



Personal Data Privacy Notice

For the Participants of the Training, Seminar or Other Activities

Thailand Institute of Justice (Public Organization) (hereinafter referred to as “TIJ” or “we” or “our”) gives highest priority to the protection of your personal data and in order for you to ensure that we will protect and manage your personal data in accordance with the laws concerning personal data protection, we then established this Personal Data Privacy Notice for your acknowledgement of details, as a third party who is the participant of the training, seminar, or other activities with TIJ, in relation to the processing of personal data, whether it be the collection, use and disclosure (collectively referred to as “the processing”) that may be occurred and including to inform you of the rights on your personal data and our contact channels as follows:

1. Purposes for the collection, use and disclosure of personal data

As you are the participant of the training, seminar, or other activities convened by TIJ, we may conduct the processing of your personal data for relevant purposes by relying on relevant lawful basis, as follows:

Clause	Purposes	Lawful Basis
1.1	For the proceedings necessary for the consideration and selection of the participants of the training, seminar or other activities of TIJ which shall mean to include the interview process, the evaluation and selection process, and the process of operation management in relation to the consideration and selection of the selection of the participants of the training, seminar or other activities of TIJ	Contractual basis Legitimate interest basis

Clause	Purposes	Lawful Basis
1.2	<p>For the necessary coordination for inviting, you as the guest speaker, and for the preparation of proceedings, the readiness preparation, and the provision of facilitation in the lecture or the carrying out activities as well as the receiving or sending of documents, the communication between you and TIJ, the inspection of the performance of agreement and the payment of remuneration, etc. In this respect, your personal data may be disclosed, as necessary, to the agents, contractors/sub-contractors, and service providers for any operation of TIJ.</p>	<p>Contractual basis</p> <p>Legitimate interest basis</p>
1.3	<p>For the proper preparation of the training, seminar or other activities and for your convenience such as the analysis and the arrangement of activity types, the finding of venue, the catering of food and beverage, the procuring of accommodation, the event registration, the preparation of registry and records on the participation of activities of the participants, the preparation of souvenirs including the preparation of relevant facilities, etc.</p>	<p>Legitimate interest basis</p>
1.4	<p>For notifying details for the participation of the training, seminar or other activities such as name list of the participants, date, time and venue, etc.</p>	<p>Legitimate interest basis</p>
1.5	<p>For the evaluation, analysis and improvement of the convening of the training, seminar other activities of TIJ and the event atmosphere pictures may be used for supporting the response to the evaluation form of the regulatory authorities or the applying for relevant prizes or awards in relation to the organization management.</p>	<p>Legitimate interest basis</p>

Clause	Purposes	Lawful Basis
1.6	For the risk management, supervision and inspection of operation including for the internal audit of the internal audit office, the closing of expenses and the management in the organization.	Legitimate interest basis
1.7	For maintaining security in building area or activity venue of TIJ by closed-circuit television (CCTV).	Legitimate interest basis
1.8	For using as database of the stakeholders of TIJ and/or the using of data for relations management or relevant cooperation in relation to TIJ including opinion survey for analysis and improvement of TIJ's operation.	Legitimate interest basis
1.9	TIJ may record the picture, video and/or voice, or live broadcast for the public relations on the convening of the training, seminar or other activities convened by TIJ (including the convening of online events). TIJ may publicize such picture, video and/or voice records, or live broadcast through relevant public relations channels both inside and outside TIJ such as public relations through online media or TIJ's website or through newspaper or television, etc.	Legitimate interest basis
1.10	For the production of media so that the participants of such training, seminar or activity can study or view the records of which later, or for producing as TIJ's knowhow.	Legitimate interest basis
1.11	For the management and administration concerning your health, hygiene, and safety.	Preventing or suppressing danger to a person's life, body or health (Vital Interests)

2. Personal Data which shall be collected

In general, TIJ shall collect your personal data by directly requesting the data from you; nonetheless, there may be some circumstances that TIJ collects your personal data from other sources such as government authorities, the department that you are positioned in, the external department which is the host of the training program or other public sources such as searchable data on the internet, etc.

In this regard, the personal data collected by TIJ are as follows:

2.1 General personal data

(1) Identity data such as first name, last name, identification card number, passport number, date of birth, gender, age, nationality, signature, photo, etc.;

(2) Contact data such as address, phone number, email, Facebook, LINE ID, phone number of your secretary (if any), etc.;

(3) Financial information (Financial Data) such as bank account number (used for receiving remuneration (if any))

(4) Data on the participation of relevant activities of TIJ such as the registration, captured image, video and/or voice records or other types of motion picture, etc.;

(5) Data on education and training such as education profile, the program trained;

(6) Data of work such as occupation, position, the department positioned in, work profile.

(7) Data concerning opinion, expectation, satisfactory on the participation in the training, seminar or other activities, acknowledgement on the operation of TIJ;

(8) Data regarding car (in case that it is intended for TIJ to provide parking lot) such as car brand, plate registration number, name of the car owner.

(9) Other personal data for the provision of facilitations as necessary such as flight details, shirt size, the preferred food or beverage, etc.;

(10) Data of the score and test result;

(11) Screening data pursuant to communicable disease preventive measures.

