

March 18, 2022
Suruga Production Platform Co., Ltd.
Suruga Seiki Co., Ltd.

Notification regarding Revision of Privacy Policy

We hereby notify you of the revision of the Privacy Policy.

This revision is in response to the revision of Personal Information Act of Japan enacted in April 1, 2022.

■Effective Date

April 1, 2022

■Summary of Revision

In this revision, MISUMI Group confirms that we will handle the personal information of our stakeholders appropriately and set forth the matters to be observed in the Misumi Group Fundamental Privacy Policy. We have revised the Privacy Policy for Job Applicants, and established Privacy Policy for Business Partners to ensure that we handle the personal information of business partners and shareholders appropriately as well.

■Main revisions of revised privacy policies

1. Misumi Group Fundamental Privacy Policy

- Change the title as “Fundamental” and clarification that it is the privacy policy to be applied to the entire group
- Clarification of the exception for providing personal information to third parties as well as the matters to be observed when it is provided to entrusted parties or jointly used
- Addition of procedures for principals requesting disclosure, correction, or suspension
- Clarification that it will be notified on the website when it is revised
- Deletion of the matters targeting only customers, such as purpose of use or contact information (which have been updated in the Privacy Policy for customers)
- Adding the URL links of privacy policy for each target

2. Privacy Policy for Job Applicants

- Clarification of observing Misumi Group Fundamental Privacy Policy
- Clarification and additions to types of information collected and purposes of use
- Addition of address and representative of the company which is responsible for the management of personal data when shared
- Addition of information of the Personal Information Handling Business Operator
- Addition of procedure for principals requesting disclosure, correction, or suspension
- Addition of security control actions

■Contents of newly established privacy policy

1. Privacy Policy for Business Partners

Article 1 Definition

Article 2 Personal information Misumi acquires

Article 3 Purpose of use

Article 4 Provision to third party and joint use

Article 5 Disclosure, correction, and suspension etc.

Article 6 Matters regarding the retained personal data

■Privacy Policy after Revision

Please see the following pages for the “MISUMI Group Fundamental Privacy Policy.”

Privacy Policy for Business Partners and Privacy Policy for Job Applicants are only available in Japanese.

Misumi Group Fundamental Privacy Policy

Companies within Misumi Group (the "Misumi Group") will observe laws and regulations to protect personal information, for all personal information used by the Misumi Group for business purposes. The Misumi Group will protect personal information in accordance with the Privacy Policy as stated below.

The Misumi Group employs appropriate measures in accordance with the law to protect personal information and ensure that the individuals to whom the information belongs are not disadvantaged by Misumi Group's use of the information. In this regard, the Misumi Group declares the following:

1. The Misumi Group will establish this Fundamental Privacy Policy (this "Policy"), as well as additional individual Privacy Policies (the "Individual Policies"), and other Rules to set appropriate procedures to protect personal information. The Misumi Group will protect the rights and interests of principals of when handling personal information.
2. The Misumi Group will employ appropriate security controls when handling the personal information, train employees on these security controls, and direct employees to observe them. The Misumi Group will designate a manager for protecting personal information and will determine their accountability for Misumi Group's security.
3. The Misumi Group will acquire personal information only by legal and appropriate means and not by deceit or other improper means.
4. The Misumi Group will not provide personal information to a third party without obtaining a principal's consent in advance, except in the following cases:
 - i. when required by laws and regulations;
 - ii. when necessary to protect a human life, body, or property when it is difficult to promptly obtain a principal's consent;
 - iii. when there is a special need to improve public hygiene or promote fostering healthy children, and it is difficult to obtain a principal's consent;
 - iv. when there is a need to cooperate with a government organization, or a person entrusted by them to perform affairs prescribed by laws and regulations, when there is a possibility that obtaining a principal's consent would interfere with the performance of the legal or regulatory affairs;
 - v. when necessary to provide to university and other organization or group

- where required for use in academic studies, unless such provision or use is likely to infringe the personal rights or interest of the principal;
- vi. when personal information is provided to MISUMI Group companies or other named third parties;
 - vii. when personal information is provided in accordance with a business succession caused by a merger or other reason;
 - viii. when personal information is provided with the agreement that Misumi Group entrustment of the handling of the personal information will be handled in accordance with the Individual Policies.
5. The Misumi Group will, in case of entrusting the handling of personal information, select the parties who will handle personal information appropriately, enter agreements to ensure the third parties' appropriate handling, and exercise necessary and appropriate supervision over the entrusted parties.
 6. The Misumi Group will, when providing personal information to Misumi Group affiliated companies or by a specified third parties, give notice on its website of the categories of the jointly utilized personal information, the scope of a jointly utilizing person's use, the utilization purpose, and the name of a person responsible for controlling the such personal information. The Misumi Group will exercise necessary and appropriate supervision over third parties who jointly utilize the personal information.
 7. The Misumi Group will respond promptly and in good faith when requested by a principal to disclose, revise, delete, suspend use, suspend provision to third parties, or disclose the record on provision to third parties.
 8. The Misumi Group will continue to review and improve this Policy and Individual Policies. When this Policy or Individual Policy needs to be revised, the Misumi Group will post a notice of the updated policy on the Website.
 9. The Misumi Group will take necessary and appropriate action in the case of a data incident such as leakage, loss, or damage or any other incident covered under applicable laws and regulations.

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Individual Privacy Policies

MISUMI Group Inc. and Misumi Corporation

- Privacy Policy for Customer (Japanese only)
- Privacy Policy for Business Partners (Japanese only)

- Privacy Policy for Job Applicants (Japanese only)
- Privacy Policy for Shareholders

Suruga Production Platform Co. Ltd. and Suruga Seiki Co. Ltd.

- Privacy Policy for Customer (Japanese only)
- Privacy Policy for Business Partners (Japanese only)
- Privacy Policy for Job Applicants (Japanese only)

Daiseiki Co., Ltd.

- Privacy Policy for Customer (Japanese only)
- Privacy Policy for Business Partners (Japanese only)
- Privacy Policy for Job Applicants (Japanese only)

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If you have any questions or comments about this Policy, Individual Policies, the ways in which MISUMI collects and uses your personal information, please contact us at the contact information below.

Contact Information

Misumi Group Personal Information Officer, MISUMI Group Inc.

E-mail: privacy@misumi.co.jp