

Favelle Favco Berhad (19920107739 (249243-W)) and its group of companies (** see complete list of companies below) ("**Favelle Favco Group of Companies**") respect your privacy. We treat and view your personal data seriously.

This Personal Data and Privacy Notice is issued to all our Favelle Favco Group of Companies' scholarship applicants/recipients and internship applicants, pursuant to the requirements of the Malaysia Personal Data Protection Act 2010.

Personal Information & Data Collection

In the course of your application for a scholarship and/ or internship and for the duration of the Favelle Favco Group of Companies' Scholarship Agreement ("**Scholarship Agreement**") or Internship Programme ("**Internship Programme**"), we will request that you provide data and information about yourself and your family members ("**Personal Data**").

Such Personal Data may include information concerning name as per identity card, identity card number, age, contact number, passport information, nationality, gender, residential address, email address, date of birth, marital status, education details, academic qualifications, intended courses of studies, school activities, family details, information in audio and/or video format (including voice, video recording, closed circuit television ("**CCTV**") or security recording), images (including photographs), etc; and may in some instances, include sensitive information such as physical or mental health, biometric information, political opinions, religious beliefs or other beliefs of a similar nature, the commission or alleged commission and/or charge of an offence, and other such data necessary for the purpose of the Scholarship Agreement or Internship Programme.

Why do we collect Personal Data?

Personal Data you provide will be collected, used and otherwise processed by us for, amongst others, the following purposes:

- (a) for evaluation of scholarship application;
- (b) for potential employment-related purposes by virtue of the compulsory services term under the Scholarship Agreement;
- (c) to monitor, evaluate and assess the performance of scholarship students during the duration of scholarship;
- (d) to facilitate payment of scholarship and other administrative management in connection with the scholarship award;
- (e) for internal record keeping;
- (f) meeting any legal or regulatory requirements relating to our provision of scholarship to you, and to make disclosures under the requirements of any applicable law, regulation, direction, court order, by-law, guideline, circular, code applicable to us;

- (g) for evaluation of internship application;
- (h) for administration and facilitation of internship placement, onboarding;
- (i) to monitor, evaluate and assess your performance during internship;
- (j) for potential employment related purposes post-internship;
- (k) to obtain legal advice or enforce legal rights;
- (l) judicial or arbitration proceedings or any other form of legal proceedings;
- (m) to enable us to contact you and/or send you information by email or telecommunication means (telephone calls or text messages); and
- (n) any other purposes relating to or necessary to enable Favelle Favco Group of Companies to provide scholarships or internships to you or to enable you or Favelle Favco Group of Companies to perform any obligations under the Scholarship Agreement and/or Internship Programme.

What are the effects arising from failure to provide Personal Data?

The failure to supply such Personal Data will / may result in us being unable to:

- (a) evaluate/ assess your scholarship or internship application/ and your performance during the duration of scholarship or internship;
- (b) perform our obligations under the Scholarship Agreement or the Internship Programme, including payment of scholarship funds; and
- (c) contact you for necessary communications under the Scholarship Agreement or the Internship Programme.

Disclosure

Personal Data provided to us will generally be kept confidential. However, there may be occasions when we will have to disclose your personal data to other categories of parties and you hereby consent and authorize us to provide or disclose Personal Data to the following categories of parties:

- (a) any person to whom we are compelled or required to do so under law, regulation, court order and etc.
- (b) law enforcement agencies, government agencies, statutory authorities and regulators, tribunal or courts;
- (c) our auditors, contractors, consultants, vendors, external auditors, counsellors, accountants, insurers, lawyers or legal advisors, or other financial or professional advisers or data processors;
- (d) our shareholders, sub-contractors or third party service or product providers, our business partners, our clients as may be determined to be necessary or appropriate;
- (e) any person notified and authorized by you;
- (f) financial institutions;
- (g) any person/party appointed by us to recover our outstanding debt;



PERSONAL DATA AND PRIVACY NOTICE (SCHOLARSHIP/INTERNSHIP)

- (h) potential buyers in the event of acquisition/merger/disposal of assets; and
- (i) Favelle Favco Group of Companies (** see complete list of companies below).

Safeguards

We shall keep and process Personal Data in a secure manner. We endeavour, where practicable, to implement the appropriate administrative and security safeguards and procedures in accordance with the applicable laws and regulations to prevent the unauthorized or unlawful processing of Personal Data and the accidental loss or destruction of, or damage to, such Personal Data.

Data Transfer & Sharing

Where we consider it necessary or appropriate for the purposes of data storage or processing or providing any service or deliverable on our behalf to you, we may transfer Personal Data to a third party service / product providers or to Favelle Favco Group of Companies, within or outside Malaysia, under conditions of confidentiality and similar levels of security safeguards.

Your Rights of Access and Correction

You have the right to request access to and correction of Personal Data held by us and in this respect, you may:

- (a) check whether we hold or use such Personal Data and request access to such data;
- (b) request that we correct any Personal Data that is inaccurate, incomplete or out-of- date;
- (c) request that we specify or explain our policies and procedures in relation to data and types of Personal Data handled by us.

Written requests for access to Personal Data or correction of Personal Data or for information regarding policies and procedures and types of Personal Data handled by us can be made to:

PDPA Manager, Favelle Favco Berhad

Address: Lot 586, 2nd Mile, Jalan Batu Tiga Lama, 41300 Klang, Selangor Darul Ehsan

Tel No.: +603 3349 5465

E-mail : pdpa@favellefavco.com.my

We will retain your personal data for as long as reasonably necessary to fulfil the purposes we collected it for, including for any operational, legal, regulatory, tax, accounting or reporting purposes.

Third Party Consent

In the event you have provided personal data of third parties (e.g. your emergency contact person, employers/previous employers, authorized representatives, referees, lawyers, financiers) to us, we rely on you to have sufficiently obtained the prior consent of such third parties to allow us to process their personal data in relation to the Purpose

Changes to our Privacy Policy

We reserve the right to amend this Privacy Policy from time to time without prior notice. We advise that you check our Privacy Policy on a regular basis.

In accordance with the requirement of Malaysian data protection and privacy law, this Privacy Notice is issued in both English and Bahasa Malaysia. In the event of any inconsistencies or discrepancies between the English version and the Bahasa Malaysia version, the English version shall prevail.

I have fully read and understood this Personal Data and Privacy Notice and by signing this, I consent the use of my Personal Data in accordance with the terms of this Personal Data and Privacy Notice.

Name :

Signature :

Date :

List of Favelle Favco Group of Companies:

- 1 *Favelle Favco Cranes (M) Sdn Bhd*
- 2 *Favelle Favco Cranes Pte. Ltd.*
- 3 *Favelle Favco Cranes (USA), Inc.*
- 4 *Favelle Favco Cranes Pty. Limited*
- 5 *FF Management Pty. Limited*
- 6 *Milperra Blasting and Coating Pty. Limited*
- 7 *Krøll Cranes A/S*
- 8 *FES Equipment Services Sdn Bhd*
- 9 *Favelle Favco Winches Pte Ltd*
- 10 *Shanghai Favco Engineering Machinery Manufacturing Co., Ltd*
- 11 *Favco Offshores Sdn Bhd*
- 12 *Favelle Favco Machinery And Equipment L.L.C*
- 13 *Favco Heavy Industry (Changshu) Co., Ltd.*
- 14 *Exact Automation Sdn Bhd*
- 15 *Sedia Teguh Sdn Bhd*
- 16 *Exact Analytical Sdn Bhd*
- 17 *Strata Niaga Sdn Bhd*
- 18 *Strata Niaga (B) Sdn Bhd*