

# Privacy Policy

Dongwon Metal Co., Ltd. (hereinafter referred to as "the Company") values the privacy of its users and complies with the relevant privacy protection laws, such as the Act on Promotion of Information and Communications Network Utilization and Information Protection, the Personal Information Protection Act, and the Protection of Communications Secrets Act. The Company is committed to protecting users' rights and interests by establishing a privacy policy in accordance with these laws.

The Company will notify users of any amendments to the privacy policy through website announcements or individual notifications.

This policy is effective from January 1, 2024.

## Article 1: Purpose of Using Personal Information

The Company uses personal information for the following purposes. Personal information collected will not be used for purposes other than those stated below, and any changes in usage will be subject to separate consent in accordance with Article 18 of the Personal Information Protection Act.

- **Visitor Registration**  
Personal information is used for purposes such as visitor identification.
- **Job Applications**  
Personal information is used for purposes such as verifying the applicant's identity, reviewing application details, and notifying results.

## Article 2: Types of Personal Information Collected

- **Collected Items**
  - Visitor Registration: Name, company name
  - Job Applications: Name, date of birth, gender, phone number, address, email, hobbies, skills, military service information, educational background, certifications, photo, foreign language proficiency, career details, and self-introduction.

## Article 3: Retention and Usage Period of Personal Information

The Company retains collected personal information based on the following criteria:

- Visitor Registration and Job Applications: Retained for 1 year
- Exceptions: If legal investigations or inquiries related to law violations are ongoing, personal information will be retained until the conclusion of such investigations.

## Article 4: Right to Refuse the Collection of Personal Information

(1) Users are required to give consent before the Company collects personal information. Personal information is collected only when such consent is provided.

(2) Users have the right to refuse consent for the collection of personal information.

(3) If consent is refused, the Company may not be able to verify the user's identity, making it impossible to register for visits or apply for jobs.

## Article 5: Disposal of Personal Information

The Company promptly disposes of personal information when its retention period expires or its purpose is achieved. If other laws require further retention, the information will be moved to a separate database or stored in a different location.

- **Disposal Procedure**

The Company selects personal information to be disposed of and obtains approval from the Personal Information Protection Officer.

- **Disposal Method**

Personal information recorded or stored in electronic files is permanently deleted to prevent recovery. Personal information recorded or stored in paper documents is shredded or incinerated for disposal.

## Article 6: Measures to Ensure the Security of Personal Information

In accordance with Article 29 of the Personal Information Protection Act, the Company implements the following measures to ensure the security of personal information:

- **Administrative Measures: Establishment and implementation of internal management plans, regular staff training, etc.**
- **Technical Measures: Operation of security programs to prevent leaks or damage from hacking and malicious code; use of firewalls to block unauthorized external access.**
- **Physical Measures: Access control to data centers and archives.**

## Article 7: Personal Information Protection Officer

The Company designates the following Personal Information Protection Officers responsible for overseeing personal information-related tasks and addressing grievances:

- **Administrative**

Department: General Affairs & Safety Team

Name: Eui-Sik Son

Position/Title: Team Leader/Senior Manager

Phone: +82-53-859-2200

Fax: +82-53-853-2319

Email: [esshon@dwmic.com](mailto:esshon@dwmic.com)

- **Technical**

Department: IT Team

Name: Young-Moon Cha

Position/Title: Team Leader/Senior Manager

Phone: +82-53-859-2215

Fax: +82-53-853-2319

Email: [cym@dwmic.com](mailto:cym@dwmic.com)

## Article 8: Remedies for Rights Infringement

Users may contact the following organizations for relief or consultation regarding personal information infringement. These institutions are independent of the Company and provide assistance if users are dissatisfied with the Company's resolution or require further support:

- **Personal Information Infringement Report Center (KISA)**
  - Tasks: Reporting and consulting on personal information infringements
  - Website: [privacy.kisa.or.kr](http://privacy.kisa.or.kr)
  - Phone: 118 (no area code required)
  - Address: 135 Jungdae-ro, Songpa-gu, Seoul, Korea
- **Personal Information Dispute Mediation Committee (KISA)**
  - Tasks: Mediation of personal information disputes, collective dispute resolution
  - Website: [privacy.kisa.or.kr](http://privacy.kisa.or.kr)
  - Phone: 118 (no area code required)
  - Address: 135 Jungdae-ro, Songpa-gu, Seoul, Korea
- **Supreme Prosecutors' Office Cyber Crime Investigation Unit: +82-2-3480-3573([www.spo.go.kr](http://www.spo.go.kr))**
- **Korean National Police Agency Cyber Terror Response Center: 1566-0112([www.netan.go.kr](http://www.netan.go.kr))**