

## **GDPR Privacy Policy**

This Privacy Policy (“Privacy Policy”) describes how Society of Automotive Engineers of Japan, Inc. (“JSAE”, “we” or “us”) collects, uses, shares, and retains personal information that you provide to us, or that we collect, when you use our websites, related mobile applications or JSAE products and services, complete related forms, participate in JSAE events, or communicate with one of our customer service representatives (“Personal Data”).

This Privacy Policy, in addition to “Society of Automotive Engineers of Japan Privacy Policy”, applies in particular to you in the case where the General Data Protection Regulation (Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016) (“GDPR”) applies to such collection or processing, and is available on our website and through other channels. In all your dealings with us, you must ensure that others you may represent are aware of the content of our Privacy Policy and consent to you on their behalf.

We encourage you to read this Privacy Policy carefully. If you do not wish for your personal data to be used by us as set out in this Privacy Policy, please do not provide us with your personal data.

You are required to provide us with certain personal data when you sign in our services. Personal data that is mandatory is indicated in the relevant forms. Please note that we may not be able to provide you with our services if such data is not provided.

### **1. Data Controller**

Society of Automotive Engineers of Japan, Inc.

<Contact>

Attention: General Affairs Section, JSAE Headquarters

Address: 10-2 Gobancho, Chiyoda-ku, Tokyo, JAPAN

Email: [soumu@jsae.or.jp](mailto:soumu@jsae.or.jp)

### **2. Your Personal Data**

This refers to a combination of personal data such as your name, address, telephone number, email address and academic/technical background that you supply us or is supplied to us.

### **3. Purposes of the Processing and Legal Basis**

We process your personal data for the purpose and on the legal basis set out below.

| Purposes of the Processing  | Legal Basis for the Processing<br>(GDPR Article 6 paragraph 1)          |
|---|---|
| Notifying member of information concerning the JSAE   | (b) Performance of the contract   |
| Administrative procedures concerning research reports   | (f) Legitimate interests;<br>to conduct research report appropriately   |
| The issuance of the Journal of Society of Automotive Engineers of Japan or other publications   | (b) Performance of the contract   |
| Informing members of the hosting of, changes to, or cancellation of technical sessions, events or other undertaking organizations by the JSAE, as well as notifying members of application forms      | (f) Legitimate interests;<br>to host events, etc. appropriately         |
| In relation to the above, realizing the project plans approved by the decision-making bodies (Annual Meeting of the Board of Directors) as well as by the organizations within the various committees | (f) Legitimate interests;<br>to host events, etc. appropriately         |
| Sale of publications produced by the JSAE   | (b) Performance of the contract   |
| Screening award and qualifications  | (b) Performance of the contract   |
| Recruit applicants to work at the JSAE  | (f) Legitimate interests;<br>to arrange personnel affairs appropriately |
| Any other purpose related to the above and clearly defined when obtaining the personal information  | (f) Legitimate interests;<br>to improve our products and services       |

#### 4. Categories of Your Personal Data

We may collect and process your personal data in the following categories for the purposes specified in this Privacy Policy.

**Membership:** If you provide your Personal Data to JSAE to become a member of JSAE, or if you sign up to become a registered user of any website operated by JSAE, you will be required to provide certain information as part of the registration process. This information will include your first and last name, email address, and

business or home address. We may also request that you voluntarily provide other information, such as your phone number, year of birth, gender, educational background, work experience, or courses or areas of study in which you may be interested and information about your company as it relates to JSAE's products, services, and your JSAE membership. Membership information is used to communicate with you, to design content and activities that we believe would be of interest to you. If you wish to opt-out of receiving these communications from us, please follow the instructions contained in an applicable communication you receive from us and submit a request.

**Events and Conferences:** JSAE may host events that include in-person and virtual conferences, training, knowledge sharing and webinars. If you register for a JSAE event and you are a JSAE member, we will access the information in your member account to provide you with information and services associated with the event. If you register for one of our events and you are not a JSAE member, we will collect your first and last name, email address, business or home address, and the type of business you work for or with, which we will use to provide you with information and services associated with the event.

**Publications:** We offer various publications and materials through our Sites and the Sites of our agents. These publications and materials are publicly accessible and you can create an account and subscribe to receive these publications and materials. If you are not a JSAE member and you create an account for this purpose, you will be required to provide certain information as part of your account registration, including your first and last name, email address, and business or home address. You may manage your JSAE subscriptions by subscribing or unsubscribing at any time.

