

EMPLOYEE AND CONTRACTOR DATA PROTECTION NOTICE

Effective: 1 May 2025

Enactment and Amendments to this Privacy Policy

This privacy policy was enacted on 12 June 2024 and will be effective from 12 June 2024. If there are any additions, deletions, or modifications due to changes in laws, policies, or security technologies, the revised privacy policy will be announced on the company's website at least 7 days prior to its implementation, along with the reasons and details for the changes.

History of Enactment and Amendment of Privacy Policy

No.	Date of Enactment and Amendment	Details of Amendment
1	1 st September 2023	Newly Enacted
2	1 st November 2023	Updates to Consent Letter Form
3	12 th June 2024	Updates to Appendix A

[English version](#)[Korean version](#)**I. INTRODUCTION**

The legal entity named on the contract of employment of the Employee, or the engagement of the Contractor (the “**Company**”) has prepared this Employee and Contractor Data Protection Notice (“**Notice**”) to outline its practices regarding the collection, use, storage, transfer, and other processing of individually identifiable information about Employees or Contractors (“**Personal Information**”). For the purposes of this Notice, “**Employee**” means any individual who is, or has been employed by the Company. For the purposes of this Notice, “**Contractor**” means any individual who is engaged to provide services to the Company and who is not an employee of the Company or a non-executive director of the Company. If you are a Contractor, the terms of this Notice do not create an employment relationship between you and the Company. The Company may also provide additional data protection or privacy notices from time to time to Employees and Contractors.

In the event this Notice is provided to an Employee or Contractor in a language other than English, any discrepancy, conflict, or inconsistency between the two language versions shall be resolved in favour of the English version, subject to applicable law.

[English version](#)[Korean version](#)**II. PERSONAL INFORMATION COLLECTION AND PURPOSES OF USE**

Good employment and engagement practices, and the effective running of our business require the Company to collect, use, store, transfer and otherwise process certain Personal Information.

The Company collects Personal Information that is directly relevant to its business, required to meet its legal obligations, or otherwise permissible to collect under applicable law. The categories of Personal Information that we collect, and the purposes for which we use the data that we collect, except where restricted by applicable law, are listed in [Appendix A](#) for Employees and [Appendix B](#) for Contractors of this Notice. We receive Personal Information from you and from other sources, such as colleagues, managers, referrals and background check providers, and public sources. Certain data listed in this notice may require additional consent which will be obtained prior to the Company collecting the data.

We collect and process Personal Information about you: (i) because we are required or permitted to do so by applicable law, (ii) because such information is necessary to fulfil your contract of employment or engagement with the Company and facilitate your relationship with the Company, (iii) because such information is of particular importance to us, and we have a specific legitimate interest under law to process it, (iv) where a public interest requires it, (v) where the Personal Information is necessary for the establishment, exercise or defense of legal claims, or (vi) where necessary to protect the vital interests of you or another person, or (vii) where necessary, we obtain consent of Employees for collection and processing of Personal Information.

If you do not provide certain categories of Personal Information, the Company may not be able to accomplish some of the purposes outlined in this Notice and the issue may need to be escalated to Human Resources to deal with as appropriate.

SENSITIVE PERSONAL INFORMATION

The Company may collect and process certain special categories of Personal Information (“**Sensitive Personal Information**”) about Employees, Contractors, or dependents where required by or permitted under applicable law, where necessary for the establishment, exercise, or defence of legal claims, or, where necessary, the Employee or Contractor has provided their explicit consent. Subject to applicable law, the Company may process information about:

- physical and/or mental health for the purposes of benefits administration and addressing workplace health, safety and accommodation issues
- criminal charges/convictions or unlawful behaviour for recruitment and employment screening purposes and for registration and licensing requirements
- work-related illnesses or injuries for the purpose of complying with legal obligations (or assessing entitlements)
- sexual orientation, race and/or ethnic origin, physical and/or mental health, religious beliefs for purposes of reporting on diversity and inclusion statistics, complying with government reporting requirements, and/or other legal obligations
- biometric data, such as fingerprints and iris scans, for the purposes of electronic identification, authentication and corporate security at secured Company premises, or to otherwise comply with applicable law
- trade union affiliation

For further information on the purposes of using the above data, please also reference [Appendix A](#) for Employees and [Appendix B](#) for Contractors.

PERSONAL INFORMATION ABOUT FAMILY MEMBERS AND FRIENDS

If an Employee or Contractor provides the Company with Personal Information about members of their family and/or other dependents and friends (e.g., for emergency contact, benefits administration purposes and

volunteering), it is that Employee's or Contractor's responsibility to inform such individuals and obtain agreement that their data can be shared with the Company. Should the individual have any questions, please refer them to this Data Protection Notice and Section IX for contact information.

If you are sharing information for an individual who is based in EEA, Switzerland or UK please provide them with a copy of the EMEA Regional [Data Protection Notice](#).

III. COOKIES

Non-essential and essential cookies are collected on some websites and mobile applications that the Company uses. Please refer to the following [policy](#).

IV. ACCESS BY COMPANY PERSONNEL

Where permitted by applicable law, access to Personal Information is restricted to those individuals who need such access for the purposes listed in this notice and [Appendix A](#) for Employees and [Appendix B](#) for Contractors, including but not limited to members of the Human Resources Department and the managers in the Employee's or Contractor's line of business, and to authorised representatives of the Company's internal control functions such as Compliance, Chief Administrative Office, Information Security, Corporate Security, Audit and Legal. Access may also be granted on a strict need-to-know basis to others where permitted by applicable law. Access to the employee/contractor individual shared drive is provided to direct managers for 30 days post-termination.

V. DISCLOSURE

To the extent permitted by applicable law and as appropriate to achieve the purposes described in this Notice, Personal Information may be disclosed by the Company as follows:

Given the global nature of the Company's activities, the Company may (subject to applicable law) transmit Personal Information, including Sensitive Personal Information, to other Bank of America affiliates or operations located in other jurisdictions, including the United States or other jurisdictions where data protection laws may not provide an equivalent level of protection to the laws in the Employee's or Contractor's home jurisdiction. A listing of affiliates belonging to the Bank of America Corporation group can be provided upon request by contacting the HR Service Center using the contact information provided in the Questions section of this notice.

The Company may disclose, in accordance with applicable law, relevant Personal Information to certain third parties in connection with the provision of services to the Company. Where the processing of Personal Information is delegated to a third party data processor, such as those listed in [Appendix A](#) for Employees and [Appendix B](#) for Contractors, the Company will delegate such processing in writing, will choose a data processor that provides sufficient guarantees with respect to technical and organizational security measures, such as data protection and information security requirements, governing the relevant processing, and will ensure that the processor acts on the Company's behalf and under the Company's instructions.

Personal Information also may be disclosed, where permitted by applicable law, in connection with a corporate restructuring, sale, or assignment of assets, merger, divestiture, or other changes of the financial status of the Company or any of its subsidiary or affiliated companies. Personal Information also may be released to protect the vital interests of Employees and Contractors, to protect the legitimate interests of the Company (unless this would prejudice the rights and freedoms or interests of the Employee or Contractor), or in the Company's judgement to comply with applicable legal or regulatory obligations and regulatory inquiries or requests.

VI. SECURITY

The Company maintains appropriate technical and organizational measures designed to protect against unauthorised or unlawful processing of Personal Information and/or against accidental loss, alteration, disclosure or access, or accidental or unlawful destruction of, or damage to, Personal Information. This is documented in the [Information Security Monitoring Notice](#) which you should read in conjunction with this Notice.

VII. ACCESS, PORTABILITY, RECTIFICATION AND SUPPRESSION, LIMITATION AND RESTRICTION OF PROCESSING AND ACCURACY OF PERSONAL INFORMATION

Employees and Contractors are entitled to access Personal Information held about them where permitted under applicable law (with the exception of any documents that are subject to legal privilege, that provide Personal Information about other Employees and Contractors, or that otherwise are not subject to data subject access rights). Any Employee or Contractor who wishes to access their Personal Information or (where permitted under applicable law) request portability of their data, should contact a member of the Human Resources Department using the contact information set out in Section IX below.

To the extent required by applicable law, Employees and Contractors have the right to have inaccurate data corrected or removed (at no charge to the Employee or Contractor and at any time), or to limit or restrict processing of their data.

To assist the Company in maintaining accurate Personal Information, Employees and Contractors must ensure they keep their Personal Information up to date on the Company's Global HR system. In the event that the Company becomes aware of any inaccuracy in the Personal Information it has recorded, it will correct that inaccuracy at the earliest practical opportunity.

To the extent available under applicable law, Employees and Contractors may also have the following rights (including but not limited to):

- to request a copy of Personal Information held by the Company (as part of an access request above);
- to request further information or complain about the Company's practices and processes regarding their Personal Information;
- to object to, withdraw consent to, restrict, or request discontinuance of collection, use, disclosure and other processing of their Personal Information as described in this Notice and to request deletion of such Personal Information by the Company;
- rights related to automated decision making.

For all inquiries, Employees and Contractors should contact a member of the Human Resources Department using the contact information set out in Section IX below. Under applicable law, in certain circumstances, the Company may be exempt from or entitled to refuse the above requests or rights. Certain additional terms and conditions may be applicable to process requests or rights, such as requiring communications to be in writing or requiring proof of identity.

VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION

The Company does not use automated decision making on Employee or Contractor processes. 'Automated decision-making' is the process of making a decision by automated means without any human involvement.

Collection, use, disclosure, transfer, and other processing, including storage, of Personal Information may be by electronic or manual means, including by hard-copy or soft-copy documents or other appropriate technology. Personal Information may be stored in an Employee's or Contractor's home jurisdiction and/or other jurisdictions in which the Company has operations.

The Company will maintain Personal Information for as long as it is required to do so by applicable law(s), or for as long as necessary for the purpose(s) of use and processing in Section II, whichever is longer (“the retention period”). Any maximum storage term set forth by applicable law will prevail. The Company will delete Personal Information after the applicable retention period. The retention periods for each type of data and jurisdiction are outlined on the Global Records Retention Schedule found on the [Global Records Management page on Flagscape](#). Retention requirements are available upon request for new Employees and Contractors who do not yet have access to the internal site.

The criteria used to determine our retention periods include:

- As long as we have an ongoing relationship with the Employee or Contractor
- As required by a legal obligation to which we are subject
- As advisable in light of our legal position (such as in regard of applicable statutes of limitations, litigation, or regulatory investigations)

The time period necessary to achieve the purpose of use and processing.

