

## Privacy Policy

Established on July 1, 2006

Revised July 23, 2014

We recognize the importance of protecting personal information, try to keep proper handling of personal information in mind, and make efforts so as not to violate the privacy of customers and employees.

Also, in order to comply with laws and regulations regarding the protection of personal information, we established internal rules, "Jorte Inc. Privacy Compliance Program" and will continue to do this throughout the company.

In order to protect the personal information of customers and employees, we will comply with following rules.

- (1) In order to protect the personal information of customers and employees, we will comply with relevant laws and other norms.
- (2) "Personal Information Protection Compliance Program," established on a voluntary basis, to comply with it, and make continuous improvement.
- (3) We take appropriate safety control measures, to prevent disclosure, loss, destruction, alteration of personal information you provide, unauthorized access to personal information and to rectify.
- (4) In addition to personal data protection training for employees, assign the personal information manager and strive to appropriately manage personal information.
- (5) When asked to provide personal information from customers and employees, inform their purpose, always done with consent.
- (6) The personal information provided by customers and employees is to be used only within a range of purposes have agreed, without the consent with customers and employees, it shall not be used for any other purpose.
- (7) For answering queries about the personal information, please get in touch with us at: [privacy@jorte.com](mailto:privacy@jorte.com). If disclosure or corrections are asked from the customer or employee, we respond to it confirming personal identification.