

Privacy Policy

Studist Corporation ("Company") strongly recognizes the importance of the protection of personal information.

The Company establishes a management system for personal information protection for each service of the Company (collectively, "Service", users of the Service shall hereinafter be referred to as "Service Users") and each business activities of the Company while appropriately and carefully handling personal information.

Article 1 (Comply with Laws and Regulations)

The Company will comply with the laws and ordinances, government policies, and other rules established by the Japanese government regarding the handling of personal information and keep the management system for personal information protection current.

Article 2 (Scope of Application)

- 1 This Privacy Policy ("Policy") applies to the use of the Service and business activities of the Company, and if the Company stipulates other provisions for the handling of personal information concerning the Service Users, its clients, and employee, the person who has resigned the Company, job applicants, and stakeholders (collectively, "Users") on the website operated by the Company, in other privacy policies issued by the Company, and other privacy regulations, or in the terms of use of the Service, such provisions shall also apply, and if such provisions conflict with the Policy, such provisions shall prevail.
- 2 Provisions under the Policy shall not apply to the affiliate services provided by a third party that is being used in tandem with the Service ("Affiliate Services) and any services provided by any third parties (collectively, "External Services"). Please refer to the privacy policy separately set forth by the provider of such External Services with regard to the handling of information of the Users by the External Services.

Article 3 (Acquisition of Personal Information)

The Company may acquire information of the Users including personal information

(“Personal Information”, as defined in Paragraph 1, Article 2 of the Act on the Protection of Personal Information, the same shall apply hereinafter) set forth below for the Service and business activities of the Company. The Company will properly acquire such information, not by deceit or other wrongful means. If the Company acquires the Personal Information in other manners other than through the Service or business activities of the Company, the Company will give prior notice of the utilization purpose of the Personal Information to the Users or disclose it in advance to the public.

(1) Information to be collected by the Company.

The Company will acquire name, gender, date of birth, phone number, email address, and the name of company and/or department that the Users are assigned to, and other information that the Users, at the User’s option, enter or provide throughout the Service and business activities of the Company, to the extent necessary for the provision of the Service and business activities of the Company.

(2) Other information to be collected by the Company for the use of the Service by the Service Users.

The following information will be included in the information to be collected by the Company.

- Terminal information

If the Service Users use the Service on a terminal or a cell phone, the Company may collect any terminal information used by the Service Users (including ID to identify the terminal) to maintain and improve the Service, or for unauthorized act prevention.

- Log information, action history, and information concerning the usage of the Service

The Company may collect IP address to be automatically created and saved in using the Service, date and time when the Company receives requests from the Service Users, information concerning operation history created in the Service, and information concerning the usage of the Service by the Service Users to maintain and improve the Service, or for unauthorized act prevention.

- Cookie and Anonymous ID

The Company may use a technology called “Cookie” and a similar technology in the Service. Cookie is a globally standard technology that allows a webserver to identify the Service Users’ electronical terminal. Cookie may identify the Service Users’ electronical terminal, but not the personal information of the Service Users. Cookie may be disabled by changing the setting on the Service User’s electronic terminal,

but by doing so the Service Users may not be able to access the whole or a part of the Service.

- Information to be acquired in tandem with the External Services

The Company may acquire ID used by Service Users in the External Services in tandem with the Service and also information that the Service Users allow the provider of the External Services to disclose in accordance with the privacy setting of other external services.

Article 4 (Utilization Purpose of Personal Information)

1. The Company will utilize personal information of the Users to the extent for the purposes set forth below or in cases where the purpose of use is found to be clear in light of the circumstances of the acquisition, and the Company will not use the personal information of the Users for other purposes without the Users' consent and when permitted by law.

(1) Personal information collected through the inquiries in relation to the Service, and request for information material or/and a free trial of the Service.

- Sales and marketing activities.

- Responding to inquiries in relation to the Service, request for information material, and a free trial of the Service.

- Provision of information on the Company's products, the Company's information, the Company's services, and its related information.

- Information is collected through a questionnaire to reflect requests from customers in the Company's products and services, planning solutions, development, advertisement, and sales and service activities.

(2) Personal information collected through sales activities (business negotiations, seminars, and exhibition) in relation to the Service.

- Sales and marketing activities.

- Confirmation of participation in seminars and business communication

(3) Personal information of the Service Users.

- Identify verification and authentication for the use of the Service.

- The contents of contracts for the Service, contract management including the status of payment.

- Reviewing the status of utilization of the Service for the purpose of planning, development, maintenance, and improvement of the Service.

- Creation and utilization of statistical information in relation to the Service

- Notification of important news about the Service
 - Announcement of the Service and responding to inquiries in relation to the Service.
 - Notification including announcement and information of the Affiliate Services.
 - Sending an announcement of the Service and products, other campaigns, questionnaire, and direct e-mails.
 - Responding to violation of the terms of the Company in relation to the Service.
- (4) Personal information of clients
- Management of clients' information and transactions.
 - Achievement of transaction.
 - Notification including announcement and information in relation to the Service.
 - For the purpose of planning, development, maintenance, and improvement of the Service.
- (5) Personal information of employees of the Company and individuals who have resigned from the Company.
- Employment and human resources management.
- (6) Personal information of applicants
- Information management and contact in relation to employment screening and its results.
- (7) Personal information of shareholders
- Execution of rights of stakeholders and performance of the Company's obligation
 - Information provided by the Company to shareholders, provision of convenience.
 - Implementation of measures to smoothen the relationship between shareholders and the Company.
 - Creation of data pursuant to laws and regulations, and management of shareholders.
2. If there are temporary purposes of collecting personal information other than the foregoing, the Company shall notify the Users thereof at the time of the collection. The Company may change the utilization purpose provided for in the preceding paragraph to the extent that such change is reasonably deemed to be related to the original utilization purpose upon which the Company shall notify the Users of such change, published in the Service or on the website operated by the Company, or by

other methods.

Article 5 (Provision of Personal Data to Third Parties)

The Company will not disclose and provide any personal data (“Personal Data”, as defined under Paragraph 6, Article 2 of the Act on the Protection of Personal Information, the same shall apply hereafter) to any third parties; provided, however, that this shall not apply to the following cases.

- (1) cases based on laws and regulations.
- (2) cases in which there is a need to protect human life, body, or fortune, and when it is difficult to obtain a principal's consent.
- (3) cases in which there is a special need to enhance public hygiene or promote fostering healthy children, and when it is difficult to obtain a principal's consent.
- (4) cases in which there is a need to cooperate in regard to a central government organization or a local government, or a person entrusted by them performing affairs prescribed by laws and regulations, and when there is a possibility that obtaining a principal's consent would interfere with the performance of the said affairs.
- (5) cases in which there is business succession including the transfer of the Personal Data of the Users that is caused by a merger, company split, business transfer, or other reasons.
- (6) cases in which the acquisition of the Personal Data is based on the prior consent of the Users.

Article 6 (Proper Protection of Personal Data)

The Company will take appropriate actions to make the Personal Data accurate and current, and the Company will properly and safely control the Personal Data of the Users for the prevention of leakage, loss, or damage and the protection thereof.

Article 7 (Procedures Concerning Demand for Disclosure)

The Company is responding to (1) demand for disclosure, (2) demand for the notification of utilization purpose, (3) demand for correction, (4) demand for additional contents, (5) demand for deletion, and (6) demand to cease or erase the utilization, of any Personal Data of the Users held by the Company. For details of the procedures, please send an e-mail to privacy@studist.jp.

Fees will be charged when the request for disclosure and the notification of the utilization purpose are made, and the Company may not proceed with those procedures if the Company is not liable for those obligations under the Act on the Protection of

Personal Information and other laws and ordinances and such requests are made repeatedly without justifiable grounds, or if it requires disproportionate technical effort.

Article 8 (Supervising Outsourcing Contractors)

The Company may entrust outsourcing contractors with the handling of the Personal Data, in whole or in part, collected from the Users to the extent necessary for the achievement of the utilization purpose. In such a case, the Company will thoroughly screen for the eligibility of the outsourcing contractors, stipulate matters concerning confidentiality for concluding contracts, and conduct necessary and appropriate supervision for establishing a system to manage the Personal Data.

Article 9 (Disclaimer)

The Company assumes no responsibility for the acquisition of the Personal Data by any third parties for the following cases.

- (1) cases in which the Users use functions of the Service or other methods to disclose the Personal Data to a third party.
- (2) cases in which an individual becomes identifiable by the information entered in the Service by the Users.

Article 10 (Utilization of Statistical Information)

Based on the personal information of the Users acquired by the Company, the Company may create statistical information that is processed to make it impossible to identify a specific individual. The Company may use such statistical information without limitation.

Article 11 (Inquiry Regarding Personal Information)

For any inquiries or complaints regarding the handling of personal information or the handling of personal information of the Users, please send an e-mail to privacy@studist.jp.

Article 12 (Revision of the Policy)

The Policy may be revised. The Company will notify the Users of the fact that the Company made a significant change in the Policy, in an easy-to-understand manner.

Establish on May/1/2021.