

Privacy Policy

Nippon Control System Corporation (hereinafter referred as to “NCS”) will comply with the laws and regulations and other norms in relation to personal information and manage personal information properly, thus ensuring the protection of the personal information of customers.

1. Use of personal information

NCS will handle personal information properly within the scope of the purpose of use as below and purpose of use indicated upon acquisition thereof.

- a. To answer inquiries from customers and communicate with customers
- b. To promote sales regarding the services of NCS by telephone, email or postal mail, etc.
- c. To conduct surveys and reviews aiming at development and improvement of services
- d. To create statistical materials regarding services

2. Provision of personal information to third parties

NCS may forward collected personal information to third parties including its affiliates for review for development and improvement of services, etc.

When NCS outsources the handling of personal information to a third party, NCS will conduct a strict investigation on the relevant third party and conduct proper supervision to retain confidentiality.

3. Restriction of use and provision

Except for the case where there is request for disclosure of information under the laws and regulations, or any other special reason, NCS will not use the collected personal information by itself for purposes other than the purpose of use, or provide it to a third party. However, NCS may disclose information on access to NCS’s website or attributes of the users, etc. that have been statistically processed.

4. Management of personal information

NCS will strive to maintain accuracy of personal information and manage it securely.

NCS will take proper information security measures against unauthorized access or computer viruses, etc., in order to prevent loss, destruction, alteration or leaks, etc. of personal information

NCS will not take out personal information or have it leaked by external transmission, etc., except for in cases provided otherwise under the laws, regulations or rules, etc. in advance.

5. Disclosure, correction, deletion of personal information

NCS confirms the fact that customers have a right to request disclosure, correction, deletion, etc. of their own personal information, and if there is such a request, NCS shall handle the matter promptly without any objection.

6. Inquiries on personal information

Contact: Nippon Control System Corporation

Service hours: 10:00 a.m. -6:00 p.m. weekdays

No service on Saturdays and Sundays, national holidays and holidays designated by NCS

Email to: i-pals@nippon-control-system.co.jp

7. Security of personal information

NCS takes reasonable and strict security measures for risks including loss, destruction, alteration or

leaks, etc. of personal information due to unauthorized access, however, please note that NCS will not be liable for loss, destruction, alteration or leak, etc. of personal information due to reasons not attributable to NCS, including the following events:

- a. When disclosing personal information on the Internet in a form that can be accessible by any person
- b. When disclosing personal information on a website other than NCS's
- c. When personal information is leaked from a terminal used by a customer, or when personal information is leaked due to the use of a password under the control of a customer
- d. When an email address input by the customer on various application forms is incorrect (in various application forms, in order to have customers confirm the content input by the customer, there is a scheme in which the application information will be automatically sent to the registered email address. Therefore, even if the email address is wrong, application information will be automatically sent to that email address)

8. Change of Privacy Policy

This Privacy Policy may be changed without notice to the customer.

The Privacy Policy after the change shall be deemed to come into effect when the Privacy Policy is published on the website of NCS unless otherwise provided by NCS.

June 2016

Nippon Control System Corporation

Nobuyasu Horiuchi

Representative Director

NCS may revise the above Policy. In such instance NCS shall notify of any revisions on this website.