IX. QUESTIONS

Should any Employee or Contractor have any questions, concerns, or complaints about this Notice, please contact the Human Resources Service Centre via hrsc.apac@bofa.com or by phone at **00800.2722.4772** or **+65.6591.1166**.

In certain countries, if you have additional queries about the way in which the Company processes your Personal Information more broadly, you may contact the local Data Protection Officer using the following contact details:

Bank of America, N.A. Seoul Branch

Ahee Park, Chief Personal Information Protection Officer and COO

82-2-788-1542

You may also contact us at [<dpo@bofa.com>](mailto:dpo@bofa.com).

Employees and Contractors may have the right to lodge a complaint with the local Data Protection authority.

X. CHANGES TO THIS NOTICE

Should the Company substantially modify the manner in which it collects or uses Personal Information, the type of Personal Information it collects, or any other aspect of this Notice, it will notify Employees and Contractors as soon as reasonably possible by reissuing a revised Notice or taking other steps in accordance with applicable laws including obtaining Employee and Contractor consent where required.

XI. JURISDICTION-SPECIFIC CLAUSES

SOUTH KOREA

This Notice and Consent is designed to be read and understood together with the detailed information set out in the “Consent to Collection, Use and Provision of Personal (Credit) Information” attached as Annexure 1. In the event of any inconsistency, the detailed information in the “Consent to Collection, Use and Provision of Personal (Credit) Information” will prevail. This Notice should also be read in conjunction with the “Policy on Processing (Handling) of Personal Information,” a copy of which is available from Korea Compliance.

Consent of the Notice

I have read the “Employee and Contractor Data Protection Notice”. I expressly and voluntarily consent to the application of its terms regarding the collection, processing, use, and international transfer of my Personal Information (and Sensitive Personal Information) by the Company whilst acknowledging that data protection laws in other jurisdictions to which my Personal Information (and Sensitive Personal Information) is being transferred to may not provide the equivalent level of protection to the laws of my home jurisdiction during and in connection with the course of my employment or engagement.

I confirm that, prior to providing any Personal Information of other individuals to the Company (if applicable), I have duly provided them with all information regarding the processing of their Personal Information and their related rights, as described in the Notice and that I have obtained the explicit (and, where applicable, written, or separate) consent of those individuals, where necessary, to the processing of their Personal Information. Please refer to instructions for how to consent to the Notice.

Appendix A - Employee

The Categories of Personal Information We May Collect, Use, Transfer and Disclose, unless restricted by applicable law:

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> • Administering and managing the Employee employment relationship, general administration and budgeting; preparation, management, and use of internal communication. • Recruiting activities, talent management and succession planning. • Authentication/identification of Employees, including voice authentication (e.g., for help desk). • Human resources information systems (“HRIS”) and application support and development. • Information technology and information security support (including firewall monitoring in accordance with the Company’s regional Information Security Monitoring Notices, anti-spam and virus protection, and other monitoring). • Management of internal business operations (including monitoring compliance with Company policies and procedures pursuant to the Company’s regional Information Security Monitoring Notices). • Complying with applicable government reporting and other local and foreign law requirements (including the requirements of the US Sarbanes-Oxley Act or other applicable internal control regulations and in such areas as immigration, tax or statutory financial regulation). • Payroll and compensation management, administration and 	<ul style="list-style-type: none"> • Recruitment/applicant information: Pre-employment references; employment history; language(s) spoken; previous compensation; video recording. • Employment and job information: Job title and/or position and description of responsibilities/duties; job family; location; band/seniority; employee identifiers; department; line and sub-line of business; local Company entity name; cost centre information; employment dates; supervisor/manager/team lead name and contact information; work contact information; termination details. • Personal demographic information: Date and place of birth; dependent family member’s date of birth; nationality; gender; name (including birth surname and any other former names); dependent family member’s full name; family/marital status; copy of the birth certificate; details of military service. • Visa/citizenship details: Work eligibility status; entitlement to residency; citizenship; visa details. • Contact details: Address, telephone, email and emergency contact details. • Payroll: Social insurance number or other tax identifier number; MyNumber; bank account details; full address; tax and social security contributions; payroll payments and deductions and other financial

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<p>processing (including compensation metrics and decisions, bonus calculations and stock plan administration).</p> <ul style="list-style-type: none"> • Complying with local or foreign state and/or country specific tax and immigration laws and regulations and payroll reporting, not limited to but including business travel. • Benefits/recognition and insurance administration and management (including decisions regarding eligibility for staff loans). • Fostering career planning and growth. • Training, advice and counselling purposes. • Employee performance and productivity reviews/assessments and general performance management. • Defending, preparing for, participating in and responding to potential legal claims, investigations and regulatory inquiries (all as allowed by applicable law). • Disciplinary actions/investigations (as permitted by applicable law). • Client and customer service and marketing activities (including, but not limited to, internal and external internet and intranet sites, marketing materials, event management materials, deal documents, pitch books and as required to provide services and products to our clients). • Managing relationships with clients and other third parties (including licensing and registration bodies, legal counsel, stock exchanges, or business counterparties). 	<p>information; shift and overtime data; tax forms (e.g. P60 (UK)).</p> <ul style="list-style-type: none"> • Management of employees: Recommendation letters; query management records; Flexible Working Requests; voice recording; video recording (e.g. town halls). • Global mobility: Business travel information (including business visa details, Frequent Flyer ID, travel logs and itineraries). • Absence data: Absence details (e.g., holiday and maternity leaves). • Attendance data: Details of work hours. • Physical security and life safety data: Swipe card entry data; CCTV; photograph (Security ID Card); accident and incident reporting; biometrics; data required for purposes related to health and safety in the workplace, or to otherwise comply with applicable law. • Compensation: Compensation information (including base salary, market rates, incentive payment(s), stock options information and allowances). • Pension: Information related to retirement planning. • Employee benefits: Benefits records and related information (e.g., health insurance, life insurance, car lease). • Education and training: Academic record, professional qualifications and memberships; professional training; Company internal training; video recording.

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<ul style="list-style-type: none"> • Post-employment purposes (e.g., providing employment references, assessing rehire eligibility, and any of the purposes listed in this notice that may be applicable during the post-employment period). • To assist with Information Technology operational support (including system maintenance and bug fixes). • To promote the safe and healthy working conditions of Company facilities. • Diversity and Inclusion Data is used on an anonymous basis for reporting and promotions. Diversity and Inclusion Data excluding disability status is used on a personally identifiable basis, for talent management, succession planning, and training and conference opportunities. • Corporate Alumni program for former employee engagement. • Manage volunteers and provide programs. • Real Estate Facilities Management • Monitoring and managing regulated employees' compliance with applicable laws, rules, regulations and Company policies. • Assessing adherence to Outside Business Activities – Enterprise Policy requirements and evaluating actual or perceived conflicts of interest. • Assessing adherence to Associate Investment Monitoring requirements and evaluating actual or perceived conflicts of interest. • Whistleblowing Investigations – Reviewing Personal Information 	<ul style="list-style-type: none"> • Regulatory data (where applicable): Licenses and certifications; financial regulatory registration; voice recording. • Succession planning details: Reporting structure; talent management and succession planning data (including mobility preferences, date assigned to a talent pool, talent pool name and description, areas of expertise, general management experience, leadership behaviour, strengths and development needs). • Performance/development plans/multi-sided reviews: Performance related information (including assessments and ratings (e.g., results rating, behaviour rating, potential rating)), performance goals description, key competencies description. • ER case compliance/legal management: Areas for development, coaching notes, feedback from others, self-assessment description, manager review description, performance expectations, measurement criteria, action dates, manager progress notes; career development information; employment disciplinary record, activities and investigations; information pertaining to any grievances raised. • Technical information: Including username and passwords, voice data, IP address, domain, browser type, operating system, click-stream data and system logs and electronic and non-electronic content and documents created or produced by

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<p>provided by a whistleblower and information collected as part of an investigation into a whistleblowing concern and any follow up that is required.</p> <ul style="list-style-type: none"> • Alumni Network – Personal information that you provide as an employee may be used to provide you with benefits and services of the Alumni Network if you become a member in the future: Confidential Unique Identifiers, Employment Information, Financial account information, Job Information, Personal Contact Information, Retirement/Pension Planning 	<p>you using Company systems or in the performance of your role with the Company.</p> <ul style="list-style-type: none"> • Securities and stock trading: Details of outside business activities and directorship(s) (where relevant for employment-related purposes); securities and stock trading activity/experience (where relevant for employment-related purposes). • Signatures: Including digital images and physical copies. • Associate Investment Information: Details of personal investment accounts of employee and/or the employee's Affiliates (a family member, such as a spouse, domestic partner or children who live with the employee or any other person who is financially dependent upon the employee) to ensure they are compliant with applicable laws and regulations. Includes: Investment Firm name, Investment Account number, Investment Account Transaction Reports or Statements, and Securities and stock trading activity.
Optional item	<ul style="list-style-type: none"> • Virtual or in-person events (including information needed for participation in virtual or in-person events). This may include information on your spouse or children where appropriate. In the context of virtual or in person events, personal information or other information may be collected when an individual visits us online to register for an event, attends an event, asks for event information, downloads content, or shares an interest to attend an event through our client relationship partner. 	<ul style="list-style-type: none"> • Virtual or in-person events data: Information needed for participation in virtual or in-person events: speaker biographies, travel details, spouse/partner name, name and age of child/children collected through parents or guardians attending events, dietary requirements of individuals attending an event, special assistance needs of individuals attending an event.

[Unique Identification Information]

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> • Administering and managing the Employee employment relationship, general administration and budgeting; preparation, management, and use of internal communication. • Recruiting activities, talent management and succession planning. • Authentication/identification of Employees (including voice authentication (e.g. for help desk)). • Human resources information systems ("HRIS") and application support and development. 	<ul style="list-style-type: none"> • Visa/citizenship details: passport details, National ID.

