Provider's personal data to the extent Foundation requires such data for achieving the purposes of use specified in 1.3) above, and will promptly delete the same when such data is no longer necessary.

5) Third Party Transfer

Foundation may provide the Provider's personal data to third parties such as the subcontractor and affiliates of Foundation, under appropriate safeguards under GDPR

to implement the purposes of use specified above. Such third parties which Foundation may provide Provider's personal data include those located in countries (including, without limitation, Japan) outside the EEA, and the Provider is deemed to have consented to the following matters by consenting to this Privacy Policy:

(a) Certain countries outside the EEA may not be furnished with the same level of data protection laws as the EEA, thus part of the rights granted to the Provider within the EEA may not be available;

(b) The Provider's personal data may be provided and processed for the purposes specified in 1.3) above; and

(c) The Provider's personal data may be provided to third parties located in a country outside the EEA.

In addition to the above, if Foundation is to transfer the Provider's personal data to a third party located in a country outside the EEA, Foundation will ensure that adequate measures are taken concerning the protection of the Provider's personal data such as by executing standard contract clauses based on the GDPR.

6) Request for Disclosure, Correction, Deletion, etc.

The Provider is entitled with the rights to access to, request for correction, request for deletion, request to limit the processing, object to the processing, and request for data portability, with regards to the personal data retained by Foundations pursuant to the provisions of relevant laws and regulations. Such request may be submitted to Foundation by using e-mail: yamaoka-memorial@yanmar.com. If such a request is made, Foundation requires that the Provider's proof of identity should be provided. Foundation may refuse the Provider' request if Foundation deems that there is no basis for such request or if the request is deemed excessive. The Provider may file objections to the data protection authorities having jurisdiction over the location of the Provider's domicile with regards to the processing of their personal data by Foundation.

7) Fee for Disclosure of Personal Data

For any further copies, Foundation may request you to pay a fee for disclosure of your personal data by giving prior explicit notice to you about the fee. You must prove your identity in order to make such request.

8) Compliance with Laws and Regulations relating to Personal Data

In recognition of the importance of personal data, Foundation complies with the laws and regulations in order to ensure the protection of personal data. This Privacy Policy shall be governed by and construed in accordance with the laws and regulations of GDPR.

2. Safety Management Measures

In order to protect the personal data from unauthorized access and loss etc., taking into account the type of personal data, the degree of sensitivity and the degree of effect to the Provider including economic influence and mental harm in case the personal data is unlawfully infringed, Foundation has comprehensively evaluated and judged the risks of personal data infringement, and has implemented necessary and appropriate personal, organizational and technical safety management measures in accordance with such the risk of personal data infringement, and further, will review such safety management measures as necessary, set up the process for taking corrective actions, and constantly make effort to improve its security.

Foundation will make effort to appropriately manage personal data by restricting the entry of outsiders into the offices where the processing of personal data takes place, conducting educational awareness raising activities targeting all officers and employees involved in the protection of personal data, and appointing managers in charge for each division which processes personal data.

If Foundation, in its role as a Controller, contracts a Processor, Foundation shall select a Processor which is capable of implementing appropriate technical and organizational measures and shall manage such Processor in an appropriate manner.

Pursuant to the GDPR, Foundation shall prepare records of the processing of personal data.

3. Continuous Improvement

Foundation shall continuously update, modify and improve this Privacy Policy and the effectiveness of the security management in order to follow to changes of the laws and regulations of GDPR.

4. Amendment to this Privacy Policy

Foundation may amend this Privacy Policy at any time. The Provider who continues to use the service shall be deemed to have consented to the amended Privacy Policy.

5. Contact

Please contact us by using e-mail: yamaoka-memorial@yanmar.com.

* The European Economic Area (the "EEA") comprises the following countries:

Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK.