



Personal Data Protection Policy for Contract Parties

Roche Thailand Ltd. ("Roche", "we", "us" or "our") would like to ask you to thoroughly read and understand this Personal Data Protection Policy for Contract Parties ("Policy") as this Policy provides you with explanations on the details and procedures of which Roche undertakes in relation to your personal data as required by the Personal Data Protection Act B.E. 2562 (2019) as well as rules, regulations and any other notifications issued by virtue thereof, as may be amended from time to time ("PDPA"), i.e. the collection, use, disclosure, retention and/or otherwise processing of your personal data (collectively referred to as the "processing") and your rights in relation to your personal data. The details of which are as follows:

1. Applicability of this Policy

This Policy applies to you if you are (i) an individual suppliers, service providers vendor, business partner, contractor, or subcontractor (collectively called a "Individual Contract Party(ies)"); or (ii) an individual who is associated with the our corporate outsource service provider, supplier, vendor, business partner, contractor or subcontractor ("Corporate Contract Party(ies)"), e.g. authorized person(s)/director(s), authorized representative(s), and/or contact person(s) (collectively called "Associated Person(s)").

For the purposes of this Policy, the Individual Contract Party and Corporate Contract Party shall be collectively referred to as the "Contract Party(ies)".

2. Collected Personal Data

a. Individual Contract Party(ies)

Roche may collect the following categories of personal data from you:

- (1) Name, surname, address, billing address, phone number, mobile phone number, email address, nationality, title, image, identification card number, tax identification number, passport number, bank account number and details, signature; and
- (2) Any other categories of personal data which may be provided or included within any emails and other communications between you and Roche, or which Roche may otherwise receive when dealings with you or during our interaction.

b. Associated Person(s)

Roche may collect the following categories of personal data from you:

- (1) Name, surname, address, billing address, phone number, mobile phone number, email address, nationality, title, workplace, office address, office phone number, image, identification card number, tax identification number, passport number, bank account number and details, signature; and
- (2) Any other categories of personal data which may be provided or included within any emails and other communications between you and Roche, or which Roche may otherwise receive when dealings with you or the Corporate Contract Party of which you are associated with or during our interaction.

- c. Roche does not have any intention to collect the categories of personal data which is considered as sensitive personal data under the PDPA from you, particularly data pertaining to your religious belief and/or blood type which may appear on your copy of Thai identification card ("Sensitive Personal Data"). Therefore, please remove such Sensitive Personal Data from the copy of your Thai identification card before handing over to Roche. In the event that you have not removed the Sensitive



Personal Data as requested, Roche may remove such Sensitive Personal Data on our own. Please note that Roche does not have any criminal intent in removing such Sensitive Personal Data and such removal is done for the sole purpose of not collecting unnecessary or irrelevant personal data in order to comply with our obligations under the PDPA.

3. Purposes of the Processing of Personal Data
 - a. Roche collects your personal data for the following purposes:

Purposes	Details and Legal Basis
To enter into an agreement or establish a contractual relationship between Roche and the Contract Party(ies)	<p>Roche processes your personal data in order to verify the identity and information of Contract Party(ies) and Associated Person and to enter into an agreement with the Contract Party(ies).</p> <p>Legal Basis</p> <ul style="list-style-type: none"> ▪ To Proceed with Request to Enter into a Contract: To undertake necessary actions to proceed with the request of Individual Contract Parties to enter into an agreement with Roche ▪ Legitimate Interest: For the verification of the identity and information of the Contract Parties and Associated Persons.
To execute and perform the obligations under the agreement with the Contract Party(ies)	<p>Roche processes your personal data in order to perform our obligations under the agreement with the Contract Party(ies) including, without limitation, to make payments for the goods and/or services, or to undertake any other actions pursuant to the terms and conditions of the agreement which have been agreed between Contract Party(ies) and Roche and which may be amended from time to time.</p> <p>Legal Basis</p> <ul style="list-style-type: none"> ▪ Contractual Obligation: For Individual Contract Parties ▪ Legitimate Interest: For Corporate Contract Parties
Maintain Vendor List	<p>Roche processes your personal data in order to create and maintain our Vendor List for our internal record purposes.</p> <p>Legal Basis</p> <p>Legitimate Interest</p>
Contact and Communication	<p>Roche processes your personal data in order to contact and communicate with you regarding the agreement between Roche and the Contract Party as well as to respond to your request, inquiry or complaint.</p> <p>Legal Basis</p> <p>Legitimate Interest</p>



