

Policy and practices for protecting personal data of customers and stakeholders

Asia Metal Public Company Limited (hereinafter referred to as "AMC") recognizes the importance of securing the personal data of customers and stakeholders to establish trust and confidence in the processes of collecting, using, and disclosing personal information. This policy has been formulated to comply with the Personal Data Protection Act B.E. 2562 (2019) and other applicable laws. The key principles of this policy are as follows:

Objectives of the Policy

1. To establish guidelines for employees and relevant parties regarding the proper and secure handling of customers' personal data.
2. To assure customers and stakeholders that their personal data will be collected, used, and disclosed with caution and only as necessary.

Scope of the Policy

This policy applies to all processes of collecting, using, and disclosing customers' personal data carried out by the company, including information obtained from external parties.

Principles of Personal Data Collection

1. Personal data will be collected only as necessary and for clearly specified purposes.
2. The collection of data will be conducted lawfully and transparently.
3. Consent from data owners will be obtained prior to data processing, except where permitted by law.

Types of Personal Data Collected, Used, and Disclosed by the Company

The personal data collected by AMC is categorized into two types:

1. General Personal Data

1.1 Identification and Contact Information: Includes photographs, audio recordings, full name, national identification number, passport number, gender, date of birth, age, marital status, address, occupation, workplace, phone number, fax number, email, and social media information, among others.

1.2 Other Personal Information: Includes marital status, family details, and emergency contact information.

1.3 Account and Transaction Information: Includes details related to payments for the company's goods and services, including bank account numbers.

1.4 Supporting Documents for Transactions: Includes personal data appearing in copies of identification cards, passports, name change certificates, house registration documents, and power of attorney documents.

1.5 Corporate and Financial Documents: Includes copies of company registration certificates, invoices, receipts, payment vouchers, and copies of professional or business licenses.

1.6 Technology-Related Data: Includes location data collected via positioning technology, website access logs, browsing history, login logs, transaction logs, website visit statistics, website access time, search and browsing data, social media usage data, website function usage, and data collected through cookies or similar technologies.

2. Sensitive Personal Data

Sensitive personal data, as defined under Section 26 of the Personal Data Protection Act, includes but is not limited to religious beliefs, health data, racial or ethnic origin, criminal records, facial recognition data, and fingerprint data. The company does not intend to collect sensitive personal data unless explicit consent has been obtained from the data owner or in circumstances permitted by this policy or applicable laws.

Sources of Personal Data

AMC may obtain personal data directly, such as when you use the company's services and provide information through its website, when you provide information through designated channels, when you enter into a contract or transaction with the company and submit related documents and copies, or when you inquire, provide feedback, or file complaints with the company.

AMC may also receive personal data from external parties, such as government agencies, business partners, or other reliable websites.

Retention Period of Personal Data

AMC will retain personal data only for as long as necessary to fulfill the stated purposes or as specified in this policy. If you no longer use the company's services or engage in transactions with the company, AMC will retain your personal data for the prescribed period afterward, as required by law, statute of limitations, or government regulations (e.g., the Revenue Department). Additionally, data may be retained for legal claims and compliance purposes. Once the retention period ends: AMC will delete, destroy, or anonymize the personal data to prevent identification.

Purposes of Collecting Personal Data

AMC processes your personal data for the following purposes:

1. To establish and manage contracts between the company and its customers and/or stakeholders, ensuring the fulfillment of contractual obligations.
2. To facilitate procurement, customer/vendor registration, and similar processes, as well as to fulfill customer or stakeholder requests.
3. To record accounts payable and receivable, issue invoices, tax documents, process payments and collections, and manage financial transactions and accounting operations.
4. To communicate and coordinate company activities with customers, stakeholders, and their employees.

5. To comply with legal obligations relevant to the company's business, including lawful orders from government agencies and officials (e.g., business registration with the Department of Business Development, personnel registration under legal requirements, tax reporting to the Revenue Department, and audits by certified accountants).
6. To promote company activities, such as training sessions, meetings, seminars, corporate initiatives, engagement events, and social responsibility activities, in accordance with the Personal Data Protection Act B.E. 2562 (2019) ("PDPA") and other applicable laws.

To establish, exercise, comply with, or defend legal claims, including legal proceedings, enforcement actions, investigations, and litigations, such as inquiries by government officials, case preparations, legal proceedings, and court defenses.

AMC will not process your personal data beyond the stated purposes unless a new purpose is communicated to you or such processing is legally permitted.

Disclosure of Personal Data

AMC will disclose your personal data only for the purposes that have been communicated to you and in compliance with legal requirements.

Measures and Remedial Actions in Case of Personal Data Breach and/or Consumer Rights Violations

1. Reporting Data Breaches

- If a personal data breach or consumer rights violation occurs, employees or individuals who become aware of the incident must immediately notify the Data Protection Officer (DPO).
- The DPO will investigate and assess the cause, origin, and impact of the breach, while also implementing corrective and preventive measures.

2. Notification to Data Subjects and Relevant Authorities

- If the personal data breach is found to pose a risk to the rights and freedoms of the data subjects, AMC will notify the affected individuals.
- The notification will include details about the nature of the data breach, potential consequences, and proposed remedial actions.

3. Corrective and Preventive Actions

- The company will implement remedial measures, such as modifying the data storage system, improving security protocols, or conducting system audits.
- Security measures will be reviewed and enhanced, including strengthening data protection layers, providing staff training on data security, and monitoring access to personal data.

4. Incident Logging

- AMC will maintain detailed records of personal data breaches and consumer rights complaints to facilitate investigations and future preventive planning.
- The responsibility for maintaining these records lies with the Data Protection Officer (DPO).

Contact Information

Customers and stakeholders can contact AMC for further inquiries or to submit complaints regarding the use of personal data through the following channels:

- Company Website: <http://www.asiametal.co.th>
- Email Communication:
 1. Audit Committee: ia@asiametal.co.th
 2. Company Secretary: secretary@asiametal.co.th
- Postal Mail (Sealed Letter) Addressed to:

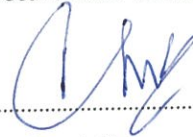
Chairman of the Audit Committee, Chairman of the Board of Directors, or Company Secretary
Asia Metal Public Company Limited (Head Office)
55, 55/1 Moo 2, Soi Wat Nam Daeng, Srinakarin Road,
Bang Kaeo Subdistrict, Bang Phli District,
Samut Prakan 10540, Thailand

Policy Review

AMC will periodically review this policy to ensure compliance with applicable laws and relevant regulations.

This announcement is made for acknowledgment and adherence by all concerned parties.

Effective Date: December 16, 2024



(Mr Chusak Yongvongphaiboon)
Chief Executive Officer