

MAX MYANMAR GROUP

Managing Customers' Personal Information

PURPOSE

Max Myanmar Group strongly recognizes the importance of appropriate safeguarding of such personal information of clients or customers. In order for the company to accomplish our work in accordance with our social and legal obligations, we have to appropriately hold and safeguard personal information and maintain a robust and suitable management of such information used in our business and operations. In order to accomplish this, we are endeavoring to establish information security for personal information and have specified the personal information privacy policy below as a fundamental principal of our company's management.

SCOPE

Acquiring Personal Information Directly from Customer or Clients

When acquiring personal information from a customer including business clients, we will clearly state in advance the intended use of such information (hereafter, "reason for use") except for one or more of the following reasons.

- Information acquired at a meeting with our company's management sales representative where business cards are exchanged.
- When business cards are exchanged at seminars, exhibitions, trade shows, summits, etc.

Usage Of Customer's Personal Information

Max Myanmar Group provides its subsidiaries and its authorized business partners with its personal information which includes a customer's details information for the following purposes.

- For business related contact
- For fulfillment of contract
- For information regarding seminars or exhibitions held by Max Myanmar Group
- Request for customer satisfaction survey.
- Response to inquiry or request from customer

Under some circumstances, Max Myanmar may have to use or disclose customers' private information outside of the above-mentioned reasons. In such circumstances, we will inform the customer of the nature of such information or make such notification public or easily accessible to the customer, notwithstanding any of the items below:

- When the customer’s consent has been gained.
- When reasons for use are required or authorized by law.
- In cases where disclosure is necessary to prevent risk to a person’s life, health or financial assets, and where gaining customer’s consent is difficult.
- Where local authorities require necessary cooperation in order to perform actions in accordance with stipulated laws and the need to acquire the customer’s consent is an obstacle to said actions.

Disclosure, amendment, suspension and deletion of personal information

When making a request for disclosure, amendment, suspension, deletion of personal information, the necessary documents must be attached and sent by mail to company or disclosed in the envelope.