[Sensitive Information]

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> • Administration and management of employee employment relationships, general management and budgeting; creating, managing, and using internal communications. • Recruitment activities, talent management and succession planning. • Authentication/verification of employees (including voice authentication (e.g., for help desk)). • Support and development of human resource information systems ("HRIS") and applications. • Information technology and information security support (e.g., firewall monitoring in accordance with the Company's regional Information Security Monitoring Notices, anti-spam 	<ul style="list-style-type: none"> • Information about your physical and/or mental health to administer benefits and address workplace health, safety, and accommodation issues. • Information about criminal charges/convictions or unlawful behaviour for recruitment and employment screening purposes, and registration and licensing requirements. • Information about work-related illness or injury for the purpose of complying with legal obligations (or assessing qualifications). • Information about sexual orientation, race and/or ethnic origin, physical and/or mental health, and religious beliefs for purposes of diversity and inclusion statistical reporting, government reporting requirements,

	<p>and virus protection, and other monitoring).</p> <ul style="list-style-type: none"> • Defense, preparation, participation in, and response to potential legal claims, investigations, and regulatory inquiries (all as permitted by applicable law). • Disciplinary actions/investigations (as permitted by applicable law). • Client and customer service and marketing activities (including, but not limited to, internal and external internet and intranet sites, marketing materials, event management materials, transaction documents, promotional literature, and those necessary to provide services and products to our clients). • Managing our relationships with clients and other third parties (such as licensing and registration authorities, legal counsel, securities markets, or business counterparties). • Post-employment purposes (e.g., providing employment references, assessing eligibility for rehire, and any of the purposes listed in this notice that may apply during the post-employment period). • Providing assistance with IT operations support (including system maintenance and bug fixes). • Promoting a safe and healthy work environment for Company facilities. • Diversity and Inclusion is used anonymously for reporting and promotion purposes. Diversity and Inclusion data, excluding disability status, is used in a personally identifiable state for talent management, succession planning, and training and conference opportunities. 	<p>and/or compliance with other legal obligations.</p> <ul style="list-style-type: none"> • Biometric data such as fingerprints and iris scans for electronic identification, authentication, and corporate security purposes in secured company facilities, or to otherwise comply with applicable law in relation to employee screening.
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	<ul style="list-style-type: none"> • Fingerprinting Data (applicable countries only): relevant identification data (name, employee ID number, CRD number, date and place of birth) and other characteristics (height, weight, sex, hair and eye colour (using a three-letter code), Employee signature, employer; biometric data (hard copy fingerprints) and racial data. This may include criminal convictions and offenses data 	
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The Company transfers the personal information of the applicants to countries outside of the Republic of Korea as follows:

Recipient	Country of Recipient	Recipient's Purposes of Use	Transferred Items	Transferred Date and Method	Recipient's Period of Retention and Use
Bank of America Corporation	Globally where we have presence - Bank of America Locations	Network and system operation, management, development, and user support. Data backup and retention, management of HR personnel information, operation of in-house hotline system. Conducting audits and inspections to verify compliance with laws and regulations in each country.	Refer to Appendix A above	Continuous transfer through online/offline	Refer to Section MODALITIES OF THE PROCESSING AND DATA RETENTION

Third Parties With Whom We May Share Personal Information

To the extent permitted by applicable law and as appropriate to achieve the purposes described in this Notice, Personal Information may be disclosed by the Company as outlined in the table below, and where applicable, in accordance with Section XI Jurisdiction Specific Clauses of this Notice.

Type of Recipient	Personal Information Categories
<p>Professional Advisors: Accountants, auditors, lawyers, insurers, bankers, tax advisors and other outside professional advisors in all of the countries in which the Company operates.</p>	<p>Personal information is shared, unless restricted by applicable law, with Professional Advisors and Service Providers to the extent they provide services that align with the purposes in the table above. The Personal Information categories shared with Professional Advisors and Service Providers aligns with the services they provide to the Company, including:</p> <ul style="list-style-type: none"> • Accident and Incident Reporting • Benefits Records • Biometrics • Business Travel Information • Compensation Information • Confidential Unique Identifiers • Diversity and Inclusion Data • Employment Disciplinary and Investigations Record • Employment Information • Financial Account Information • Health Information • Photo/Video/Voice Recording • Information you provide about Family and Friends • Job Information • Outside Business Activities • Personal Contact Information • Retirement/Pension Planning • Securities and Stock Trading • Signatures • Skills and Qualifications • Swipe card entry data • Talent and Succession Planning Data • Tax Information • Technical Information • Timekeeping/Attendance/Absence Data • Virtual or In Person Events Data • Visa/Citizenship Information • Work Performance/Development Information
<p>Service Providers: Companies that provide products and services to the Company in the countries in which the Company operates, such as payroll, partner banks, pension scheme, benefits providers; asset managers that advise or sponsor investment products that the Company distributes to its clients; human resources services, recruitment and training providers; performance management, training, expense management, IT systems suppliers and support; reception and security, catering and logistics services providers, translation services, third parties assisting with event organizing and marketing activities, medical or health practitioners, trade bodies and associations, real estate management, and other service providers.</p> <p>Note: Where appropriate, the Company will offer and receive reasonable assistance from third parties (such as service providers) in order to respond to data subject access requests.</p>	
<p>Public and Governmental Authorities: Entities that regulate or have jurisdiction over the Company in the countries in which the</p>	<ul style="list-style-type: none"> • Accident and Incident Reporting • Business Travel Information

Company operates, such as regulatory authorities, law enforcement, public bodies, licensing and registration bodies, judicial bodies and third parties appointed by such authorities.	<ul style="list-style-type: none"> • Compensation Information • Diversity and Inclusion Data (anonymous) • Employment Disciplinary and Investigations Record • Employment Information • Fingerprinting Data (applicable countries only) • Health Information (anonymous) • Photo/Video/Voice Recording • Job Information • Outside Business Activities • Retirement/Pension Planning • Securities and Stock Trading • Signatures • Skills and Qualifications • Tax Information (anonymous) • Timekeeping/Attendance/Absence Data • Visa/Citizenship Information
Parties Related to a Corporate Transaction: A third party in connection with any proposed or actual reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of the Company's business, assets or stock (including in connection with any bankruptcy or similar proceedings), e.g., stock exchanges and business counterparties.	<ul style="list-style-type: none"> • Compensation Information • Confidential Unique Identifiers • Employment Information • Job Information • Skills and Qualifications • Talent and Succession Planning Data • Virtual or In Person Events Data • Visa/ Citizenship Information • Work Performance/Development Information
Bank/Trade Unions: Bank/Trade unions to which the Employees are affiliated.	<ul style="list-style-type: none"> • Employment information • Job Information • Skills and Qualifications
Current or prospective customers and clients.	<ul style="list-style-type: none"> • Photo/Video/Voice Recording • Job Information
Event Vendors: Event vendors, organizers, speakers, volunteers, contractors, and sponsors to facilitate events	<ul style="list-style-type: none"> • Business Travel Information • Photo/Video/Voice Recording • Information you provide about Family and Friends (if they are attending events) • Job Information • Personal Contact Information • Virtual or In Person Events Data

Delegatee	Purpose of the Delegated Service	Description of Delegated Service
AIA GROUP LIMITED	Provision of risk and healthcare insurances	Provision of risk and healthcare insurances on employees.

DB INSURANCE	Group Medical Insurance provider	Providing Group Medical Insurance to employees and their family members.
DEUTSCHE POST AG	Courier service	Conducts courier services for BoA.
EQUUS SOFTWARE LLC	Employee relocations expense management tool.	GHR Global Mobility uses this platform for employee relocations as an expense management tool.
FRAGOMEN, DEL REY, BERNSEN & LOEWY LLP	Law firm that provides Global Immigration Services	Law firm that provides Global Immigration Services, files immigration applications and monitors. Processes I-9s.
GBT US LLC	Travel agency vendor	Travel agency booking, ticketing, and invoicing airline, rail, hotel, and ground transportation for Bank of America employees who must travel for business.
HOGAN ASSESSMENT SYSTEMS, INC.	Hogan provides on-site assessments to the Bank for Learning requirements	Hogan conducts an on-site private certification workshop for Bank of America Corporation focused on the interpretive aspects of the Hogan LEAD series. The workshop will include certification to use the Hogan Personality Inventory (HPI), Hogan Development Survey (HDS), and Motives, Values, Preferences Inventory (MVPI). Upon completion, participants will be certified to use and interpret the full suite of Hogan assessments.
KANGBUK SAMSUNG MEDICAL CENTER	Health Check-up Service vendor	Providing Health Check-up Service to employees.
KORN FERRY US	To provide learning type assessments	Korn Ferry will provide services for assessment and resulting reports of the Survey Participants.
LINDER AND CO., INC. DBA LINDER GRAPHICS	Printing Service vendor	Vendor provides customized printing services to Bank of America Corporation which includes production printing, finishing, customization, warehousing, and shipping of presentation materials that are used by Global Wealth & Investment Management, Investment Banking, and Private Banking.
O.C. TANNER COMPANY	Vendor providing the Global recognition program	Global recognition vendor supporting the Bank's Global Recognition program.
SAMSUNG LIFE INSURANCE COMPANY LTD	Corporate Pension provider	Samsung Life is a designated corporate pension service provider or corporate pension trustee, providing overall services of Defined Contribution (DC), a statutory occupational pension plan.
SIRVA INC	Global Relocation vendor	Global Relocation vendor used by GHR Global Mobility for all relocation functions including temporary housing, home buying and selling, shipping, packing, and storage of household goods.

SPENCER STUART STAR US INC.	Executive Coaching vendor	Executive Coaching vendor managed by the Executive Leadership Development team.
WILLIS TOWERS WATSON PUBLIC LIMITED COMPANY	Vendor provides Health, life and disability insurance services	Vendor provides Health, life and disability insurance services.
TRANSPERFECT GLOBAL, INC.	Language Services, which offers a full range of translation services.	Language Services, which offers a full range of translation services.
AMS BIDCO LTD	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor.
DHL	Courier service	Conducts courier services for BoA.
AIM Screening PTE LTD	To provide Background Re-screening Services	To provide Background Re-screening Services.

