

Notice regarding "EEA Personal Data Disclosure, etc."

EEA Personal Data refers to personal information comprising a collection of systematically structured information, and the information NOE CORPORATION ("the Company") has the authority to handle all requests for from the identified individual regarding requested disclosure; correction, addition to, or deletion of details; suspension of use; deletion; and suspension of provision to a third party.

(1) Disclosure of EEA Personal Data

The Company shall disclose the relevant EEA Personal Data, in principle without delay, when the identified individual or their representative requests its disclosure. Moreover, the Company shall notify the identified individual or their representative accordingly when the personal information identifying the identified individual does not exist.

However, the Company may not disclose the relevant EEA Personal Data if any of the following a) to c) circumstances will apply due to the disclosure. In this event, the Company shall notify the identified individual or their representative accordingly without delay and shall explain the reason.

- a) If a risk of harm to the identified individual's or a third party's life, body, assets, or other rights or interests will arise;
- b) If a risk of substantial impediment will arise to the proper performance of the Company's business; or
- c) If a law or regulation will be violated.

(2) Correction, Addition to, or Deletion of EEA Personal Data

The Company shall conduct the necessary investigation without delay, when it is requested to correct, add to, or delete the relevant EEA Personal Data due to the reason it is not factual, as a result of its disclosure. Based on the investigation results, the Company shall correct the relevant EEA Personal Data, and thereafter, shall notify the identified individual or their representative accordingly without delay (including the details of the correction).

(3) Right of Refusal to Use or Provide EEA Personal Data

The Company shall comply with the request, when an identified individual or their representative requests the suspension of use, deletion of the relevant EEA Personal Data, or the suspension of providing thereof to a third party. Furthermore, the Company shall notify the identified individual or their representative accordingly without delay, after the Company has taken the measures. The Company, however, will be unable to comply with the request, if any of the circumstances in Paragraph (1) a) to c) applies. Nevertheless, in this event, the Company shall notify the identified individual or their representative accordingly without delay and shall explain the reason.

(4) The Company shall respond to the request, in principle without delay, as described in below i. through vi. for undertaking the procedures in response to a request by an identified individual or their representative, including notification about the purposes of use or disclosure, correction, or suspension of use of the personal information regarding the identified individual.

i. Request method

Please fill in all the specified matters in the Request Form, and post it to the address in iii, enclosing the documents verifying the identity of the identified individual or their representative.

ii. Distribution of Request Form

Please download the Request Form file from the Company's website (http://www.no-e-j.co.jp/info/privacy_2.html).

Or, please submit your inquiry to the following Help Desk, if you wish to obtain the Request Form by post, fax, or other ways.

Help Desk

NOE CORPORATION
Corporate Planning Office
TEL: +81-3-6458-6290

iii. Recipient of Request Form

Sumitomo Fudosan ToyosuTK Building,5F,1-9-4,Edagawa,Koto-ku,Tokyo,135-0051
NOE CORPORATION, Corporate Planning Office

iv. Documents verifying identified individual

Please enclose the following documents specified by the Company so that the Company can verify the identity of the identified individual or their representative.

- Copy of official certificate, such as a driver's license or passport (for both the identified individual and their representative)
- Power of Attorney containing an impression of the identified individual's registered personal seal (if the request is by the identified individual's representative)
- Seal certificate for the identified individual's registered personal seal (if the request is by the identified individual's representative)

v. Processing and other fees

The processing fees and postage fees in Supplemental 1 are required for each request.

vi. Notification method

The Company shall notify the identified individual or their representative in principle in writing.

However, if the identified individual or their representative provide their prior consent for a reasonable method, the Company shall make the notification by such method.

(5) The Company might not disclose or correct the personal information subject to the relevant request, in whole or in part, notwithstanding the provisions in the preceding paragraphs, if the Company acknowledges any of the following situations applies. The Company shall notify the identified individual or their representative accordingly and shall explain the reason, if the Company decides it will not disclose or correct the personal information. Nevertheless, in this event, the Company may still receive the prescribed processing fees.

vii. If the Company is unable to verify the identity of the identified individual because the case such as the address or other information indicated in the Request Form did not match the details indicated in the verifying documents;

viii. If the Company is unable to verify the authority of representation, when the request is made by the identified individual's representative;

ix. If information is missing in the prescribed Request Form; or

x. If the targeted information of the disclosure request is unclear, or does not fall under the information fields set forth by the Company.

Supplemental 1: Processing Fees for Requests for Disclosure, etc.

(1) The processing fees for a request for disclosure, etc., is 800 yen (tax not included) per request.

(2) The Company may receive both the processing fees and the postage fees.

The matters in the foregoing are at the Company's discretion depending on requests.