

Hyundai Welding

Privacy Policy



Overview

Hyundai Welding Co., Ltd. (the “Company”) recognizes the importance of protecting personal information of individuals and complies with the Act on Promotion of Information and Communications Network Utilization and Information Protection, the Personal Information Protection Act, and other applicable laws and regulations.

This Privacy Policy sets forth the types of personal information collected by the Company, the purposes for which such information is used, and the measures implemented to safeguard personal information.

1. Personal Information

The Company collects the following personal information for purposes such as consultation, report processing, and recruitment:

- Consultation and Report Processing: Field and content of consultation, name, email address, phone number, referral source, and service usage records.
- Recruitment Inquiries: Name, email address, subject and content of inquiry, and information included in attachments (resumes, portfolios, etc.).

2. Purpose of Collection and Use

The Company processes users' personal information within the minimum necessary scope for the following purposes. Processed information will not be used for any purpose other than those stated below. Should the purpose of use change, prior consent will be sought.

- Identity verification, confirmation of consultation and reported matters, contact for factual investigations, responding to inquiries, and notification of processing results.

3. Retention and Use Period

The Company promptly destroys personal information once the retention period, notified to and agreed upon by the user at the time of collection, has expired. However, information may be retained for a specified period if required by relevant laws, such as the Commercial Act, the Framework Act on National Taxes, or the Act on the Consumer Protection in E-Commerce. In such cases, personal information is used solely for the purpose of retention. The retention periods are as follows:

- Records on contracts: **5 years**
- Records on payment and supply of goods: **5 years**

- Records on dispute resolution: **3 years**
- Records on tax evidence: **5 years**

4. Destruction Procedures and Methods

Personal information is destroyed without delay once the purpose of collection has been achieved, unless further retention is required by applicable law.

- Personal information recorded or stored in paper form is destroyed by shredding or incineration.
- Personal information stored in electronic form is permanently deleted using technical methods that prevent recovery.

5. Provision of Personal Information to Third Parties

In principle, the Company does not provide users' personal information to third parties. Exceptions are made only in the following cases:

- Where the user has given prior consent.
- Where disclosure is required by law, or where investigative authorities request information in accordance with procedures and methods prescribed by law for investigative purposes.

6. Entrustment of Personal Information Processing

The Company does not entrust users' personal information to external parties without the users' consent. If such entrustment becomes necessary, the Company will notify users of the entrusted party and the scope of entrusted services and obtain prior consent where required.

7. Rights of Users and Legal Representatives

Users may exercise their rights related to personal information protection including the right to access, correct, delete, or suspend the processing of their data at any time in accordance with the Personal Information Protection Act and other relevant regulations.

- Rights may be exercised via the email address listed below or through the Company website, the Company will act without delay.
- If a user requests the correction or deletion of errors in personal information, the Company will not use or provide that information until the correction/deletion is completed.
- Rights may be exercised through a legal representative or an authorized agent.
- Users must not violate the Personal Information Protection Act or other laws by infringing upon the personal information or privacy of themselves or others processed by the Company.

8. Personal Information Inquiries and Complaints.

The Company has designated the following department and responsible personnel to handle personal information protection matters.

Department in Charge: Human Resources Department (Manager: Head of Department)

Email: hr@hyundaiwelding.com

For further reporting or consultation regarding personal information infringements, please contact the following agencies:

- Personal Information Infringement Report Center: Dial 118 (privacy.kisa.or.kr)
- Personal Information Dispute Mediation Committee: Dial 1833-6972 (www.kopico.go.kr)
- Supreme Prosecutors' Office Cyber Investigation Division: Dial 1301 (www.spo.go.kr)
- Korean National Police Agency Cyber Bureau: Dial 182 (cyberbureau.police.go.kr)