

## Privacy Policy (Protection Policy of Personal Information)

Tokyo International Risk Services K.K. (the "Company") defines the following Privacy Policy for the Protection of personal information.

### **Management of personal information**

In order to prevent unauthorized access, loss, alteration, leakage, etc. of personal information, the Company make strict management of personal information by the security system.

Use of personal information

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Personal information that was entrusted to us by our clients will be used as reply to the inquiry, sending business information and questions by telephone, e-mail and post.

### **Prohibition of disclosure and provision of personal information to third parties**

The Company properly managed the personal information that entrusted to us by our client, and will not disclose to third parties, unless you want to fall under any of the following,

①If the client agreed

②In order to provide the services that our customers wishes, disclose the personal information to suppliers that the Company entrust the business.

③If it is necessary to be disclosed on the basis of the laws and regulations

The Company, for the sake of accuracy and safety of personal information, has taken all possible measures to security.

### **Inquiry of the person in question**

If the client makes inquiry and requests to modify or delete of personal information, we will respond after confirming that it is the person in question.

### **Laws and regulations, compliance and review of norms**

The Company shall comply with Japanese laws and regulations and other norms regarding personal information, we will endeavor to the improvement and review the contents of this policy as appropriate.

### **Contact**

Please contact us the following regarding the handling of our personal information.

**TOKYO INTERNATIONAL RISK SERVICES K.K.**

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