

Handling of Personal Information

1. Purpose of use of personal information

We use personal information for the following purposes.

(1) Personal information acquired on CLOMO business

Items of personal information to be acquired	Purpose of use
- Personal information about devices (owner's name, owner's email address, phone number, latitude, longitude, location information acquisition date and time, outgoing phone number, incoming phone number, incoming and outgoing call date and time, etc.) - Personal information about users (name, employee code, UPN, portrait photo, company address, company phone number, company extension number, company fax number, sub-email address, organization code, job title, etc.)	(i) Initial settings related to CLOMO, account management and other operation proxy service (ii) Troubleshooting and operating instructions for CLOMO
Personal information about 24/365 services (reporter's name, contact information, etc.)	Provision of remote control proxy operating services such as remote wiping

* The user data that the user inputs and saves on a cloud server such as Microsoft Azure through the programs provided by us in the CLOMO service is information directly input and saved by the user in the operating company of said cloud service such as Microsoft Corporation, and we have no management responsibility for this.

* In programs provided by us in the CLOMO service, if users desire to control apps provided by third parties such as Google LLC or Apple Inc., the operation log, location information, etc. of the said app may be automatically transferred to the app provider. However, we will not incorporate such automatic transfer programs into the CLOMO service unless so instructed by the user.

(2) Personal information acquired when responding to inquiries and conducting sales activities

Items of personal information to be acquired	Purpose of use
- Name, company name, company address, affiliated department, e-mail address, etc.	(i) Responding to inquiries such as requesting materials and applying for use of evaluation software (ii) Solicitation activities via telephone or e-mail regarding the use of various services provided by us or a third party affiliated with us (iii) Delivery of news emails about us and our services (iv) Various communications such as on contract renewal (to coordinators at the client company) (v) Sales support (for coordinators at our partner companies)

(3) Personal information acquired upon hiring

Items of personal information to be acquired	Purpose of use
Name, email address, phone number, address, gender, date of birth, educational background/work history, discipline or awards, qualifications, number of spouse and dependents	For consideration in hiring

(4) Personal information acquired when outsourcing

Items of personal information to be acquired	Purpose of use
Name, email address, phone number, Individual Number (number verification, identity verification material), savings account no., etc.	(i) For ordering operations processing (ii) For proper tax processing such as preparation of payment records

(5) Personal information of employees

Items of personal information to be acquired	Purpose of use
Name, email address, phone number	For business communications
Name, address, date of birth, Individual Number, dependent information, etc.	For employment personnel management, assignment, preparation of employee name list, provision of welfare and benefits, withholding procedures, social insurance related procedures, legally required procedures, and other employment management
Savings account no.	Payment of salary, etc.
Physical and health information	Physical and health information (for health management, ensuring an appropriate working environment, leave of absence, assignment determinations, working hour management, and other employment management)

2. Outsourcing of personal data

We may outsource the handling of personal data to a third party if necessary to achieve the purpose of use specified in advance. In this case, we will properly manage and supervise the outsourcee.

3. Matters for notification regarding retained personal data

For the purpose of use and disclosure procedures regarding personal data retained by us (including disclosure of our records of provision to third parties), see Matters for Notification Regarding Retained Personal Data.