General Personal Information

Recipient	Mandatory	Recipient's Purposes of Use	Transferred Items	Recipient's Period of Retention and Use
AIA GROUP LIMITED	Yes	Provision of risk and healthcare insurances	ADDRESS~BANKING ACCOUNT NUMBERS~DATE OF BIRTH~E-MAIL ADDRESS~EMPLOYEE BENEFITS INFORMATION~INCOME~MEDICAL RECORDS~MOTHER'S MAIDEN NAME~NAME~OTHER ACCOUNT NUMBERS~OTHER DATA~PERSONNEL RECORDS~PHONE NUMBER~PROTECTED HEALTH INFORMATION~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)	Same as the period of retention and use of personal information in Paragraph 2 above

DB INSURANCE	Yes	Group Medical Insurance provider	DATE OF BIRTH~E-MAIL ADDRESS~INCOME~MOTHER'S MAIDEN NAME~NAME~OTHER DATA
DEUTSCHE POST AG	Yes, if service is being used	Courier service	ADDRESS~E-MAIL ADDRESS~NAME~OTHER DATA~PHONE NUMBER
EQUUS SOFTWARE LLC	Yes, if service is being used	Employee relocations expense management tool	ADDRESS~DATE OF BIRTH~E-MAIL ADDRESS~INCOME~NAME~OTHER DATA~PHONE NUMBER
FRAGOMEN, DEL REY, BERNSEN & LOEWY LLP	Yes, if service is being used	Law firm that provides Global Immigration Services	ADDRESS~AUTHENTICATION INFORMATION~DATE OF BIRTH~DRIVER'S LICENSE NUMBER~E-MAIL ADDRESS~IMAGE FILES~INCOME~MOTHER'S MAIDEN NAME~NAME~OTHER DATA~PARTIAL SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)
GBT US LLC	Yes, if service is being used	Travel agency vendor	ADDRESS~CARD EXPIRATION DATE~CREDIT CARD ACCOUNT NUMBER - ACTIVE - FULL~CREDIT CARD ACCOUNT NUMBER - ACTIVE - PARTIAL~DATE OF BIRTH~E-MAIL ADDRESS~NAME~OTHER ACCOUNT NUMBERS~OTHER DATA~PHONE NUMBER
HOGAN ASSESSMENT SYSTEMS, INC.	Yes, if service is being used	Hogan provides on-site assessments to the Bank for Learning requirements	E-MAIL ADDRESS~OTHER DATA

KANGBUK SAMSUNG MEDICAL CENTER	Yes	Health Check up Service vendor	DATE OF BIRTH~NAME~OTHER DATA
KORN FERRY US	Yes, if service is being used	To provide learning type assessments	E-MAIL ADDRESS~OTHER DATA
LINDER AND CO., INC. DBA LINDER GRAPHICS	Yes, if service is being used	Printing Service vendor	ADDRESS~E-MAIL ADDRESS~NAME
O.C. TANNER COMPANY	Yes, if employee participates in the program	Vendor providing the Global recognition program	ADDRESS~E-MAIL ADDRESS~NAME~OTHER DATA~PHONE NUMBER
SAMSUNG LIFE INSURANCE COMPANY LTD	Yes	Corporate Pension provider	ACCOUNT ACTIVITY~ADDRESS~DATE OF BIRTH~E-MAIL ADDRESS~NAME~OTHER DATA~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)
SIRVA INC	Yes, if service is being used	Global Relocation vendor	ADDRESS~BANKING ACCOUNT NUMBERS~E-MAIL ADDRESS~EMPLOYEE LEGAL DOCUMENTS~IMAGE FILES~NAME~OTHER ACCOUNT NUMBERS~OTHER DATA~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)
SPENCER STUART STAR US INC.	Yes, if service is being used	Executive Coaching vendor	E-MAIL ADDRESS~NAME~OTHER DATA~PERSONNEL RECORDS~PHONE NUMBER

WILLIS TOWERS WATSON PUBLIC LIMITED COMPANY	Yes	Vendor provides Health, life and disability insurance services	ADDRESS~BANKING ACCOUNT NUMBERS~DATE OF BIRTH~E-MAIL ADDRESS~EMPLOYEE BENEFITS INFORMATION~INCOME~MEDICAL RECORDS~NAME~OTHER DATA~PERSONNEL RECORDS~PHONE NUMBER~PROTECTED HEALTH INFORMATION~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~UNIQUE CUSTOMER IDENTIFIER
TRANSPERFECT GLOBAL, INC.	Yes, if service is being used	Language Services, which offers a full range of translation services	E-MAIL ADDRESS~NAME
AMS BIDCO LTD	Yes, if service is being used	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor	ADDRESS~DATE OF BIRTH~DRIVER'S LICENSE NUMBER~E-MAIL ADDRESS~EMPLOYEE BENEFITS INFORMATION~EMPLOYEE LEGAL DOCUMENTS~INCOME~MOTHER'S MAIDEN NAME~NAME~PERSONNEL RECORDS~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~UNIQUE CUSTOMER IDENTIFIER
DHL	Yes, if service is being used	Courier service	E-MAIL ADDRESS~NAME~ADDRESS

AIM Screening PTE LTD	Yes, if re-screening is required for role	To provide Background Re-screening Services	ADDRESS~CREDIT BUREAU DATA (E.G.FICO SCORE)~DATE OF BIRTH~E-MAIL ADDRESS~INCOME~PARTIAL SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~PERSONNEL RECORDS~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~NAME	
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Appendix B - Contractors

The Categories of Personal Information We May Collect, Use, Transfer and Disclose, unless restricted by applicable law:

[General Personal Information]

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> • Administering, contracting and managing the engagement relationship, general administration and budgeting; preparation, management, and use of internal communication. • Recruiting activities and resource planning. • Authentication/identification of Contractors (including voice authentication (e.g. for help desk)). • Human resources information systems (“HRIS”) and application support and development. • Information technology and information security support (including firewall monitoring in accordance with the Company’s regional Information Security Monitoring Notices, anti-spam and virus protection, and other monitoring). • Management of internal business operations (including monitoring compliance with Company policies and procedures pursuant to the Company’s regional Information Security Monitoring Notices). • Complying with applicable government reporting and other local and foreign law requirements (including the requirements of the US Sarbanes-Oxley Act or other applicable internal control regulations; in areas such as immigration, tax or statutory financial regulation) and other legal obligations. 	<ul style="list-style-type: none"> • Recruitment/applicant information: Pre-engagement references; employment history; language(s) spoken; previous compensation; video recording. • Position information: Job title and/or position and description of responsibilities/duties; job; family; location; band/seniority; contractor identifiers; department; line and sub-line of business; local Company entity name; cost centre information; engagement dates; supervisor/manager/team name and contact information; work contact information; termination details. • Personal demographic information: Date and place of birth; dependent family member’s date of birth; nationality; gender; name (including birth surname and any other former names); dependent family member’s full name; family/marital status. • Visa/citizenship details: Work eligibility status; entitlement to residency; citizenship; passport details; visa details; national ID. • Contact details: Address, telephone, email and emergency contact details. • Management of Contractor: Recommendation letters; query management records; working arrangement requests; voice

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<ul style="list-style-type: none"> • Compensation management and administration (with regards to pay rates). • Complying with local or foreign state and/or country specific tax and immigration laws and regulations including, but not limited to, business travel. • Benefits administration and management. • Training, advice and counselling purposes. • Contractor assessments. • Defending, preparing for, participating in and responding to potential legal claims, investigations and regulatory inquiries (all as allowed by applicable law). • Investigations (as permitted by applicable law). • Client and customer service and marketing activities (including, but not limited to, inclusion in internal and external internet and intranet sites, marketing materials, event management materials, deal documents, pitch books and as required to provide services and products to our clients). • Monitoring and managing regulated employees' compliance with applicable laws, rules, regulations and Company policies. • Assessing adherence to Outside Business Activities – Enterprise Policy requirements and evaluating actual or perceived conflicts of interest. • Assessing adherence to Associate Investment Monitoring requirements 	<p>recording; video recording (e.g. town halls).</p> <ul style="list-style-type: none"> • Global mobility: Business travel information (including business visa details, Frequent Flyer ID, and travel logs and itineraries). • Absence data: Absence details (e.g., sickness, holiday and maternity leaves). • Attendance data: Details of work hours. • Physical security and life safety data: Swipe card entry data; CCTV; photograph (Security ID Card); accident and incident reporting; biometrics; data required for purposes related to health and safety in the workplace, or to otherwise comply with applicable law. • Compensation: Compensation information (including pay rates). • Contractor benefits. • Education and training: Academic record, professional qualifications and memberships; Company internal training; video recording. • Regulatory Data (where applicable): e.g., voice recording; video recording (e.g. town halls). • ER case / compliance / legal management: Information pertaining to any grievances/investigations raised, action dates. • Technical information: Including username and passwords, voice data, IP address, domain, browser type, operating system, click-stream data and system logs) and electronic and non-electronic content and

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<p>and evaluating actual or perceived conflicts of interest.</p> <ul style="list-style-type: none"> • Whistleblowing Investigations – Reviewing Personal Information provided by a whistleblower and information collected as part of an investigation into a whistleblowing concern and any follow up that is required. 	<p>documents created or produced by you using Company systems or in the performance of your role with the Company.</p> <ul style="list-style-type: none"> • Securities and stock trading: Details of outside business activities and directorship(s) (where relevant for engagement-related purposes); securities and stock trading activity/experience (where relevant). • Signatures, including digital images and physical copies. • Associate Investment Information: Details of personal investment accounts of employee and/or the employee's Affiliates (a family member, such as a spouse, domestic partner or children who live with the employee or any other person who is financially dependent upon the employee) to ensure they are compliant with applicable laws and regulations. Includes: Investment Firm name, Investment Account number, Investment Account Transaction Reports or Statements, and Securities and stock trading activity.
Optional item	<ul style="list-style-type: none"> • Virtual or in-person events (including information required to participate in a virtual or in-person event), which may also include information about a spouse or, if applicable, a child. In the context of virtual or in-person events, personal information or other information may be collected when an individual goes online to register for an event, participates in an event, requests event information, downloads content, or shares their interest in participating in an event through our customer relationship partners. 	<ul style="list-style-type: none"> • Virtual or in-person events data: Information needed for participation in virtual or in-person events including speaker biographies, travel details, spouse/partner name, name and age of child/children collected through parents or guardians attending events, dietary requirements of individuals attending an event, Special Assistance needs of individuals attending an event.

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
	<ul style="list-style-type: none"> Contractors are not permitted to participate in events unless their assigned tasks are directly related to the event. 	<ul style="list-style-type: none"> Contractors must not participate in events unless the event is directly related to the work assignment.

[Unique Identification Information]

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> Administering, contracting and managing the engagement relationship, general administration and budgeting; preparation, management, and use of internal communication. Recruiting activities and resource planning. Authentication/identification of Contractors (including voice authentication (e.g., for help desk)). Human resources information systems ("HRIS") and application support and development. 	<ul style="list-style-type: none"> Visa/citizenship details: passport details, National IDs.

[Sensitive Information]

	Purposes of Processing Personal Information	Items of Personal Information to be Processed
Mandatory item	<ul style="list-style-type: none"> Administrative management of business contractual relationships, contracts and operations, general management and budgeting; preparation, management and use of internal communications. Information technology and information security support (including firewall monitoring in 	<ul style="list-style-type: none"> Physical and/or mental health for the purposes of benefits administration and addressing workplace health, safety and accommodation issues. Criminal charges/convictions or unlawful behavior for recruitment and employment screening purposes and for registration and licensing requirements.

