Recruitment Privacy Notice

World Flex Public Company Limited (hereinafter referred to as the "Company") acknowledges and values the protection of personal information of individuals applying for employment with the Company (hereinafter referred to as "You") and strictly abides by the respect of human rights regarding the privacy of both job applicants and employees.

As a result, this privacy statement ("Notice") has been created. It aims to make you, as an employer, aware of the ways in which your personal data is collected, used, or disclosed (collectively, "processing") and your rights under the Personal Data Protection Act (B.E. 2562).

Thus, for the processing of your personal data for the purposes of this announcement, the Company operates as a Data Controller, which means that the Company is the one who has the authority to make decisions about the collection, use or disclosure of Personal Data.

Definition

“Personal data” means information about an individual that enables an identifiable person to be identified directly or indirectly, but does not include deceased person's data.

“Company” means World Flex Public Company Limited.

“You” means the applicant for a job with World Flex Public Company Limited including managing director, manager, shareholder, investor, employee, temporary employee, customer, partner, contactor, visitor and user on the website of the Company, and applicant.

“Data Controller” means that the Company has the authority to make decisions about the collection, use or disclosure of personal information.

“Data Processor” means a person or juristic person who is not responsible for collecting, using, or disclosing personal data on a per-word basis order or in the name of the Company (Data Controller).

The Company operates on the collection, use or disclosure of your personal data as follows:

1. Lawful basis for processing personal data

The Company collects your personal data under the following law

1.1 The Company relies on a legal basis of operation including the necessity to comply according to Section 24 (3) of the Personal Data Protection Act B.E. 2562 (2019) for the collection and use of your personal information for the benefit of consideration of employment.

1.2 The Company resides with your consent to collect sensitive personal information, including race, religion, health information, disability and behavioral history.

2. Purpose for collecting and using your personal information

The Company requests your personal data for the following purposes:

2.1 To submit an electronic job application for a position with a Company that you have independently contacted or through authorized electronic channels.

2.2 To assist in determining whether job candidates are qualified individuals.

2.3 To conduct interviews for jobs and check applicants' credentials for training and suitable work experience.

2.4 To communicate touch with candidates, let them know whether their application was accepted, and let them know if there are any employment openings.

2.5 To verify the applicants' qualifications, including their age, nationality, and if they are bankrupt or have a stake in a Company that might direct or compete with the Company's operation, among other things.

2.6 For candidates who haven't been hired, save it in case they apply for a new position in the future.

2.7 To collect sensitive data, including religion, health data, disability, behavioral history, termination or dismissal, or request for dismissal for consideration of the suitability of the position, the place of work, for consideration to accept them as an employee.

2.8 Other person's personal information, such as spouse's information, is used to determine suitability for the position and contract work for the Company, information of the person referred to be used for inquiries, more information about you and data in case of an emergency when it is unable to contact you in order to notify you to contact the Company.

3. Personal data collected by the Company

For the purposes stated in Clause 2, the Company collects your personal data listed below.

3.1 Personal Data Collected:

3.1.1 Personally identifiable information such as title, title, first name, last name, nickname, gender, age, birth, height, weight, place of birth, status, ID card number, social security, card number, taxpayer card number, a copy of your identification card, a copy of your passport, a copy of your house registration and a copy of your government-issued card, blood type, photo, your signature and any other information you choose to share with the Company which may be considered personal data.

3.1.2 Contact information such as telephone numbers, addresses, postal codes, personal emails, Company emails, business phone number, business address (This includes city, postal code, and country).

3.1.3 Financial information such as salary, salary range, salary slip and salary certificate.

3.1.4 Additional information, which may be deemed personal data, includes military status, educational background, work history and specifics about work, opinions about work, training/work visits/training history, scholarships and/or previous study-related activities, language proficiency, special abilities, comments, questions, and questionnaire responses, as well as copies of the aforementioned documents.

3.1.5 Sensitive information, such as demands for information on a person's religion, health, disability, past behavior, or history of dismissal or termination.

Note: If you decide not to provide sensitive information to the Company while applying for this job, the Company will not reject your application on the grounds that you chose not to do so.

3.2 Personal data of other persons such as spouse, emergency contact, referrals, including name, occupation, position, relationship, number of children, address and telephone/mobile phone number of such person and any other information related to the individual which you have provided to the Company in all forms.

In providing information of third parties to the Company for the benefit of the recruitment process, job applications guarantee that applicants have the authority to do so and allow the Company to use such personal data in accordance with this Personal Data Protection Notice. They are also responsible for notifying those persons to become aware of this Personal Data Protection Notice and/or seek their consent, if necessary.

4. The disclosure of your personal data

The Company may disclose your personal data to individuals within the Company as follows:

4.1 Managers and heads of sections/departments/affiliations or those related to consider the selection of job applicants to interview for the job position you are applying for.

4.2 Managers, employers and personnel of the Human Resources Department to consider the history of job applicants primarily.

5. Your rights under the Personal Data Protection Act B.E. 2562 (2019)

The Personal Data Protection Act B.E.2562 has its purpose to make your personal data in your control as much as possible. You can exercise the rights under the Royal Command, the Personal Data Protection Act B.E. 2562, when the provisions in part related to owner's rights personal data are effective with the following details.

