

Privacy Statement

Preamble

PFU Asia Pacific Pte Ltd. ("PAPL") respects your privacy. This Privacy Statement informs you of PAPL's privacy practices and of the choices you can make about the way Personal Information about you, including from your online activity, is collected and how that Personal Information is used by PAPL. The term "Personal Information" comprises all information which allows or facilitates the identification of an individual but not information excluded by law e.g. your business contact information.

1. Collection of Personal Information.

PAPL recognizes the importance of the Personal Information by which you can be identified, such as your name, address, or e-mail address. PAPL respects the privacy of people visiting its websites. Therefore, you may visit any of the PAPL websites without revealing any Personal Information. Nevertheless, PAPL may track the Internet addresses of people who visit its websites and PAPL may analyse this data for trends and statistics. However, the tracked data does not include your Personal Information.

Some PAPL websites may send "cookies" and other technologies to your computer or collect your Personal Information in compliance with applicable laws and regulations; please refer to the Privacy Statement on the specific PAPL website to see how your Personal Information is handled. There is not, however, any obligation for you to provide PAPL with your Personal Information. If you do not wish to provide the information requested, you can still visit most of PAPL's websites, but you may be unable to access certain options, offers and services.

In general, PAPL collects only Personal Information that you voluntarily provide, for example, when you register with one of PAPL's websites, or when you ask for information or provide a comment. Both the type and amount of Personal Information collected will be limited to information that is relevant to the identified purposes and is obtained by lawful and fair means, consistent with applicable Data Protection Legislation.

In a few cases, however, PAPL or its partners will need certain information from you in order to give you appropriate and comprehensive service. In such cases PAPL would ask you to provide it with the necessary Personal Information, e.g. by registering. During the registration procedure PAPL will ask for your consent to collect, store, process and transfer your Personal Information to third parties (see section 3 below).

If you provide such details (e.g. name, address, e-mail, type and scope of use of PAPL products and services used by you) PAPL will inform you in any case about how the Personal Information will be used or potentially transferred to third parties before you submit it, as per applicable Data Protection Legislation.

PAPL saves your Personal Information only for as long as necessary to fulfil the identified purposes as well as to comply with applicable Data Protection Legislation.

2. Use of Personal Information.

PAPL will only use your Personal Information for the purposes made known to you, or to which you have consented in advance. Typically, these purposes include:

- To perform a contract to which you are party to, or to take steps at your request prior to entering into a contract;
- To protect your vital interests;
- For the administration of justice, for the exercise of any functions of government or a government department, or for the exercise of any other functions of a public nature exercised in the public interest;

- To answer your questions;
- To provide offers or information requested by you;
- To communicate with you regarding PAPL's products and services and to send marketing communications to which you have previously consented;
- To meet PAPL's product and / or service commitments to you;
- To improve and develop PAPL's products and services;
- To address and proceed with any recruitment inquiry or for employment purposes; and / or
- To prevent and detect security threats, fraud or other malicious activity.

In addition, PAPL may use the Personal Information when legally necessary in order to: protect its legal rights; protect it against claims and lawsuits; comply with court orders or orders by law issued from a public authority; or where otherwise required or permitted by applicable laws.

Advertising/Marketing and Public Opinion Surveys.

PAPL will only use the Personal Information you have provided for advertising and marketing purposes to the extent to which you have previously consented.

PAPL performs public opinion surveys either directly or in cooperation with a market research institute. Either PAPL or the market research institute in this context assesses several topics, e.g. the rating of products, designs, marketing measures as well as specific user interests and requirements regarding PAPL's products and services. Participating in the surveys allows PAPL to gather important information that can be used in the development of new products and services by PAPL. To the extent PAPL relies on the services of a market research institute, the market research institute will only act on behalf of, and as instructed by, PAPL. Personal Information collected in the context of the surveys will only be used by PAPL in order to further improve its own products and services. Any additional use of your Personal Information by the market research institute is excluded, as well as the prohibition of any transfer of it to any other third party.

3. Disclosure to Third Parties.

PAPL may disclose your Personal Information to its affiliates, strategic partners and service partners who assist PAPL in providing its services to you. Also, if PAPL determines the need to sell, buy, merge, or reorganise its business, it may also need to disclose your Personal Information for such business reasons, but will pursue relevant and proper protection of your Personal Information in such an event. In addition, disclosures may be required for legal reasons, as noted in section 2 above.

4. Security.

Your Personal Information will be protected by reasonable security safeguards against accidental loss, unauthorised processing, the destruction of, or use or modification of, or unauthorised disclosure of your Personal Information.

5. Retention of Personal Information.

PAPL will retain your registered Personal Information only for as long as your account is active or as needed to provide you with the requested services, unless a longer retention period is required or permitted by law.