	<p>accordance with the Company's regional Information Security Monitoring Notices, anti-spam and virus protection, and other monitoring).</p> <ul style="list-style-type: none"> • Administration of internal business operations (e.g., monitoring compliance with Company policies and procedures in accordance with the Company's local Information Security Monitoring Notices). • To administer and operate benefits. • For training, advice and counseling purposes. • To defend, prepare for, participate in, and respond to potential legal claims, investigations, and regulatory inquiries (all as permitted by applicable law). • Investigations (as permitted by applicable law). • Managing our relationships with clients and other third parties (such as licensing and registration authorities, legal counsel, securities markets, or business counterparties). • Post-engagement purposes (e.g., providing vendor references, evaluating eligibility for reengagement, and any of the purposes listed in this Notice that may apply during the post-engagement period). • Promoting a safe and healthy work environment for Company facilities. • Diversity and Inclusion Reporting. 	<ul style="list-style-type: none"> • Work-related illnesses or injuries for the purpose of complying with legal obligations (or assessing entitlements). • Sexual orientation, race and/or ethnic origin, physical and/or mental health, religious beliefs for purposes of reporting on diversity and inclusion statistics, complying with government reporting requirements, and/or other legal obligations. • Biometric data, such as fingerprints and iris scans, for the purposes of electronic identification, authentication and corporate security, at secured Company premises, or to otherwise comply with applicable law in relation to employee screening.
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	<ul style="list-style-type: none"> • Fingerprinting Data (applicable countries only): relevant identification data (name, employee ID number, CRD number, date and place of birth) and other characteristics (height, weight, sex, hair and eye colour (using a three-letter code), Employee signature, employer; biometric data (hard copy fingerprints) and racial data. This may include criminal convictions and offenses data 	
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The Company transfers the personal information of the applicants to countries outside of the Republic of Korea as follows:

Recipient	Country of Recipient	Recipient's Purposes of Use	Transferred Items	Transferred Date and Method	Recipient's Period of Retention and Use
Bank of America Corporation	Globally where we have presence - Bank of America Locations	Network and system operation, management, development, and user support. Data backup and retention, management of HR contractor information, operation of in-house hotline system. Conducting audits and inspections to verify compliance with laws and regulations in each country.	Refer to Appendix A above	Continuous transfer through online/offline	Refer to Section MODALITIES OF THE PROCESSING AND DATA RETENTION

Third Parties With Whom We May Share Personal Information

To the extent permitted by applicable law and as appropriate to achieve the purposes described in this Notice, Personal Information may be disclosed by the Company as outlined in the table below, and where applicable, in accordance with Section XI. Jurisdiction Specific Clauses of this Notice.

Type of Recipient	Personal Information Categories
<p>Professional Advisors: Accountants, auditors, lawyers, insurers, bankers, tax advisors and other outside professional advisors in all of the countries in which the Company operates.</p>	<p>Personal information is shared, unless restricted by applicable law, with Professional Advisors and Service Providers to the extent they provide services that align with the purposes in the table above. The Personal Information categories shared with Professional Advisors and Service Providers aligns with the services they provide to the Company, including:</p> <ul style="list-style-type: none"> • Accident and Incident Reporting • Biometrics for authentication • Business Travel Information • Confidential Unique Identifiers • Diversity and Inclusion Data • Employment Disciplinary and Investigations Record • Employment Information • Financial Account Information • Health Information • Photo/Video/Voice Recording • Information you provide about Family and Friends • Job Information • Outside Business Activities • Personal Contact Information • Securities and Stock Trading • Signatures • Skills and Qualifications • Swipe card entry data • Technical Information • Timekeeping/Attendance/Absence Data • Virtual or In Person Events Data • Visa/Citizenship Information
<p>Service Providers: Companies that provide products and services to the Company in the countries in which the Company operates, such as benefits providers; asset managers that advise or sponsor investment products that the Company distributes to its clients; human resources services, recruitment and training providers; training, expense management, IT systems suppliers and support; reception and security, catering and logistics services providers, translation services, third parties assisting with event organizing and marketing activities, trade bodies and associations, real estate management, and other service providers including, where applicable, your employer or company.</p> <p>Note: Where appropriate, the Company will offer and receive reasonable assistance from third parties (such as service providers) in order to respond to data subject access requests.</p>	
<p>Public and Governmental Authorities: Entities that regulate or have jurisdiction over the Company in the countries in which the Company operates, such as regulatory authorities, law enforcement, public bodies,</p>	<ul style="list-style-type: none"> • Accident and Incident Reporting • Business Travel Information • Compensation Information • Diversity and Inclusion Data (anonymous)

licensing and registration bodies, judicial bodies and third parties appointed by such authorities.	<ul style="list-style-type: none"> • Employment Disciplinary and Investigations Record • Employment Information • Fingerprinting Data (applicable countries only) • Health Information (anonymous) • Photo/Video/Voice Recording • Job Information • Outside Business Activities • Securities and Stock Trading • Signatures • Skills and Qualifications • Tax Information (anonymous) • Timekeeping/Attendance/Absence Data • Visa/Citizenship Information
Parties Related to a Corporate Transaction: A third party in connection with any proposed or actual reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of the Company's business, assets or stock (including in connection with any bankruptcy or similar proceedings), e.g., stock exchanges and business counterparties.	<ul style="list-style-type: none"> • Compensation Information • Confidential Unique Identifiers • Employment Information • Job Information • Skills and Qualifications • Virtual or In Person Events Data • Visa/Citizenship Information
Trade Unions: Trade unions to which the Contractors are affiliated.	<ul style="list-style-type: none"> • Employment information • Job Information • Skills and Qualifications
Current or prospective customers and clients.	<ul style="list-style-type: none"> • Photo / Video/ Voice Recording • Job Information
<p>Event Vendors: Event vendors, organizers, speakers, volunteers, contractors, and sponsors to facilitate events.</p> <p>Contractors must not participate in events unless the event is directly related to the work assignment.</p>	<ul style="list-style-type: none"> • Business Travel Information • Photo/Video/Voice Recording • Information you provide about Family and Friends (if they are attending events) • Job Information • Personal Contact Information • Virtual or In Person Events Data • Contractors must not participate in events unless the event is directly related to the work assignment.

Delegatee	Purpose of the Delegated Service	Description of Delegated Service
DEUTSCHE POST AG	Courier service	Conducts courier services for BoA.

LINDER AND CO., INC. DBA LINDER GRAPHICS	Printing Service vendor	Vendor provides customized printing services to Bank of America Corporation which includes production printing, finishing, customization, warehousing, and shipping of presentation materials that are used by Global Wealth & Investment Management, Investment Banking, and Private Banking.
O.C. TANNER COMPANY	Vendor providing the Global recognition program	Global recognition vendor supporting the Bank's Global Recognition program
TRANSPERFECT GLOBAL, INC.	Language Services, which offers a full range of translation services.	Language Services, which offers a full range of translation services.
AMS BIDCO LTD	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor
DHL	Courier service	Conducts courier services for BoA.

General Personal Information

Recipient	Mandatory	Recipient's Purposes of Use	Transferred Items	Recipient's Period of Retention and Use
DEUTSCHE POST AG	Yes, if service is being used	Courier service	ADDRESS~E-MAIL ADDRESS~NAME~OTHER DATA~PHONE NUMBER	Same as the period of retention and use of personal information in Paragraph 2 above
LINDER AND CO., INC. DBA LINDER GRAPHICS	Yes, if service is being used	Printing Service vendor	ADDRESS~E-MAIL ADDRESS~NAME	

O.C. TANNER COMPANY	Yes, if employee participates in the program	Vendor providing the Global recognition program	ADDRESS~E-MAIL ADDRESS~NAME~OTHER DATA~PHONE NUMBER
TRANSPERFECT GLOBAL, INC.	Yes, if service is being used	Language Services, which offers a full range of translation services	E-MAIL ADDRESS~NAME
AMS BIDCO LTD	Yes, if service is being used	Alexander Mann Solutions Corporation is the Recruitment Process Outsourcing (RPO) vendor	ADDRESS~DATE OF BIRTH~DRIVER'S LICENSE NUMBER~E-MAIL ADDRESS~EMPLOYEE BENEFITS INFORMATION~EMPLOYEE LEGAL DOCUMENTS~INCOME~MOTHE R'S MAIDEN NAME~NAME~PERSONNEL RECORDS~PHONE NUMBER~SOCIAL SECURITY NUMBER (OR COUNTRY EQUIVALENT)~UNIQUE CUSTOMER IDENTIFIER

DHL	Yes, if service is being used	Courier service	E-MAIL ADDRESS~NAME~ADDRESS	
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Appendix C

Consent to the Processing (Collection, Use and Provision, etc.) of Personal (Credit) Information (For Employees)

To. Legal Entity named on the contract of employment of the Employee

I, upon confirming the following, hereby consent to the Company's processing (collection, use, provision, etc.) of my Personal (Credit) Information as follows:

1. General Personal (Credit) Information

	Items to be Collected/Used	Purpose of Collection/Use
Required Collection and Use	<ul style="list-style-type: none">▶name, photo, date of birth, address, home telephone number, mobile phone number, e-mail, gender, military service, date and place of birth, family members (including relationship with family members, name, date of birth, etc., listed in family relationship certificates), name of family members (for purpose of creating emergency contact list), vehicle identification number, etc.▶educational background (name of college/university, location, major, year of entrance and year of graduation, graduation status, GPA, etc.), career (company, title, responsible duties, service period), qualifications, history of awards/disciplinary actions, date of employment, department, title, duties, etc.▶salary, such as base compensation, allowances, [bonus, incentives], severance pay (or pension), account number at financial institutions such as bank and securities company for receipt of wage▶communications transmitted and received through the company's e-mail, telephone and other business communication tools (including but not	<ul style="list-style-type: none">▶Management of personnel: Hiring, retirement, promotion, evaluation, compensation, disciplinary action/award, change in department, transfer, etc.▶Career management: issuance of employment-related certificates (certificate of employment, certificate of career, certificate of retirement) and confirmation of facts regarding the individual's employment at the Company (such as reference checks), etc.▶Compensation management: payment of base salary, allowances, [bonus, incentive], severance pay (or pension), etc. and management of details regarding such payments▶Welfare benefits: performance of officer/employee welfare benefits as determined under the employment agreement or rules of employment installment savings, [accident insurance, credit guarantee insurance], medical support, loan provision, vacation, reimbursement of education expenses, provision of parking, application for condos, etc.

