

Kissei Personal Information Protection Policy

KISSEI PHARMACEUTICAL CO., LTD., Kissei Shoji Co., Ltd., KISSEI COMTEC CO., LTD., HASHIBA TECHNOS CO., LTD., and KISSEI AMERICA, INC. (collectively, “we,” “our”) respect the dignity of individuals and basic human rights. We handle personal information as part of our business activities and follow all relevant laws, regulations, and internal rules to manage and protect that information properly. With the goal of providing safe and reliable services to patients, customers, business partners, shareholders, and other stakeholders, as well as to our officers and employees (collectively, “you,” “your”), and further improving those services, we have established the following policy on protecting your personal information and are committed to putting it into practice.

1. Clarification of Purpose of Use

We clearly define the purposes for which we use personal information so that anyone who is informed of those purposes can easily determine whether or not the way we handle the information is within the necessary scope of those purposes.

2. Proper Collection

We use lawful and appropriate means and procedures to collect personal information, following all applicable laws and regulations, this policy, and other internal rules.

3. No Use Beyond Stated Purpose

We do not use the personal information that we collect for anything other than the stated purposes, unless we have obtained your consent or are required to do so by law.

4. Assurance of Accuracy

We strive to keep personal information that we hold accurate, complete, and up to date, in line with the purposes for which it is used.

5. Security Controls

We take all necessary and up-to-date measures that we reasonably believe are needed for organizational, human, physical, and technical security controls employed to prevent leaks, loss, or damage to personal information in its use and management. In doing so, we comply with all applicable laws and regulations, this policy, and other internal rules.

6. Provision of Personal Information to Third Parties

We do not provide your personal information to third parties without your prior consent, unless required to do so by law. If we need to outsource the handling of personal information to a third party for the stated purposes, we will properly supervise the contractor in accordance with the law.

7. Shared Use of Personal Information

We may share the use of personal information that we collect with third parties in accordance with the law. We share the necessary personal data of officers and employees of Group companies among the relevant departments and other units of Group companies, within the scope of purposes that we separately define. KISSEI PHARMACEUTICAL CO., LTD. is responsible for the management of this shared use.

8. Overseas Transfers

When we transfer personal information outside Japan or from a specified country to a third country, we handle it in a manner that ensures its management according to the standards set by Japanese law.

9. Disclosure

We make information accessible to you regarding whether we hold your personal information and the purposes for which it is used.

10. Response to Your Requests

We have appropriate procedures in place to respond sincerely to your requests to disclose, correct, or cease the use of your personal information that we hold.

11. Fulfillment of Responsibilities as Administrator

We fulfill our responsibilities to ensure that we use and protect personal information properly in compliance with applicable laws and regulations, this policy, and other internal rules.

Established December 1, 2004

Amended April 1, 2022