5.1 The right to access and obtain a copy of your personal data, as well as the right to request the disclosure of the source of any personal data about you that the Company has collected without your consent. The Company reserves the right to deny your request if doing so would violate the law, a court order, or someone else's rights and freedoms.

5.2 The right to ask for the rectification of any incorrect or incomplete personal information about you that could lead to misunderstandings.

5.3 The right to request the Company to use the terms and conditions of your personal data in any of the following cases:

5.3.1 During the period when the Company conducts an audit according to your request to correct your personal data to be accurate, complete and up-to-date.

5.3.2 Your personal data is unlawfully collected, used or disclosed.

5.3.3 When your personal data is no longer important to be kept for the purpose that the Company has given to you to collect but you wish the Company to retain the information for the purpose of exercising your legal rights.

5.3.4 While the Company is demonstrating to you the justification for collecting your personal information or searching into the necessity of collecting, using, or disclosing your personal information for the public good in connection with your exercise of your right to object to the collection, use, or disclosure of your personal information.

5.4 The right to delete or otherwise destroy data. Unless the Company is required by law to keep such information on file, or unless a legal claim for use or the emergence of a legal claim requires the Company to retain such information, you have the right to request that it delete, destroy, or otherwise make identifiable personal data that is collected, used, or disclosed.

5.5 Withdrawal of consent for the purposes for which you have given your consent for us to collect, use or disclose your personal information, you have the right to withdraw your consent.

5.6 The right to object to the collection, use, or disclosure of your personal data, unless the Company has sufficient reason to refuse your request (for instance, the Company can show that collecting, using, or disclosing personal information has a legal basis, or is necessary for the establishment of legal claims, compliance with rights, or exercise of rights, legal claim, or is necessary for the public's benefit in accordance with the Company's mission).

5.7 Making complaints. If you think the collection, use, or disclosure of personal data is illegal or otherwise not in accordance with the applicable data protection rules, you may be entitled to file a complaint with the appropriate authority.

6. Duration of retention of personal information

After receiving the necessary personal information, the Company will keep it for a period of two years before deleting it. This applies to job applicants who have not been hired as employees.

When the expiration date has passed, the Company will erase and destroy your personal data when it is no longer needed and is either permanently deleted from the computer system or exhausted by a paper shredder. The business reserves the right to store the information until the dispute has a final ruling or judgment in the event of a dispute or lawsuit involving your employment.

7. Security of personal information

In accordance with the Company's information security policy, the Company has put in place measures to maintain the security of your personal data appropriately on a technical and managerial level to prevent data loss or from being accessed, destroyed, used, altered, changed, or disclosed to unauthorized parties.

Additionally, the organization has published a notice about its personal data protection policy, alerting everyone to it and outlining the rules for making sure that it is safe to collect, use, and disclose personal information by upholding its confidentiality, integrity, and accessibility. A suitable time has been set aside for a review of this announcement.

8. Involvement of Personal Data Subjects

The Company may disclose your personal information upon request from your successor to act as a legitimate representative or your superintendent or legal guardian by submitting a request through:

(Factory) : Deliver to Human Resources Department or Email: sunee@worldflex.net
(Office) : Deliver to the Office Administration or Email: jessadakorn@worldflex.net

In the event that you, your successor, heir, legal representative, the custodian or legal guardian opposes the storage, accuracy, or any action such as notifying the corrective action of personal data, the Company will record such objections as evidence as well.

The Company may deny the rights under paragraph two where required by law or in the event that your personal information is made anonymous or descriptive that makes it identifiable.

9. Access to personal information

The Company has determined that managers, chiefs, employees, officers and people in the Human Resources Department are only those who have the authority involved in the collection, use and disclosure of the personal data of this processing activity only to be able to reach your personal information. The Company will proceed for the managers, chiefs, employees, officers and such persons to comply with this announcement strictly.

10. Amendments to the Privacy Notice

The Company may consider improving, amending or changing this notice as it deems appropriate and will notify informed through the Company's website (www.worldflex.net) or the Company's publicity label, however, the Company recommends that you review it carefully for the latest version of this notice especially before you disclose your personal data with the Company.

Submitting your employment is considered to be an acknowledgment upon the agreement to this notice. Please suspend your job application or contact Human Resources and Office Management if you do not agree with this agreement, otherwise, the Company will assume that you have been informed of the amendment to the terms of the notice.

11. Inquiries

You can receive more information about this announcement at

1. **Data Controller**

Name : World Flex Public Company Limited
Contact Address : **(Factory)**
No. 59/1, Village No. 5, Highway Road, Sai 3191, Mae Nam Khu Sub-district, Pluak Daeng District, Rayong Province 21140
Contact method : Phone 0 3863 7559

Contact Address : **(Office)**
No. 1/7, Bangna Thani Building, 3rd Floor, Room 3B, Soi Bangna-Trad 34, Bang Na Tai Sub-district, Bang Na District, Bangkok 10260
Contacts : Telephone 0 2398 7188-9

2. Data Protection Officer: DPO

Contact Address : No. 1/7, Bangna Thani Building, 3rd Floor, Room 3B, Soi Bangna-Trad 34, Bang Na Tai Sub-district, Bang Na District, Bangkok 10260
Contacts : 0 2398 71889-9 ext. 201
Email: ronnawatlo@worldflex.net and nititornth@worldflex.net

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