	<p>limited to SMS messages, instant messengers, etc.)</p> <p>▸access record, access log to computer/IT devices, work attitude, performance results, evaluation of customer relationship</p> <p>▸video clips collected through internal video information processor</p> <p>▸general biometric information, e.g., fingerprints, eye/iris image, blood type, etc.</p> <p>▸other Personal (Credit) Information as listed in the resume, certificate of graduation, transcript, resident registration certificate, family relationship certificate, career certificate, etc. submitted at the time of employment</p>	<p>►Tax/insurance processing: Subscription to statutorily required insurance (including the four major insurances), payment and deduction of personal income tax, conducting year-end tax settlement pursuant to the personal income tax law, issuance of withholding receipt, payment of tuition subsidy for vocational skills development and training under the Employment Insurance Act, etc.</p> <p>►Compliance with laws regarding employment relationships and performance of employment agreement: performance of employment agreement, compliance with the company's internal regulations/collective agreements, provision of equal treatment and opportunities to officers and employees, confirmation of veteran status and provision of relevant benefits, compliance with all legal and administrative obligations of the company under employment related laws, industry safety/health related laws, foreign employee related laws, etc.</p> <p>►Security/contact: Safekeeping of data processed within the company, maintenance, improvement, and inspection of security system, prevention and collection of evidence of crimes that may occur within the company, sharing of contact information and creating an emergency contact network, etc.</p> <p>►Advertising: advertising of the company's business to customers or other third parties or provision of contact information necessary in the course of conducting business, etc.</p> <p>►Compliance with other domestic and foreign laws: compliance with other domestic and foreign laws that the company, as a financial institution, has an obligation to abide by, compliance by foreign affiliates of foreign laws, cooperation with domestic and foreign governments and financial regulators, etc.</p>	
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Optional Collection and Use	<p>►wedding anniversary, veterans compensation information, place of registration, hobby, etc.</p> <p>►family information (occupation, location of work, whether residing with employee/officer, etc.)</p>	<p>►Provision of welfare benefits to officers and employees</p>	
Period of Retention and Use	<p><u>My Personal (Credit) Information collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above. The relevant Personal (Credit) Information will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.</u></p>		
Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The Personal (Credit) Information classified as an items for required collection and use may be collected and used without my consent if necessary to implement measures requested by me during the process of entering into or performing an employment contract with me, pursuant to Article 15(1) and (4) of the PIPA. If I do not consent to the collection and use of such required items of Personal (Credit) Information, an employment contract may not be executed and maintained. - I have a right not to consent to the collection and use of the Personal (Credit) Information classified as an optional item of collection and use, and in the absence of such consent, I may not be able to enjoy some or all of the various employee benefits provided by the company. 		

I agree that you may collect and use my Personal (Credit) Information as above.

- Items for Required Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

- Items for Optional Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

2. Collection and Use of Unique Identification Information (including Individual Identification Number)

	Items to be Collected/Used	Purpose of Collection/Use
Required Collection/Use	<p>▸ Resident registration number, foreigner registration number (in case the officer/employee is a foreign person)</p>	<p>▸ Verification of identity, provision of benefits including subscription to insurance policies and tax-related purposes including income tax withholding, etc.</p>
Optional Collection/Use	<p>▸ Driver's license number, passport number</p>	<p>▸ Vehicle support necessary for business, overseas business trip support</p>
Period of Retention and Use	<p><u>My Unique Identification Information (including Individual Identification Number) collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved, or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above. The relevant Unique Identification Information (including Individual Identification Number) will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.</u></p>	
Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The items of Unique Identification Information (including Individual Identification Number) classified as required items of collection/use above are items that may be processed under a specific legal requirement or permission, without my consent, under relevant law pursuant to Article 24(1)(ii) of the PIPA. If I do not consent to the required collection/use of the above items of Unique Identification Information (including Individual Identification Number), an employment contract may not be executed and maintained. - I have the right not to consent to the collection and use of my Unique Identification Information (including Individual Identification Number) classified as Optional Items of Collection/Use. However, if I do not provide consent, I may not be able to benefit from company provided support such as vehicles support necessary for business and overseas business trip support. 	

I agree that you may collect and use my Unique Identification Information (including Individual Identification Number) as above.

- Items for Required Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

- Items for Optional Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

3. Collection and Use of Sensitive Information

	Items to be Collected/Used	Purpose of Collection/Use
Required Collection and Use	▸ Results of inquiry into grounds for disqualification, etc.	▸ Confirmation of disqualifications related to licenses/permits and qualifications under applicable laws and regulations
Optional Collection and Use	▸ Items to be collected and used: clinical history, disability, history of vaccination, health information including history of disease and injury, religion, labor union membership, etc.	▸ Provision of medical check-ups and other medical benefits ▸ Protection of right to participate in religious activities, collective deduction of union dues
Period of Retention and Use	My Sensitive Information collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above . The relevant Sensitive Information will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.	
Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The items of Sensitive Information classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 23(1)-(2) of the PIPA. If I do not consent to the required collection/use of the above items of Sensitive Information, an employment contract may not be executed and maintained. - I have the right not to consent to the collection and use of my Sensitive Information classified as items of optional collection/use above. However, in the absence of consent to the collection and use of such optional items, I may not be able to enjoy administrative aid benefits such as deduction of labor union dues and other medical and welfare benefits. 	

I agree that you may collect and use my Sensitive Information as above.

- Items for Required Collection and Use (I agree. ☐ I do not agree. ☐)

- Items for Optional Collection and Use (I agree. ☐ I do not agree. ☐)

4. Provision of General Personal (Credit) Information

A. Provision of Required Items

Recipient	Recipient's Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Financial supervisory authorities	Please refer to the Associate Consent Letter Annex		Until the later of (i) the date on which the purpose of

Affiliates		provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
IT service provider for the data processing		
Security service provider		
Insurance company		

B. Provision of Optional Items

Recipient	Recipient's Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Travel agency	Please refer to the Associate Consent Letter Annex		Until the later of the (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Educational institution			

Right to Refuse & Disadvantages	I have the right not to consent to the provision of my Personal (Credit) Information. However, in the absence of consent to the provision of required items, an employment contract may not be executed and maintained , and further, where my personal information is not provided to KOFIA, I may encounter disadvantages relating to registering as a financial investment expert, among others. Additionally, in the absence of consent to the provision of optional items, I may not be able to enjoy employee benefits provided by the company.
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I recognized details about provision of my general Personal (Credit) Information to a third party at [the Associate Consent Letter Annex](#), and I agree that you may provide my Personal (Credit) Information to a third party as above.

- Provision of Required Items (**I agree.** ☐ **I do not agree.** ☐)

- Provision of Optional Items (**I agree.** ☐ **I do not agree.** ☐)

5. Provision of Unique Identification Information

A. Provision of Required Items

Recipient	Recipient's Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Financial supervisory authorities	Please refer to the Associate Consent Letter Annex.		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Affiliates			
IT service provider for the data processing			
Insurance company			

B. Provision of Optional Items

Recipient	Recipient's Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Third party service entities related to employee benefits	Please refer to the Associate Consent Letter Annex		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Travel agency			
Educational institution			

Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The items of Unique Identification Information (including Individual Identification Number) classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 24(1)(ii) of the PIPA. If I do not consent to the required collection/use of the above items of Unique Identification Information (including Individual Identification Numbers), an employment contract may not be executed and maintained. - I have the right not to consent to the provision of my Unique Identification Information (including Individual Identification Number). However, in the absence of consent to the provision of optional Unique Identification Information items (including Individual Identification Numbers), I may not enjoy employee benefits provided by the Company.
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I recognized details about provision of my Unique Identification Information (including Individual Identification Numbers) to a third party at [the Associate Consent Letter Annex](#) and I agree that you may provide my Unique Identification Information to a third party as above.

- Provision of Required Items (**I agree.** ☐ **I do not agree.** ☐)

- Provision of Optional Items (**I agree.** ☐ **I do not agree.** ☐)

6. Provision of Sensitive Information

A. Provision of Required Items

Recipient	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
Health authorities	Please refer to the Associate Consent Letter Annex.		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above

B. Provision of Optional Items

Recipient	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
Third party service entities related to employee benefits	Please refer to the Associate Consent Letter Annex.		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above

Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The items of Sensitive Information classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 23(1)(ii) of the PIPA. If I do not consent to the required provision of the above items of Sensitive Information, an employment contract may not be executed and maintained. - I have the right not to consent to the provision of my Sensitive Information classified as items of optional collection/use. However, in the absence of consent to the provision of such optional items, I may not be able to enjoy employee welfare benefits provided by the company.
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I recognized details about provision of my Sensitive Information to a third party at [the Associate Consent Letter Annex](#), and I agree that you may provide my Sensitive Information to a third party as above.

- Provision of Required Items (**I agree.** ☐ **I do not agree.** ☐)

- Provision of Optional Items (**I agree.** ☐ **I do not agree.** ☐)

7. Consent for Overseas Transfer of Personal (Credit) Information

Recipient	Country of Recipient (Contact Information)	Date and Method of Transfer	Recipient's Purpose of Use	Items of Personal (Credit) Information Transferred	Period of Retention and Use by Recipient
Head office and affiliates worldwide (Please refer to the Associate Consent Letter Annex.)	Please refer to the Associate Consent Letter Annex.	Transferred from time to time during period of employment via the IT network	Please refer to the Associate Consent Letter Annex.	Please refer to the Associate Consent Letter Annex.	Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Foreign financial supervisory authorities	Please refer to the Associate Consent Letter Annex.	Transferred via IT network	Compliance with foreign laws	Please refer to the Associate Consent Letter Annex.	Until the later of (i) the date on which the purpose of provision is achieved or (ii)

					as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
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Method, procedures and effect of refusing consent to transfer Personal (Credit) Information overseas	<p>I may refuse to provide consent for the overseas transfer of my Personal (Credit) Information by checking the “I do not agree” box below, or by separately contacting the Human Resources Service Centre via hrsc.apac@bofa.com or by phone at 00800.2722.4772 or +65.6591.1166).</p> <p>However, if I do not provide consent to such overseas transfer, an employment contract may not be executed and maintained, and I may not be able to enjoy employee welfare benefits provided by the Company.</p>
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Right to Refuse & Disadvantages	<p>I have the right not to consent to the overseas transfer of my Personal (Credit) Information. However, in the absence of consent to such overseas transfer, an employment contract may not be executed and maintained, and I may not be able to enjoy employee welfare benefits provided by the Company.</p>
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I agree to that you may provide my Personal (Credit) Information overseas.

