

**PERSONAL DATA PROTECTION NOTICE TO
CONTRACTORS, SUPPLIER, SERVICE PROVIDERS, BUSINESS PARTNERS AND PROFESSIONAL ADVISERS**

1. It is necessary for contractors, supplier, service providers, business partners and/or professional advisers (including their partners, employees, directors, officers, agents and contractors) to provide data about themselves to any of us in connection with their appointment or prospective appointment for the provision of services or instruction to act for and advise any of us, as the case may be.

“Dutaland Berhad Group” means Dutaland Berhad and/or any of its subsidiaries, affiliates, related companies and associated entities.

“we” or “us” or “ours” means Dutaland Group Berhad.

The personal data collected may include, but is not limited to personal data that relates to:

- (i) your identity (including your name, age, ethnicity, NRIC number, passport details, work permit number, designation, gender, nationality, signature, professional experience, professional qualification and any identification documents);
 - (ii) your contact information (including your telephone and mobile number, fax number, email and business addresses);
 - (iii) your business information, financial information and banking account details;
 - (iv) your past experience in dealing with us;
 - (v) your past transactions with us;
 - (vi) CCTV recordings or security recordings (images, photographs and video recordings) of you;
 - (vii) recordings of your voice from calls made to us;
 - (viii) commission or alleged commission of any offence or proceedings for any offence committed or alleged to have been committed including past misconduct, the disposal of such proceedings or the sentence of any court in such proceedings; and/or
 - (ix) any other personal data that you provide to us for the purpose of the commercial transaction between us.
2. Following your appointment, we may continue to collect data about you during the provision of services from you or from other sources such as third-party background checks (including Credit Bureau Malaysia or any other registered credit reporting agency or any regulatory authorities). Data may also be generated or combined with other information available to us.
3. We will process your personal data for the following purposes, if applicable:
- (i) To consider applications;
 - (ii) To facilitate your registration process as a contractor, supplier, service provider and/or professional advisor with us;
 - (iii) Invitation for the submission of tenders and evaluation of the same;
 - (iv) Evaluation and assessment of your continued provisioning of services to us;
 - (v) Background and security screenings;
 - (vi) To extend invitations to our events and activities of;
 - (vii) For business continuity management plans and procedure;
 - (viii) Preparation and execution of legal documents;
 - (ix) Payment, accounting and tax;
 - (x) Administrative and operational purposes;
 - (xi) Security and access within our premises;
 - (xii) Contact purposes;

- (xiii) Investigating, reporting, preventing any (or potentially) fraudulent criminal, prohibited and/or suspicious transaction or activity;
- (xiv) To conduct due diligence and/or assessment for the purpose of deciding on whether to engage in a commercial transaction with you;
- (xv) Evaluation of bids and/or proposals submitted during any tender exercise;
- (xvi) To administer and give effect to the commercial transaction between us;
- (xvii) For internal investigations, audit and/or security purposes;
- (xviii) For the business, financial and risk monitoring, planning and decision making;
- (xix) For internal records management;
- (xx) For the purpose of enforcing our legal rights and/or seeking legal advice;
- (xxi) For research, statistical studies and/or data analysis;
- (xxii) For compliance with laws and regulations;
- (xxiii) To assess your creditworthiness;
- (xxiv) For insurance purposes;
- (xxv) Where you attend our events or activities, for the publication of your pictures, testimonials, opinions, voice and/or video recordings captured during such events or activities in any media and material for promotional, marketing and publicity purposes;
- (xxvi) For the purpose of development and presenting our website in the most effective manner;
- (xxvii) To facilitate your participation in our events and/or activities;
- (xxviii) For assessment in regards to the award of a project, contract and/or business venture applied for;
- (xxix) To respond to your comments, questions and requests;
- (xxx) For identification and verification purposes;
- (xxxi) To provide you with support services;
- (xxxii) To operate our premises in a manner which is physically safe, secure and befitting of health and safety requirements;
- (xxxiii) To comply with legal and regulatory obligations in the conduct of its business;
- (xxxiv) For compliance of our internal policies;
- (xxxv) To enforce our rights under the commercial transaction between or other applicable laws, to defend our rights under law and/or to obtain legal advice; and
- (xxxvi) For any other purpose that is incidental, ancillary or in furtherance to the above purposes.

The information is necessary to us. If you do not provide all the information as requested, we are unable to continue with your appointment or prospective appointment for the provision of services or instruction to act for and advise us.

4. We may disclose your personal data to the following parties (including those overseas):

- (i) Agents and service providers who provide services relating to the purposes for which the personal data is collected, including data processing services;
- (ii) Any person, who is under a duty of confidentiality and/or who has undertaken the responsibility to keep such data confidential;
- (iii) Any actual or proposed assignee, participant, sub-participant or transferee of any of our rights or obligations;
- (iv) Entities within our Dutaland Berhad Group;
- (v) Third parties appointed by us to provide services to us or on our behalf (including our agents, professional advisers and other such service providers);
- (vi) Potential or actual purchasers, successors-in-title of the business or shareholder (wholly or in part) including their advisers and representatives as a result of a potential, proposed or actual sale of business, disposal, acquisition, merger or re-organisation;
- (vii) Other parties, in respect of whom you have consented to the disclosure of your personal data; and/or
- (viii) if such action is necessary to comply with any government, law enforcement agency and industry regulators' requirements, court orders or legal processes, or if required by law.

5. If you would like to make any inquiries or complaints or requests to access, correct or limit our processing of your personal data, you may contact our *Personal Data personnel at 03-2072 3993* (from 8:30 a.m to 5:30 p.m on a working day and excludes public holidays) or pdpa@dutaland.com.my. Where you elect to contact us via telephone, please also send us an e-mail for our verification and record purposes. We shall proceed to address your concerns as soon as practicable upon receipt of your request. Any request for access or correction of personal data may subject to a fee and will be subject to the prevailing data protection laws in Malaysia.
6. We reserve the right to amend this Notice at any time and by giving further notice to you via any mode we deem suitable.
7. Your continued provision of services to Dutaland Berhad Group is deemed consent for the us to collect, process and store the data in accordance with the above. Failure to consent to the collection, processing and storage of the data in accordance with the above may result in our inability to continue with your engagement, to perform our obligations under legal and regulatory requirements in connection with, the provision of services or otherwise to process any instruction to act for and/or to advise us.
8. Where the disclosed data of other individuals apart from themselves, the contractors, supplier, service providers contractors, supplier, service providers, business partners and/or professional advisers, business partners and/or professional advisers warrant that they have obtained the consent of all such individuals to the provision of their data to us for the foregoing purposes and for disclosure to such parties as stipulated above and the service providers and/or professional advisers undertake to extend a copy of this Notice to all such individuals from time to time.
9. If you are reading this as a partner or on behalf of a company or business enterprise, this Notice, addressed to the partnership or company or business enterprise, also serves as notice to all partners or office-bearers whose data is collected and processed by us. You confirm that you have received consent from all such individuals to share their data with us for the purposes mentioned and to disclose it to the specified parties. You also agree to give a copy of this Notice to all such individuals, including any new partners or office-bearers in the future.