Purposes	Details and Legal Basis
Compliance with Legal Obligations	<p>Roche processes your personal data in order to comply with our obligations under the laws which include compliance with the orders of the courts, official or competent authorities. For example, our tax obligations under the Revenue Code or to proceed with your request in relation to your personal data as prescribed by the PDPA.</p> <p>Legal Basis Compliance with Legal Obligations</p>
Establishment, compliance, use or defense of legal claims	<p>Roche processes your personal data for the purpose of establishing, complying, using or defending our legal claims.</p> <p>Legal Basis Legitimate Interest</p>

- b. Where your personal data is required in order to proceed with the Contract Party(ies) request prior to entering into a contract or for the performance of contractual obligations, failure to provide personal data under said circumstances may result in Roche being unable to proceed with your request or to perform our obligations according to the terms and conditions between the Contract Party(ies) and Roche, either in whole or in part – for example, Roche may not be able to enter into an agreement with you or Roche may not be able to make payment for your services, etc.
- c. Where your personal data is needed for the purposes of compliance with laws, court orders, orders of competent officials or competent government agencies, failure to provide your personal data under said circumstances may result in Roche and/or you be in violation or non-compliance with such applicable laws or orders.

4. Disclosure of Your Personal Data

- a. Group Companies and Affiliates: Roche may disclose your personal data to group companies and affiliates which are located outside of Thailand. The destination countries may not have adequate personal data protection standard as required by the PDPA. Notwithstanding this, Roche will undertake necessary acts to ensure that your personal data will be protected pursuant to the adequate personal data protection standards set forth by the PDPA.
- b. Third Parties: Roche may disclose your personal data to the following third parties:
 - (1) Other Contract Party(ies) who/which provide services to Roche in order to allow such Contract Party to assess and process your personal data as required by Roche from time to time in order to achieve the purposes specified herein this Policy.
 - (2) Government agencies, supervisory authorities, and other organizations as prescribed by law – for example, the Revenue Department for tax-related purposes, the Personal Data Protection Commission for personal data-related matters, etc. This shall include where Roche is required to disclose or share your personal data to the courts of competent authorities pursuant to their orders.



5. Retention Period of the Personal Data

Roche will generally retain your personal data throughout the period of the contractual relationship between Roche and the relevant Contract Party in order to fulfill our contractual obligations and for a period of not exceeding 10 years after the end of such contractual relationship, or within the scope of necessity for our lawful purposes or as otherwise required by applicable law.

6. Rights to Your Personal Data

Subject to the limitations and conditions of the PDPA and other applicable law, you are entitled to the following rights to your personal data:

- a. Where you have given consent for the processing of your personal data, you are entitled to withdraw your consent at any time, unless otherwise prescribed by law. The said withdrawal of your consent shall not affect the processing of your personal data which you have duly given consent prior to such withdrawal of consent;
- b. You are entitled to request to have access and to obtain a copy of your personal data, or request Roche to make disclosure of the acquisition of your personal data which you did not consent to;
- c. You are entitled to obtain your personal data in a format which is generally readable or usable by an automatic tool or device, and to request Roche to transmit your personal data in such format to another data controller;
- d. You are entitled to request Roche to delete or destruct your personal data which is in the possession or control of Roche, or to de-identify such data;
- e. You are entitled to object to the processing of your personal data;
- f. You are entitled to request that Roche suspends the use of your personal data;
- g. You are entitled to request Roche to correct, complete and update your personal data; and
- h. You are entitled to lodge complaint to the personal data protection supervisory authority in the event that you opine that Roche processes your personal data in violation of or non-compliance with the PDPA.

7. Integrity of Information

You hereby represent that personal data which you have provided to Roche are correct, complete and the most updated. If there is any change in your personal data, you shall notify Roche of such change in order for Roche to ensure that your personal data are correct, complete and updated at all times. Roche reserves the right to request for documentary evidence in certain circumstances in order to verify the identify and/or information which you have provided before proceeding with the changes as requested.

8. Change to this Policy

If Roche needs to amend, add, alter or modify this Policy and which may cause changes to the purposes of the processing of personal data, or under any circumstances as specifically required by law, Roche will notify you of such changes and where the law requires, obtain your consent, before proceeding with such changes, additions, alterations or modifications.

For changes under other circumstances, Roche reserves the right to change, add, alter or modify this Policy without the need to make prior notice. Roche may notify you of such changes, additions, alterations or modifications in general for you to be informed of the changes to this Policy.

9. Contact Us

If you have any inquiries regarding this Policy or would like to exercise the rights to your personal data, please contact us via email at sarika.khuranasiri@roche.com and/or phone at +66 (0)2017 5676, or you may contact our data protection officer at chomphunut.thawutthisakun@roche.com.