6. International Transfers.

PAPL is subsidiary of PFU Ltd. ("PFU") and sub-subsidiary of Fujitsu Ltd ("Fujitsu"). PFU and Fujitsu are global organisations and are made up of many companies. Accordingly, your Personal Information may be transferred overseas to companies within PFU (including service providers operating on their behalf) and to other trusted third parties, so that they may process your Personal Information on PAPL's behalf. This is required in order to allow PAPL to manage and support its business operations, to provide and deliver

services to its customers, to assist PAPL with marketing and communication initiatives, and to reorganise its business as noted in section 3 above. By using a PAPL website or otherwise providing PAPL with Personal Information, you agree to PAPL doing so in accordance with the terms of this Privacy Statement and applicable Data Protection Legislation.

7. Social Media, Cookies and other technologies.

Social Media

The PAPL website uses plugins of social media networks such as Twitter, Facebook, LinkedIn, and Google+. These plugins of other platforms can be recognised by means of a logo or the appropriate wording of the respective platform. If you use one of these plugins to select one of PAPL's websites, these plugins are able to establish a direct connection between the browser you use and the appropriate sites of the respective social media networks. As this transfer takes place directly between your browser and the respective network, PAPL does not have any access or knowledge of any data sent. Accordingly, PAPL does not have any control over the use of this data within the respective social media networks.

In the event that you make use of a social media network, and make content available to participants of these networks - content such as images, information, contact details, your personal opinion or any other types of Personal Information - this is not covered by this Privacy Statement. Rather, the terms of use and privacy policies of the respective operators of those social media networks shall apply to any such content.

Cookies, Web beacons and other technologies

PAPL collects information about visitors to its websites via the use of cookies and web beacons and other technologies in order to further improve its services and online offers. In this way, customer needs can be better met by PAPL by telling it which visitors clicked on which parts of its website, as well as to recognise your browser the next time you visit a PAPL website. Accordingly, PAPL websites send "cookies" to your computer to better serve you with more tailored information when you return to the website. Cookies are small text files that are downloaded and stored on your computer when you visit a PAPL website. They can either be just for the period of time, or session, when your web browser is open to a PAPL website, or they can be persistent cookies that store your preferences for future visits to the website.

Some jurisdictions may require your consent before serving cookies and similar tracking devices to your computer, such as prior consent, or where consent can be inferred through appropriate browser / application settings or other means. You may refuse the use of cookies by selecting the appropriate settings on your browser; for example you can always set your browser to tell you when you are sent a cookie and then refuse to receive it. And you can always delete the cookie at any time that you want.

"Web beacons" are an electronic image which can recognise certain types of information, such as website usage. They are often combined with cookies.

Web beacons may still identify a visit, but will not be able to correlate it with any cookies' information. However, please note that if you do this you may possibly not be able to use the full functionality of the PAPL website.

For further information about cookies, please visit: www.aboutcookies.org 

Google Analytics

Websites of PAPL may make use of Google Analytics, which is a web-based analysis service of Google Inc. ("Google"). Google Analytics uses cookies, which are stored on the user's computer and which allow an analysis of the use of the PAPL website by you. The information generated by the cookie about the users' use of the PAPL website is generally transferred to one of Google's servers in the USA and is stored there. Anonymisation of the user's Internet Protocol (IP) has been activated on the Google website, so that – beforehand – the user's IP-address will be shortened by Google in the country of origin. Only in exceptional cases will the full IP-address be transferred to a Google server located in the USA and shortened there.

Google will use this information to evaluate the user's use of the PAPL website, in order to put together a report about the website activities. In no circumstances will Google associate your IP address transmitted by your browser with other data stored by Google. Nevertheless, you can prevent the installation of the Google cookies with the appropriate setting of your browser. In addition, you can prevent the collection of your Personal Information by Google Analytics by clicking on the "non-accept" button, which is available when first visiting the PAPL website.

Further information on the terms of use and data protection with regard to Google Analytics is available at: www.google.com/analytics 

8. Links to other sites.

PAPL does not collect Personal Information from third party sites. In the event that PAPL should somehow receive your Personal Information from a third party site, PAPL will request your permission before collecting, storing and processing it.

Also, please be advised that websites that are linked directly or indirectly from this website (the "Linked Sites") may not be operated or maintained by PAPL. If you have connected with any Linked Sites, PAPL has no control over the collection, storage or processing of your Personal Information that may be transferred to the third party (e.g. the IP address or the URL of the website containing the link). Accordingly, PAPL disclaims liability for access to, and use of, any Linked Sites, and will not be responsible for the privacy practices of those Linked Sites.

9. Questions or Concerns.

For any questions or concerns concerning your Personal Information, this Privacy Statement, or PAPL's handling of your Personal Information, please contact PAPL at pfu.scannersupport@sg.fujitsu.com.

Within the limitation of the law, PAPL will endeavour to respond to all requests and complaints within a reasonable time, in a reasonable manner, and in a form that is generally understandable.

10. Changes to the Privacy Statement.

This Privacy Statement may change from time to time by posting an updated version on PAPL website, thereby superseding earlier versions.