# **Personal Information Protection Policy**

The General Incorporated Association ifLink Open Community (hereinafter referred to as the "Association") recognizes that acquired personal information is an important asset not only for users of this website, but also for the Association as a source of new value creation, and shall protect personal information in an appropriate manner in accordance with the following Basic Policy.

#### 1. Basic Policy

- 1. The Association shall comply with the Personal Information Protection Act, related laws and regulations, guidelines established by the government, and other norms.
- 2. The Association shall establish a management system for the handling of personal information and manage the information appropriately.
- 3. The Association will clearly state the purpose of collecting personal information and ensure that it is obtained through appropriate methods. Personal information that is acquired by the Association shall be handled within the scope of the purpose of use clearly indicated to the individual, and measures to ensure that the information is not used for purposes other than those stated shall be taken. Personal information shall not be disclosed or provided to third parties, except with the consent of the individual or in the event of legitimate reasons.
- 4. The Association shall maintain personal information in an accurate and up-to-date state, strive to prevent unauthorized access, leakage, loss, or damage of personal information, and continuously improve and correct its information security practices.
- 5. The Association shall respond sincerely and promptly to any inquiries from customers regarding personal information and requests for its disclosure, etc.

Established: March 30, 2020

The General Incorporated Association ifLink Open Community

# 2. Purpose of Use of Personal Information

The purpose of use of any personal information that is provided will be clearly stated in advance. Any personal information provided will be used only within the scope of its intended purpose of use. In the event of the necessity to use personal information beyond the scope of the stated purpose of use, the individual will be notified to that effect and their consent will be obtained before the personal information is used in such a manner. Any personal information entrusted from other companies will be used within the scope of the contract with the entrusting company.

# 3. Provision of Personal Information

The Association does not disclose or provide acquired personal information to third parties, except in the following cases:

- 1. When the consent of the individual has been obtained
- 2. When required by law
- 3. When necessary for the protection of the life, body, or property of a person and obtaining the consent of the individual is difficult
- 4. When entrusting the handling of personal information within the scope necessary to achieve the purpose of use
- 5. In the event of succession of business due to reasons such as merger, corporate breakup, or transfer of business

# 4. Procedures for Requesting Disclosure, etc. of Personal Information

The Association responds to requests for 1) disclosure, 2) notification of purpose of use, 3) correction, 4) addition, 5) deletion, and 6) cessation of use or cessation of provision to third parties of the personal information in its possession. Please inquire with the Association for more information on the necessary

procedures for such requests.

#### 5. The Association's Website

#### 1. Points of Note When Using Services

Please note that some of the services provided by the Association (including services on the Association's website) may not be available if personal information is not provided.

#### 2. Encryption of Communication

The website uses encryption technology such as SSL (Secure Sockets Layer) and TLS (Transport Layer Security) to protect any personal information that is provided.

Please note that if your browser does not support SSL or TLS, there may be pages on the website that cannot be accessed.

#### 3. Links

The Association cannot be responsible for the security of personal information on the websites of other companies that are linked to the Association's website. Please see the privacy policies, etc. of other companies' websites linked to this website.

# 6. Important Changes and Notifications

Any important changes or notifications regarding the protection of personal information will be posted in the notifications section of the website.

# 7. Revisions

The Personal Information Protection Policy may be revised in order to better protect personal information and to comply with any changes in laws and regulations.

# 8. Inquiries Regarding This Policy

E-mail address: info@iflink.jp

Please be as specific as possible when making any comments or inquiries.

#### Address

BUREX FIVE 602, 2-11-10 Shimbashi, Minato-ku, Tokyo 105-0004

The General Incorporated Association ifLink Open Community Personal Information Protection Manager