- I agree. ☐ I do not agree. ☐

8. Inquiry into Personal (Credit) Information

Provider of Personal Credit Information	<p>Credit bureau: SCI Information Service Inc., NICE Information Service Co., Ltd., Korea Credit Bureau</p> <p>Credit information collection agency: Korea Federation of Banks, Credit Finance Association</p>
Purpose of Provision/Inquiry	Internal control and legal compliance, including prevention of financial incidents
Items of Personal (Credit) Information to be Provided	<p>The Company may provide my Personal (Credit) Information to the above providers of personal credit information to view my Personal (Credit) Information:</p> <p>- Individual Identification Information: name, date of birth, address, phone number, etc.</p>

	- Unique Identification Information (including Individual Identification Number): passport number, driver's license number, alien registration number, etc.
Items of Personal (Credit) Information to be viewed	My Personal (Credit) Information that the Company seeks to obtain from the above providers of personal credit information: Individual identification information (name, contact information, etc.), credit rating information (default history, information regarding subrogation and subrogation payments, etc.), credit transaction information (loans (including cash advances), debt guarantees, etc.)
Validity Period of Consent	<u>Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above</u>
Right to Refuse & Disadvantages	I have the right not to consent to the provision/viewing of my Personal (Credit) Information. However, in the absence of consent, <u>an employment contract may not be executed and maintained.</u>

I agree to the Company's provision/viewing of my Personal (Credit) Information as described above.

- **I agree.** ☐ **I do not agree.** ☐

I agree to the Company's provision/viewing of my Unique Identification Information (including Individual Identification Numbers) as described above.

- **I agree.** ☐ **I do not agree.** ☐

9. Consent to the monitoring of data, records, etc. related to office computer devices and means of communication

I acknowledge and agree that all information and data ("IT Data") including, but not limited to, electronic data such as e-mail, computer files, etc. that are processed or transmitted through the Company's information and communication system, information processing devices, information storage devices (including, but not limited to, CD-ROM, DVD, USB memory, and external HDD) and e-mail accounts (collectively, the "Electronic Media System") that the Company has granted me the right to use, are the Company's property. I further acknowledge and agree that the Company or a third party authorized by the Company may review the information assets and documents, etc. in the electronic media system, office space and tools that I use in connection with my duties for the purpose of protecting the legitimate and lawful interests of the Company, including confirmation of compliance with the standards for use of the electronic media system, prevention of problems that may arise in connection with the Company's business, and collection of relevant materials, and that such review may include access to log records (including the user of business-purpose means of communication, hours of use, contents of information sent and received, attachments, etc.) as well as access, search, extraction, restriction, control, copying or forwarding of information.

I agree to the Company's monitoring of data, records, etc. related to office computer devices and means of communications that include my Personal (Credit) Information.

- I agree. ☐ I do not agree. ☐

I hereby confirm that I have provided correct information for the Personal (Credit) Information, Sensitive Information and Unique Identification Information of which I have consented to your collection and use, and I will immediately inform you of any change or error in the relevant Personal (Credit) Information during the period of your possession thereof.

In case you provide personal information of a third party including your family members or relatives ("Information Principal") to the Company for the purpose of receiving welfare benefits provided by the Company etc., you must fully explain to the Information Principal prior to such provision what Personal (Credit) Information will be collected and used, purpose of collection and use, period of collection and use, the fact that the Information Principal has a right to refuse and disadvantages when refusing (in addition, if the Company transfers such information to a third party again, then the Personal (Credit) Information being transferred, the recipient, the recipient's purpose of use, the recipient's period of retention, right to refuse and disadvantages) and obtain the Information Principal's consent. By signing this Consent Form or providing your consent via other means, you confirm that you have explained the above to the relevant Information Principal and have obtained consent therefrom.

I have carefully read and sufficiently understood this consent letter and hereby submit this consent letter with my signature affixed hereto at my own discretion.

[Date]

Name:

Signature or (Seal)

(Date of Birth:)

Appendix D

Consent to the Processing (Collection, Use and Provision, etc.) of Personal (Credit) Information (For Contractors)

To. Legal Entity named on the contract of Contractor Relationship

I, upon confirming the following, hereby consent to the Company's processing (collection, use, provision, etc.) of my Personal (Credit) Information as follows:

1. General Personal (Credit) Information

	Items to be Collected/Used	Purpose of Collection/Use
Required Collection and Use	<ul style="list-style-type: none">▶name, photo, date of birth, address, home telephone number, mobile phone number, e-mail, gender▶educational background (name of college/university, location, major, year of entrance and year of graduation, graduation status, GPA, etc.), career (company, title, responsible duties, service period), qualifications, history of awards/disciplinary actions, date of contractor agreement, department, title, duties, etc.▶account number at financial institutions such as bank and securities company for fee transfer▶communications transmitted and received through the company's e-mail, telephone and other business communication tools (including but not limited to SMS messages, instant messengers, etc.)▶access record, access log to computer/IT devices, work attitude, performance results, evaluation of customer relationship▶video clips collected through internal video information processor▶general biometric information, e.g., fingerprints, eye/iris image, blood type, etc.	<ul style="list-style-type: none">▶Engagement Management: engagement, termination and remuneration.▶Contract Fee management: payment of fee▶Compliance with laws regarding contractor relationships and performance of contractor agreement: performance of contractor agreement, compliance with the company's internal regulations/collective agreements, provision of equal treatment and opportunities to officers and employees/contractors, compliance with all legal and administrative obligations of the company under contractor related laws, industry safety/health related laws, foreign employee/contractor related laws, etc.▶Security/contact: Safekeeping of data processed within the company, maintenance, improvement, and inspection of security system, prevention and collection of evidence of crimes that may occur within the company, sharing of contact information and creating an emergency contact network, etc.▶Advertising: advertising of the company's business to customers or other third parties or provision of contact information necessary in the course of conducting business, etc.

		<p>►Compliance with other domestic and foreign laws: compliance with other domestic and foreign laws that the company, as a financial institution, has an obligation to abide by, compliance by foreign affiliates of foreign laws, cooperation with domestic and foreign governments and financial regulators, etc.</p> <p>►Compliance activities: conducting internal audit/compliance activities, assessment of legal risks and review/implementation of proposals for improvement, resolving or responding to legal risks, prevention, reporting, investigation, and collection of evidence regarding violations of law, violations of internal regulations, and other crimes and misconduct that may occur during the course of performing work for the company, collection and use of evidence for responding to various disputes, etc.</p>
Period of Retention and Use	<p><u>My Personal (Credit) Information collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above. The relevant Personal (Credit) Information will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.</u></p>	
Right to Refuse & Disadvantages	<p>- The Personal (Credit) Information classified as an items for required collection and use may be collected and used without my consent if necessary to implement measures requested by me during the process of entering into or performing a contractor agreement with me, pursuant to Article 15(1) and (4) of the PIPA. If I do not consent to the collection and use of such required items of Personal (Credit) Information, a contractor agreement may not be executed and maintained.</p>	

I agree that you may collect and use my Personal (Credit) Information as above.

- Items for Required Collection and Use (☒ I agree. ☐ I do not agree. ☐)

2. Collection and Use of Unique Identification Information (including Individual Identification Number)

	Items to be Collected/Used	Purpose of Collection/Use
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Required Collection/Use	<p>▸ <u>Resident registration number, foreigner registration number (in case the officer/contractor is a foreign person)</u></p>	<p>▸ Verification of identity, provision of benefits including subscription to insurance policies and tax-related purposes including income tax withholding, etc.</p>
Optional Collection/Use	<p>▸ <u>Driver's license number, passport number</u></p>	<p>▸ Vehicle support necessary for business, overseas business trip support</p>
Period of Retention and Use	<p><u>My Unique Identification Information (including Individual Identification Number) collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved, or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above. The relevant Unique Identification Information (including Individual Identification Number) will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.</u></p>	
Right to Refuse & Disadvantages	<ul style="list-style-type: none"> - The items of Unique Identification Information (including Individual Identification Number) classified as required items of collection/use above are items that may be processed under a specific legal requirement or permission, without my consent, under relevant law pursuant to Article 24(1)(ii) of the PIPA. If I do not consent to the required collection/use of the above items of Unique Identification Information (including Individual Identification Number), a contractor agreement may not be executed and maintained. - I have the right not to consent to the collection and use of my Unique Identification Information (including Individual Identification Number) classified as Optional Items of Collection/Use. However, if I do not provide consent, I may not be able to benefit from company provided support such as vehicles support necessary for business and overseas business trip support. 	

I agree that you may collect and use my Unique Identification Information (including Individual Identification Number) as above.

- Items for Required Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

- Items for Optional Collection and Use (**I agree.** ☐ **I do not agree.** ☐)

3. Collection and Use of Sensitive Information

	Items to be Collected/Used	Purpose of Collection/Use
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Required Collection and Use	Results of inquiry into grounds for disqualification, etc.	Confirmation of disqualifications related to licenses/permits and qualifications under applicable laws and regulations
Period of Retention and Use	<u>My Sensitive Information collected by this consent continues to be retained and used until the later of (i) the date on which the above purpose of collection and use shall have been achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above. The relevant Sensitive Information will be destroyed when it is proven to become unnecessary to the extent that it is no longer required to be retained under relevant law.</u>	
Right to Refuse & Disadvantages	- The items of Sensitive Information classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 23(1)-(2) of the PIPA. If I do not consent to the required collection/use of the above items of Sensitive Information, a contractor agreement may not be executed and maintained.	

I agree that you may collect and use my Sensitive Information as above.

- Items for Required Collection and Use **(I agree. ☒ I do not agree. ☐)**

4. Provision of General Personal (Credit) Information

A. Provision of Required Items

Recipient	Recipient's Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Financial supervisory authorities Affiliates IT service provider for the data processing Security service provider Insurance Company	Please refer to the Associate Consent Letter Annex		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Right to Refuse & Disadvantages	I have the right not to consent to the provision of my Personal (Credit) Information. However, in the absence of consent to the provision of required items, a contractor agreement may not be executed and maintained , and further, where my personal information is not provided to KOFIA, I may encounter disadvantages relating to registering as a financial investment expert, among others.		

I recognized details about provision of my general Personal (Credit) Information to a third party at [the Associate Consent Letter Annex](#), and I agree that you may provide my Personal (Credit) Information to a third party as above.

