



Request for Exercising Data Subjects 'Rights Form

1. Data Subjects' Rights

With respect to the personal data collected used or disclosed by Applied DB Public Company Limited and its subsidiaries (hereinafter collectively referred to as "ADB" or "The Company" or "We") the data subjects may exercise the rights under the Personal Data Protection B.E. 2562(2019) ("PDPA") by submit this request form and supporting documents in person, via email or in writing by post to company as detailed below:

Contact:	Internal Control and Management System office (ICMS)
Mailing address:	Applied DB Public Company Limited 252 Moo4, Sukhumvit Road, Prakasa Muang, Samutprakarn 10280
Telephone No.:	02-709-4040-9 Ext. 1091
E-mail:	PDPA@adb.co.th

2. Details of Data Subject and the Application on behalf of the Data Subject

2.1. Please provide information below (for the benefit of ADB to contact you regarding the exercise request and for the purpose of searching for personal data in accordance with Paragraph 3.1).

Question	Answer
<b>Data subject's information</b>	
First and Last name	
Phone No.	
Email address	
<b>Request Made on Data Subject's Behalf (Only in the case of doing it on behalf of the data subject) if you submit this request on behalf of the data subject, please provide addition information below.</b>	
First and Last mane	
Phone or Email address	
Relation with the Data Subject:	
<b>Evident</b>	To establish your and the data subject's identity and the legal authority to act on the data subject behalf, you may provide the following to



Question	Answer
	<p>ADB.</p> <p><input type="checkbox"/> Copies of identification document of you and the data subject (You must redact the sensitive data contained in the identification, e.g. religion, genetic data, and blood type prior the submission to ADB)</p> <p><input type="checkbox"/> Power of attorney authorizing you to act on the data subject's behalf or other evidence of guardianship, i.e., as the parent, guardian, and curator of the data subject (if the data subject is a minor. Incompetent person or a quasi-incompetent person)</p>
Option to receive the Personal Data (For exercising the right to access the Personal Data):	<p><input type="checkbox"/> Via E-mail address with the security</p> <p><input type="checkbox"/> receive in person (required for the verification to receive to Personal Data)</p>
<p><b>Proof of Data Subject's Identity</b></p> <p>ADB requires proof of your identity before ADB can respond to your request. If this form is submitted to ADB in person, ADB may ask you to present your identification such as identification card, passport or driver license (not expired), when submitting the form and/or provide a certified true copy by the cardholder of such identification document and redact your sensitive data, e.g., religion, genetic and blood type, from the certified copy before providing it to ADB.</p> <p>If you send this request by email or by post, you must attach a photocopy of the government-issued identification card (Not expired) certified true copy by the cardholder and redact any sensitive data e.g., religion, genetic and blood type, together with the request before submitting to ADB.</p>	

2.2. If you have changed your name, last name or title please provide the relevant document evidencing the change.

2.3. ADB will only use the information you provide on this form to identify you and the Personal Data you are requesting to exercise your rights. To respond to your request. ADB may request additional information from you to help confirm your identity and legal authority.

### 3. Exercise of Rights

3.1. Please provide details regarding your request below.



Question	(✓)	Answer
What is your relationship with ADB?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Employee Customer Supplier/ Vendor/ Service provider Visitor Speaker/Lecturer /Consultant Job Applicant User of the Website or application Representative, Contact person, coordinator of .....
Which right(s) you wish to exercise? (You may further review and study details of these rights in the Privacy policy of ADB)	<input type="checkbox"/>	<u>Assess and Obtain</u> : to access your Personal Data, obtain copy of your Personal data and to disclose the acquisition of your Personal Data which ADB obtained without your consent
	<input type="checkbox"/>	<u>Data Portability</u> : To receive your Personal Data and to transmit your Personal Data to the third party, or to receive the personal data which ADB transferred to the third party
	<input type="checkbox"/>	<u>Objection</u> : to object the collection, use or disclosure of your Personal Data
	<input type="checkbox"/>	<u>Deletion ('Right to be forgotten')</u> : to have your Personal Data deleted, destroyed or de-identified
	<input type="checkbox"/>	<u>Restriction</u> : to restrict the processing of your Personal Data
	<input type="checkbox"/>	<u>Rectification</u> : to rectify your inaccurate Personal Data to remains accurate, up-to-date, complete, and not misleading
	<input type="checkbox"/>	<u>Withdraw Consent</u> : to withdraw your consent



Question	(✓)	Answer
What is the purpose(S) of processing you wish to withdraw your consent? ( <i>Please specify this item only when you exercise the right to withdraw your consent</i> )	<input type="checkbox"/>	All purposes of processing which rely on your consent
	<input type="checkbox"/>	Certain purposes (please specify) .....
What is the information held by ADB that you wish to exercise your right(s) to? (Please provide details about such information, e.g., time frames, dates, types of transaction, types of documents, file number of other relevant information (if any))		
Please provide reasons why you wish to exercise the right(s)		

- 3.2. ADB will contact you for additional information if your request is unclear or does not provide sufficient information for ADB to response to your request.
- 3.3. In the event that ADB requested to send or transfer the Personal Data to the data subject at the address or email provided in item 2.1 and such address or email is not in line with the information held by ADB, ADB reserves the right to not proceed accordingly, until it is proved to ADB that such address or email is the address or email of the data subject.
- 3.4. For the benefit of the Data Subject that ADB takes into account and is committed to the safety and protection of personal data, ADB may refuse to comply with your request if
- 3.4.1. the person submitting the request does not have evidence to verify that he/she is the data subject or does not have the authority to submit such request,
- 3.4.2. such request is unreasonable, for example, the person submitting the request does not have legal ground to exercise the rights of Personal Data in the possession of ADB,
- 3.4.3. such request is superfluous, e.g., requests of the same nature or of the same content repeatedly without justifiable reason,
- 3.4.4. ADB has compelling legitimate grounds to reject such request as required or permitted by the PDPA and/or any applicable law.



4. Signature and acknowledgment

You have read and understood the contents of this request carefully and certify that the information provided to ADB is true and correct. You better understand that such verification by ADB is to verify your identity and protect your personal information. Verification of your authority by ADB is required in order to fulfill a request to protect the personal information of the data subject according to law. ADB may request additional information from you in order to complete the request correctly and completely. In this regard, You therefore sign the request as evidence.

Applicant (Sign) .....

Fully name .....

Date.....

For Data protection officer only:

Processor Name:..... Division : .....

Phone No:..... E - Mail: .....

Result

(✓)	Detail of operating	Completion date
<input type="checkbox"/>	Sent completed as request	
<input type="checkbox"/>	The request has been handled.	
<input type="checkbox"/>	The request is denied, and the applicant has ceased to exercise the right.	
<input type="checkbox"/>	Other .....	