**Communications with JSAE:** If you communicate or correspond with us by email, through postal mail, via phone or through other forms of communication, we may collect the information you provide as part of those communications. For example, if you respond to a survey request regarding a product or service that you have purchased from JSAE, or for a JSAE event that you have attended, or otherwise correspond with us through email, we may collect and store the email address and other personal information you provide with the applicable survey response or correspondence and use it to improve our products or services offerings or to otherwise respond to your inquiry; to notify you of JSAE conferences, publications, or other services; or to keep a record of your survey responses, complaint, accommodation request, and similar purposes.

## **5. Categories of Data Recipients**

### **Service providers**

We may engage service providers (e.g. outsourcing agencies, tech vendors) as processors on our behalf. Your personal data may be passed on to them to provide services related to the aforementioned processing.

### **Legal compliance and security**

It may be necessary for us – by law, legal process, litigation, and/or requests from public and governmental authorities within or outside your country of residence – to disclose your personal data. We may disclose your personal data if we determine that, due to purposes of national security, law enforcement, or other issues of public importance, the disclosure is necessary or appropriate.

We may also disclose your personal data if we determine in good faith that disclosure is reasonably necessary to protect our rights and pursue available remedies, enforce our terms and conditions, investigate fraud, or protect our operations or users.

## **6. Transfers outside the EEA**

Your personal data will be transferred to Japan based on an adequacy decision by the European Commission.

## **7. Retention Period**

We will retain your personal data where we reasonably believe necessary in order to fulfil our services to you and comply with the applicable fiscal, tax, securities and commercial law regulations on retention of business and financial documentation.

## **8. Security Measures**

We take appropriate organizational and technical security measures to protect your Personal Data and to prevent misuse, loss or alteration thereof. In addition, we limit access to Personal Data to those employees, agents, contractors and other third parties who have a need to have access. Also the aforementioned persons involved are bound by a confidentiality obligation, either in their employment agreements or (data processor) contracts.

## **9. Your Rights**

You have the following rights:

- Access to personal data: You have the right to be provided full information about your personal data that we hold.
- Data correction: You have the right to require that we correct any incorrect information we hold about you.
- Data deletion: You have the right to ask that we delete your personal data. Please note that certain conditions may apply to the exercise of this right.
- Restriction on the processing of personal data: You have the right to ask that we restrict the use of your personal data. Please note that certain conditions may apply to the exercise of this right.
- Object to the processing of personal data: You have the right to object to the use of your personal data by us. Please note that certain conditions may apply to the exercise of this right.
- Portability of personal data: You have the right to receive your personal data in a structured and commonly used format. Please note that certain conditions may apply to the exercise of this right.
- Withdrawal of your consent: You have the right to withdraw your consent at any time wherever we have collected your personal data with your consent. Withdrawing your consent will not affect the lawfulness of any processing based on your consent prior to your withdrawal, nor will it affect processing of your personal data based on lawful processing grounds other than your consent.
- Complaint to a supervisory authority: You have the right to lodge a complaint with a supervisory authority on our collection and use of your personal data.

To invoke any of these rights, please contact us in writing at the postal address or the email address listed in the aforementioned Contact.

## **10. Modifications to this Privacy Policy**

We may revise or update this Privacy Policy from time to time. Any changes we may make to our Privacy Policy in the future will be posted on this webpage.

## **11. Cookies**

JSAE uses cookie information to provide better services, ensure security, and study how our website is being used. Third-party companies may distribute advertisements or obtain behavioral information for the purpose of advertising their company. Most browsers are set to accept cookies by default. You can set the browser to disable cookies or indicate when a cookie is being sent.

## **12. Links to other sites**

We may propose hypertext links from our websites to third-party websites or Internet sources. We do not control and cannot be held liable for third parties' privacy practices and content. Please read their privacy policies carefully to find out how they collect and process your personal data.

### **13. Children**

Our products and services are intended for adult customers. However, we may knowingly collect and process personal data on children under sixteen (16). On these occasions, we will take account of this event when processing the personal data of children and implementing the legal basis for such processing. For example, where the processing of personal data of children is based on their consent such as the processing of his/her sensitive personal data, we will seek the consent of parents, tutors, or other adults holding parental responsibility over children, if required under the GDPR.