

## **TASEK CORPORATION BERHAD GROUP PERSONAL DATA POLICY**

This is the personal data policy of Tasek Corporation Berhad and its Group (hereinafter collectively referred to as “TCB Group or “we”). The TCB Group for the purposes of this personal data policy refers to Tasek Corporation Berhad and each of its subsidiaries, associated or related companies, its holding companies and their subsidiaries, and all their respective officers, servants or agents whether situated in or outside of Malaysia.

We may update this personal data policy (hereinafter referred to as “Policy”) from time to time by publishing the amended version on our website and/or by other means of communication deemed suitable by us. For avoidance of doubt, this Policy is applicable only if you are an individual. In the event of any conflict between the version in English and the version in national language, the English version shall prevail.

### **Personal Data Statement**

Personal data that we receive will vary, depending on the types of commercial transactions entered into with the TCB Group or requested by you and may include but are not limited to:-

1. data which are collected from sales orders, applications, consent or other forms, personal documents or as provided by you such as name, address, e-mail address, telephone number, occupation, identity card number, passport number, income, employer’s details, and any other such information that may be relevant to your application or request;
2. data which may be provided by applicable guarantors, paymasters and/or parties providing security to a particular contract such as name, contact number, addresses;
3. data collected through participation in customer satisfaction surveys, or when you respond to communications from any of our departments within the TCB Group;
4. data about your transactions with TCB Group such as the account status, account balances, repayment records, and account activity;
5. data collected from credit bureau reports and credit reporting agencies to indicate your creditworthiness;
6. data which may be provided by financial institutions to verify genuineness of provided documents such as bank statements and for references consent of which you have given;
7. data which may be provided by plaintiffs and/or defendants of legal cases and/or legal firms to verify the status of any legal cases involving yourself (if any);
8. data through recorded footage captured on security systems (including a recording of your image on closed circuit television (CCTV)) at TCB Group’s premises;
9. data provided in respect of applications for scholarships and/or employment such data may include but not limited to your name, age, range, gender or physical needs, address, contact details, résumé, educational background, employment history, referees and results of academic checks and/or employment checks and other information relating thereto;
10. data through your verbal and written communication with us and/or our authorised agents or distributors or customers or suppliers; or
11. data from such other sources in respect of which you have given consent to the disclosure of information relating to you and/or where otherwise not restricted.

## **Purpose**

The personal data that we received from you in respect of the commercial transactions entered into with the TCB Group may be used for one or more of the following purposes:-

1. to help establish and verify your identity when you communicate with us;
2. to assess and process your application(s) or request(s) in respect of the commercial transactions you have entered into or contemplate entering into with the TCB Group;
3. to monitor and/or verify your financial standing and establish creditworthiness through reference checks;
4. to enable the TCB Group to consider whether to provide/supply or continue to provide/supply their products to you;
5. to manage and maintain your transaction account with us, and if needed, to recover debts;
6. to respond to inquiries, comments, complaints and suggestions from you and to generally resolve disputes;
7. for assessing, processing and investigating insurance claims;
8. to assess financial and insurance risks;
9. to update, consolidate and improve accuracy of the TCB Group's records;
10. to produce data, reports and statistics which have been anonymised or aggregated in a manner that does not identify you as an individual;
11. to conduct research for analytical purposes including but not limited to product development and quality, data mining and analysis of your transactions with the TCB Group;
12. to deal with the mailing and communication of information literature to you such as invitations to events, information on promotions, new products and services, which might be of interest to you and to inform you about TCB Group's products and services;
13. to assess and administer and to communicate with you in relation to your application for employment and/or scholarship;
14. to facilitate our advice to you of other employment opportunities which may interest you within the TCB Group;
15. to meet the disclosure requirements of any applicable legislation, laws, regulations, guidelines and/or relevant regulatory authorities binding on the TCB Group;
16. for safety, health and environment purposes;
17. for general administration purposes;
18. for audit, compliance and risk management purposes;
19. for crime detection, prevention and prosecution;
20. for any other purposes that is required or permitted by any law, regulations, guidelines and/or relevant regulatory authorities; and/or
21. for all other purposes incidental and associated with any of the above.

On recorded CCTV footage, such footage may be used for the following purposes:-

1. for detecting trespassing and deterring suspicious, inappropriate or unauthorised use of the facilities, products, services and/or premises of the TCB Group;
2. for detecting and deterring criminal behaviour;
3. for safety, health, environment and/or quality assurance purposes; and/or
4. for conducting incident investigations.

## **Disclosure**

In respect of the purposes above, your personal data may be disclosed to the following parties:-

1. companies and/or organisations within the TCB Group of Companies;
2. companies and/or organisations that act as agents and/or professional advisers for TCB Group;
3. entities to whom you have consented the disclosure of your personal data to;
4. TCB Group's professional advisors and external auditors, including without limitation legal advisors, advocates and solicitors, financial advisors and consultants;
5. any person notified by you as authorised to give instructions on your behalf;
6. the police or any public officer conducting an investigation in connection with any offence including suspected offences;
7. any rating agency, insurer or insurance broker or direct or indirect provider of credit protection;
8. any court, tribunal or authority whether governmental or quasi-governmental with jurisdiction over the TCB Group;
9. any person, authority or regulator to whom the TCB Group is permitted or required to disclose to under the laws of any country;
10. any governmental, local and/or regulatory body or authority to comply with statutory, regulatory, local and/ or governmental requirements;
11. any panel debt collection agency in the event of any default in payment; or
12. any person connected to the enforcement or preservation of any of TCB Group's rights under your commercial transaction(s) with the TCB Group,

whether in or outside Malaysia for any of the purposes set out above.

## **Security**

We shall ensure the security of the personal data that you may have provided to us with care and in accordance with the current data protection law in Malaysia.

We try to keep our website and other web-based systems secure. However we ask you to recognise that when providing your personal data to us through our websites and other web-based systems or when you send us or ask us to send you any of your confidential information by e-mail, that the internet and e-mail communication over the internet may not be secure. We cannot be held responsible for any loss or unauthorised interception of information transmitted via the internet which is beyond our control.

Please take notice that our website and other web-based systems may contain links to other websites outside of the TCB Group. Our Policy only applies to our website and other web-based systems. We are not responsible for the content, privacy or security of other websites.

## **Retention**

We will retain your personal data for a period that is necessary to fulfil the purposes as stated above and where otherwise required by law and/or where required by the TCB Group's relevant policies in force.

## **Right of Access**

Subject to the current data protection law in Malaysia, you may request access to information about your personal data and request correction where the personal data is inaccurate, incomplete, misleading or not up to date. Kindly contact us in writing at the contact details provided below for this purpose. On your right to access and/or correct your personal data, please note that we have the right to refuse your request to access and/or make any correction to your personal data for the reasons permitted under the current data protection law in Malaysia.

## **Contact**

The Company Secretary  
Tasek Corporation Berhad  
6<sup>th</sup> Floor, Office Block  
Grand Millennium Kuala Lumpur  
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