2.2 Sensitive personal data

For the convening of the training, seminar or other activities, TIJ may request you to provide certain sensitive data such as health data, data regarding disability, religious data, food allergy data, etc. In this respect, unless otherwise prescribed by laws, TIJ shall proceed to request for your prior consent before the collection of such sensitive personal data.

In case of the copy of identification card which contains sensitive personal data such as religious and blood type, in general, TIJ has no intention to collect and use religious and blood type data specified in your identification card for any specific purpose. In the event that you provided TIJ the copy of your identification card, it is requested that you conceal such data. If you did not conceal such data, it shall be deemed that you authorized TIJ to conceal those data and such document with concealed data shall be deemed valid and legally enforceable in all respects. In case that TIJ is unable to conceal those data due to some technical limitation, TIJ shall collect and use such data as a part of your identification documents only.

3. Period for retention of personal data

TIJ shall retain your personal data for the period necessary for the purposes of the collection, use or disclosure of personal data set out in this Privacy Notice. The criteria used for determination of the retention period is the period that TIJ still has relation with you in any capacity. and/or the period necessary for the compliance with laws or the statutory prescription period, or for the establishment, compliance, exercise or defense of legal claim, or for other reasons pursuant to the internal policies and rules of TIJ.

4. Disclosure of personal data

In order to carry out the proceedings for the purposes set out in this Privacy Notice, TIJ may disclose your personal data to the third party as follows:

4.1 The government authorities, state authorities, independent organizations, regulatory authorities or other authorities as prescribed by laws including the officers which exercise powers according to the laws such as court, public prosecutor, police, etc.;

4.2 Agents, contractors/sub-contractors and/or service providers for any operation provided for TIJ such as transportation service providers, the service firms for the conducting of

marketing activities, media producers, advertising agencies, activity organizers, event organizers, travel and accommodation agencies, guest speakers, training institutes, etc.;

4.3 Ordinary people (only for the public relations of photos of the event or the announcement of the name of the winners of the awards or rewards for playing games) through online and offline media of TIJ and of the third party.

4.4 Hospital or clinic.

5. Your rights as the owner of personal data

As the owner of personal data, you have the rights as prescribed in the Personal Data Protection Act B.E 2562 (2019). In this respect, you can exercise your relevant rights through the channels specified by TIJ in Clause 7 or through TIJ website, whereby you will be entitled to exercise the rights when the laws concerning personal data protection are applied to TIJ. The relevant rights having details as follows:

5.1 Right to withdraw consent

In case that TIJ requests for your consent, you shall have the right to withdraw the consent for the processing of your personal data that has already given to TIJ unless such withdrawal of consent is restricted by laws or by the agreement that provides you the benefits. Such withdrawal of consent shall not affect the processing of personal data legally conducted according to your prior consent.

5.2 Right to access to personal data

You have the right to request for an access to and the request for the copy of your personal data under control of TIJ, including to request TIJ to disclose the acquisition of such data that you have not given consent to TIJ.

5.3 Right to request for the submission or the transfer of personal data

You have the right to request TIJ to transfer your personal data that you have given to TIJ as prescribed by laws.

5.4 Right to object the collection, use or disclosure of personal data

You have the right to object the processing of data relating to you in respect of the collection, use or disclosure of your personal data as prescribed by laws.

5.5 Right to request for the erasure of personal data

You have the right to request TIJ to delete your personal data as prescribed by laws. Nevertheless, TIJ may store your personal data using electronic system pursuant to which some systems may be unable to delete the data, and for such case, TIJ shall destroy or cause such data to be unable to identify your identity.

5.6 Right to request the restriction of the use of personal data

You have the right to request TIJ to restrict the use of your personal data as prescribed by laws.

5.7 Right to request for the rectification of personal data

If you found that the data controlled by TIJ is incorrect or you have changed your personal data, you have the right to request TIJ to correct your personal data so that such personal data be accurate, current, complete and not causing misunderstanding.

5.8 Right to lodge a complaint

You have the right to lodge a complaint with the competent officers under the Personal Data Protection Act B.E 2562 (2019) in case that TIJ breaches or does not comply with such Act.

6. Amendment of this Privacy Notice

We may amend and update this Privacy Notice from time to time, and if there is such amendment, we will keep you posted through TIJ website and/or inform you via email. If it is necessary to request for your consent, we will proceed to request additional consent from you.

7. Contact channels

If you have question or require further details concerning the protection of your personal data, the collection, use and disclose of your personal data, the exercising of your rights or if you have any complaint, you can contact TIJ as per the following channels:

Thailand Institute of Justice (Public Organization)

Contact Place: 999 Chaengwattana Rd., Thungsonghong, Laksi, Bangkok, 10210

Telephone: 02-522-1199

Personal Data Protection Officer

Lt.Col. Panot Sangtubtim

Contact Place: 999 Chaengwattana Rd., Thungsonghong, Laksi, Bangkok, 10210

Telephone: 02-522-1199

Email: panot.s@tijthailand.org

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(Phiset Sa-ardyen)

Executive Director of the Thailand Institute of Justice