

## Data Subject Request Form

### Details of Requester

Full Name:	
Address:	
Contact:	
Email:	

### Type of Requester

- Data Subject
- Data Subject's Representative

I enclose the identity documents of Data Subject or Data Subject's Representative, following the conditions in the attached document lists, to verify the right, identity and residential address.

### Data Subject Right to Request

Please select the Data Subject right (One request form for requesting one right; in case you submit more than one request, please separate the request forms.):

<input type="checkbox"/> Right to access and obtain a copy of the Personal Data related, including to request the disclosure of the acquisition of the Personal Data obtained without his or her consent.	<input type="checkbox"/> Right to withdraw consent
<input type="checkbox"/> Right to erasure	<input type="checkbox"/> Right to restrict processing
<input type="checkbox"/> Right to rectification	<input type="checkbox"/> Right to data transfer
<input type="checkbox"/> Right to object	

### Personal Data request to process

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### Sources which personal data appears in (if any)

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**Reasons for the Request**

Please provide reasons for this Data Subject request form and enclose the relevant document(s) for verification of your right.

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**Declaration of Requester**

I confirm that I have read and understand the terms of this form and its attachment and certify that the information given in this form is true and correct. I understand that the Company must verify my identity and I am aware that legal actions may be taken against me by the Company if I deliberately give incorrect information with the intention of fraud. The Company may need to obtain more detailed information in order to verify my request for proceeding in accessing, copying, or disclosing the personal data completely.

Sign .....Requester  
(.....)  
Date .....

## **Required Identity Documents**

### 1. Data Subject

- A copy of the identification card or valid official document with photograph of the cardholder issued by the government, such as a driver's license (Thai citizen)
- A copy of the Passport (Foreigner)

### 2. Data Subject's Representative

- Power of Attorney
- A copy of the Identification card of Data Subject and Data Subject's Representative or valid official document with photograph of the cardholder issued by the government, such as a driver's license (Thai citizen)
- A copy of the Passport of Data Subject and Data Subject's Representative (Foreigner)

## **Remarks**

For any of your Sensitive Personal Data which have been contained in identity documents, you may conceal the sensitive personal data, such as religion, race, or blood type. The Company shall maintain the right to conceal and perceive that the sensitive personal data has not been obtained if you do not proceed before submission.

The Company may request more information or additional documents from the Requester. If the request is not explicit, unclear or insufficient to verify that the Requester is eligible to submit the request, the Company has a right to reject your request.

## **Company Declaration**

The Company may reject your request in the following cases:

- (1) Requester fails to verify identity or eligibility
- (2) Request is invalid. For example, you are not entitled to make a request, or your personal data are not found in Company storage, etc.
- (3) Request is repetitive without reasonable causes.
- (4) Personal Data Processing of personal data is needed for freedom of expression; or for historical documents or annals for public interest or research or statistical purposes under the appropriate protection measures or necessary for Company's operations or performance of granted authority by laws or any processing of the sensitive personal data which is still needed to achieve following the purposes of preventive medicine, occupational medicine, public interest in public health under the Articles 25 (5) (a) and (b) of the Personal Data Protection Act.
- (5) Personal Data Processing is necessary for establishment, compliance or exercise of legal claims, or defense of legal claims
- (6) Proceeding with the request negatively affects freedom of others
- (7) Personal Data Processing is obliged by laws
- (8) Personal Data Processing is necessary for the Company's performance of a task carried out in the public interest or exercising vested by official authority or laws.
- (9) Personal Data Processing is necessary for contractual obligation between the Data Subject and the Company.
- (10) Personal Data Processing is necessary for legitimate interests.

The Company will process your request free of charge. However, the Company may charge a reasonable fee if your request is deemed unreasonable or repetitive.

The Company will consider your request and notify you of the outcome of consideration within 30 days from the date of receiving your request.