

## Notification Regarding the Pre-Area Entry Record of Personal Data

Fine Metal Technologies Public Company Limited uses the Bit Visitor System to record personal data before entering the area for the security and stability of the Company's premises, properties, staff, customers, and visitors. The Notification of the Personal Data Protection Relating to the Pre-Area Entry Record of Personal Data for collection, use, and disclosure of your personal data collected by the Company using the Bit Visitor System.

### 1. Objective and Basis of Data Processing

Objective of Data Processing: The Company stores your personal data according to Identification Card or other cards in exchange for Visitor Card to enter the building or premise and may store other personal data for security measures.

Data Processing Basis: The Company processes your personal data under the following database.

- (a) Legitimate Interest Basis: The Company uses your personal data in processing for guarding and security for the service users of the building and the building's properties or premises. If you do not provide the said personal data, you will be unable to enter to use the building or premises.
- (b) Legal Obligation Basis: The Company may use your personal data to process for complying with the laws as requested by the government agency in authority or uses it as evidence in case of a criminal incident or accident that occurred inside or in the area of the building.

### 2. Processing Personal Data and Collection Period

Type/List of Personal Data	Collection Period
Personal data appeared on the front card of the Identification Card/Driving License (Name-Surname, Birth Date, Address, Identification Card No., Driving License No.), Surveillance Camera Photographs, Telephone No., Motor Vehicle Registration No. (if any), Premise Access Time, Name of the Company or Original Affiliation Unit (if any)	1 (one) year from the entry month for using the building or premise

However, when the month of which the above period is mature is expired, the Company shall erase or de-identify the personal data.

### **3. Disclosure of Personal Data to the Third Party**

The Company may disclose your personal data to the company hired by the Company to carry out the security. The said company shall perform the duty of the data processor. The government agencies in authority to request the personal data are the Royal Thai Police, Office of the Government Attorneys, Court, etc., or the government officers who have the power to request the personal data are inquiry officials, public prosecutors, etc.

### **4. Rights of Data Subject**

You have the following rights.

- (a) Right to withdraw consent on the Company's processing of your personal data
- (b) Right to access and receive a copy of the personal data collected, used, and disclosed by the Company
- (c) Right to portability of your personal data
- (d) Right to object the processing of your personal data
- (e) Right to erasure, destruction, or non-identification from your personal data
- (f) Right to restriction of processing your personal data
- (g) Right to rectification of your personal data to be correct, updated, and not falsified
- (h) Right to file a complaint in the case where you deem that the right according to the Personal Data Protection Act B.E. 2562 (2019) is violated by the Company or the Company's officer or representative.

Any requests for exercising your rights as aforementioned shall be made in writing. The Company will take its best effort to execute within a reasonable period, not exceeding the period determined by the laws. The Company shall comply with the legal requirements relating to your rights as the data subject.

However, the restriction of the request for the exercise of some of your rights may arise, where the Company shall clarify to you for acknowledgment if it cannot comply with the request for the exercise of your rights. The said restrictions shall be in line with the requirements of the Personal Data Protection Act B.E. 2562 (2019).

In the exercise of the rights mentioned above, the Company reserves its right to charge any service fees related to and necessary for the entry to execute the personal data as requested by you.

### **5. The Company's Contact**

If you have any opinion, suggestion, query, or wish to complain in the matters relating to your personal data, you can contact the Company at:

**Fine Metal Technologies Public Company Limited**

Website: <https://www.fmt.co.th>

Data Controller or

Data Protection Officer (DPO)

E-mail: [dpo@fmt.co.th](mailto:dpo@fmt.co.th)

**Factory Address**

213 Moo 4, Mittraphap Road, KM. 125, Tabkwang Sub-district, Kaengkoi District,  
Saraburi Province 18260

Tel: (036) 329811-19 Fax: (036) 329822

**Office Address**

183 Regent House Building, 14th Floor, Rajdamri Road, Lumpini Sub-district,  
Pathumwan District, Bangkok 10330

Tel: 02-2560641-50 Fax: 02-2560651

General Affairs Section

15 September 2022