- Provision of Required Items **(I agree. ☐ I do not agree. ☐)**

5. Provision of Unique Identification Information

Provision of Required Items

Recipient	Recipient’s Purpose of Use	Items of Personal (Credit) Information To Be Provided	Period of Retention and Use by Recipient
Financial supervisory authorities	Please refer to the Associate Consent Letter Annex.		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
Affiliates			
IT service provider for the data processing			
Insurance company			

Right to Refuse & Disadvantages	<div> <div></div> <div> - The items of Unique Identification Information (including Individual Identification Number) classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 24(1)(ii) of the PIPA. If I do not consent to the required collection/use of the above items of Unique Identification Information (including Individual Identification Numbers), a contractor agreement may not be executed and maintained. </div> </div>
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I recognized details about provision of my Unique Identification Information (including Individual Identification Numbers) to a third party at [the Associate Consent Letter Annex](#), and I agree that you may provide my Unique Identification Information to a third party as above.

- Provision of Required Items **(I agree. ☐ I do not agree. ☐)**

6. Provision of Sensitive Information

Provision of Required Items

Recipient	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
Health authorities	Please refer to the Associate Consent Letter Annex		Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above

Right to Refuse & Disadvantages	- The items of Sensitive Information classified as items of required collection/use above are items that may be processed under relevant legal requirement or permission, without my consent, pursuant to Article 23(1)(ii) of the PIPA. If I do not consent to the required provision of the above items of Sensitive Information, a contractor agreement may not be executed and maintained.		
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I recognized details about provision of my Sensitive Information to a third party at [the Associate Consent Letter Annex](#), and I agree that you may provide my Sensitive Information to a third party as above.

- Provision of Required Items (**I agree.** ☐ **I do not agree.** ☐)

7. Consent for Overseas Transfer of Personal (Credit) Information

Recipient	Country of Recipient (Contact Information)	Date and Method of Transfer	Recipient's Purpose of Use	Items of Personal (Credit) Information Transferred	Period of Retention and Use by Recipient
Head office and affiliates worldwide (Please refer to the Associate Consent Letter Annex.)	Please refer to the Associate Consent Letter Annex.	Transferred from time to time during period of contractor agreement via the IT network	Please refer to the Associate Consent Letter Annex.	Please refer to the Associate Consent Letter Annex.	Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above

Foreign financial supervisory authorities	Please refer to the Associate Consent Letter Annex.	Transferred via IT network	Compliance with foreign laws	Please refer to the Associate Consent Letter Annex.	Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above
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Method, procedures and effect of refusing consent to transfer Personal (Credit) Information overseas	I may refuse to provide consent for the overseas transfer of my Personal (Credit) Information by checking the “I do not agree” box below, or by separately contacting the Human Resources Service Centre via hrsc.apac@bofa.com or by phone at 00800.2722.4772 or +65.6591.1166). However, if I do not provide consent to such overseas transfer, a contractor agreement may not be executed and maintained .
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Right to Refuse & Disadvantages	I have the right not to consent to the overseas transfer of my Personal (Credit) Information. However, in the absence of consent to such overseas transfer, a contractor agreement may not be executed and maintained.
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I agree to that you may provide my Personal (Credit) Information overseas.

- I agree. ☐ I do not agree. ☐

8. Inquiry into Personal (Credit) Information

Provider of Personal Credit Information	Credit bureau: SCI Information Service Inc., NICE Information Service Co., Ltd., Korea Credit Bureau Credit information collection agency: Korea Federation of Banks, Credit Finance Association
Purpose of Provision/Inquiry	Internal control and legal compliance, including prevention of financial incidents
Items of Personal (Credit) Information to be Provided	The Company may provide my Personal (Credit) Information to the above providers of personal credit information to view my Personal (Credit) Information:

	<p>- Individual Identification Information: name, date of birth, address, phone number, etc.</p> <p>- Unique Identification Information (including Individual Identification Number): passport number, driver's license number, alien registration number, etc.</p>
Items of Personal (Credit) Information to be viewed	My Personal (Credit) Information that the Company seeks to obtain from the above providers of personal credit information: Individual identification information (name, contact information, etc.), credit rating information (default history, information regarding subrogation and subrogation payments, etc.), credit transaction information (loans (including cash advances), debt guarantees, etc.)
Validity Period of Consent	<u>Until the later of (i) the date on which the purpose of provision is achieved or (ii) as per Section VIII. MODALITIES OF THE PROCESSING AND DATA RETENTION above</u>
Right to Refuse & Disadvantages	I have the right not to consent to the provision/viewing of my Personal (Credit) Information. However, in the absence of consent, a contractor agreement may not be executed and maintained.

I agree to the Company's provision/viewing of my Personal (Credit) Information as described above.

- I agree. ☐ I do not agree. ☐

I agree to the Company's provision/viewing of my Unique Identification Information (including Individual Identification Numbers) as described above.

- I agree. ☐ I do not agree. ☐

9. Consent to the monitoring of data, records, etc. related to office computer devices and means of communication

I acknowledge and agree that all information and data ("IT Data") including, but not limited to, electronic data such as e-mail, computer files, etc. that are processed or transmitted through the Company's information and communication system, information processing devices, information storage devices (including, but not limited to, CD-ROM, DVD, USB memory, and external HDD) and e-mail accounts (collectively, the "Electronic Media System") that the Company has granted me the right to use, are the Company's property. I further acknowledge and agree that the Company or a third party authorized by the Company may review the information assets and documents, etc. in the electronic media system, office space and tools that I use in connection with my duties for the purpose of protecting the legitimate and lawful interests of the Company, including confirmation of compliance with the standards for use of the electronic media system, prevention of problems that may arise in connection with the Company's business, and collection of relevant materials, and that such review may include access to log records (including the user of business-purpose means of communication, hours of use, contents of information sent and received, attachments, etc.) as well as access, search, extraction, restriction, control, copying or forwarding of information.

I agree to the Company's monitoring of data, records, etc. related to office computer devices and means of communications that include my Personal (Credit) Information.

- I agree. ☐ I do not agree. ☐

I hereby confirm that I have provided correct information for the Personal (Credit) Information, Sensitive Information and Unique Identification Information of which I have consented to your collection and use, and I will immediately inform you of any change or error in the relevant Personal (Credit) Information during the period of your possession thereof.

I have carefully read and sufficiently understood this consent letter and hereby submit this consent letter with my signature affixed hereto at my own discretion.

[Date]

Name:

Signature or (Seal)

(Date of Birth:)

Consent to Collection, Use and Provision of Personal (Credit) Information

Annexure 1

1. Provision of General Personal (Credit) Information

A. Provision of Required Items

Recipient	Country of Recipient (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
KOFIA	Local (02-2003-9000)	Registration/management of personnel in major posts, registration/management of investment solicitation agents, business performance relating to recruitment and standards for service under the Financial Investment Services and Capital Markets Act ("FSCMA"), the Enforcement Decree of the FSCMA and Regulation on Operation and Business of Financial Investment Companies	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p> <p>► Disciplinary items: date of sanction, type of sanction, details of illegal and unjust activities, violations of law, period of violation</p>	Until the purpose of provision is achieved
Financial Services Commission	Local (02-2100-2500)	In relation to licensing, meeting requests, reports submission, etc.	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p> <p>► Disciplinary items: date of sanction, type of sanction, details of illegal and unjust activities, violations of law, period of violation</p>	Until the purpose of provision is achieved

<u>Financial Supervisory Service</u>	Local (02-3145-5114)	<u>In relation to licensing, reports submission, report on appointment and termination of CEO/Compliance Officer, meeting requests, examination and investigation, disciplinary actions process, etc.</u>	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p> <p>► Disciplinary items: date of sanction, type of sanction, details of illegal and unjust activities, violations of law, period of violation</p>	<u>Until the purpose of provision is achieved</u>
<u>Bank of Korea</u>	Local (02-759-4114)	<u>In relation to reports submission, registration of associates in charge of BOK Wire/FX Monitoring System, meeting requests, examination and investigation, disciplinary actions process, etc.</u>	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p> <p>► Disciplinary items: date of sanction, type of sanction, details of illegal and unjust activities, violations of law, period of violation</p>	<u>Until the purpose of provision is achieved</u>
<u>Korea Financial Security Institute</u>	Korea (02-3495-9000)	<u>In relation to reports submission, and investigation of financial security, etc.</u>	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p>	<u>Until the purpose of provision is achieved</u>
<u>Korea Federation of Banks</u>	Local (02-3705-5000)	<u>In relation to reports submission, information related to registration of second tier memberships, registration of members to the sub-committees, etc.</u>	<p>► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department</p>	<u>Until the purpose of provision is achieved</u>

Ministry of Economy and Finance	Local (044-215-2114)	In relation to meeting requests, etc.	► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department	Until the purpose of provision is achieved
Korea Financial Intelligence Unit	Local (02-2100-2500)	In relation to reports submission, report and investigation of suspicious transaction/currency transaction, registration of MLRO, etc.	► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department	Until the purpose of provision is achieved
Korea Exchange	Local (02-3774-9000)	In relation to reports submission, report on appointment/termination of CEO, etc.	► General information: name, nationality, address, contact, department, date of employment, title/position, education, career, management department	Until the purpose of provision is achieved
National Pension Service	Local (02-397-9551)	National pension administration	Name, resident registration number, compensation, hire and termination date	Until the purpose of provisioning the information is achieved
National Health Insurance Corporation	Local (02-1577-1000)	National medical insurance administration	Name, resident registration number, compensation, hire and termination date	Until the purpose of provisioning the information is achieved
Ministry of Employment & Labor	Local (02-2004-7301)	Employment insurance administration	Name, resident registration number, compensation, hire and termination date	Until the purpose of provisioning the information is achieved

Korea Worker's Compensation & Welfare Service	Local (02-1588-0075)	Industrial accident insurance administration	Name, resident registration number, compensation, hire and termination date	Until the purpose of provisioning the information is achieved
Korea Employment Promotion Agency for the Disabled	Local (02-6320-7056)	Employment status of handicapped person	Name, hiring & termination date, compensation	Until the purpose of provisioning the information is achieved
Ministry of Patriots and Veterans Affairs	Local (02-2125-0843, 0838)	Employment status of veteran & veteran's family	Name, address, line of business, hiring & separation, compensation	Until the purpose of provisioning the information is achieved
Human Resources Development Service of Korea	Local (02-3274-9604)	Employee development expense reimbursement to employer	Name, line of business	Until the purpose of provisioning the information is achieved
HRSC Singapore	Singapore (065-6591-1166, 0582, 0586)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	►General information: name, nationality, address, contact information, line of business, hiring, position/job, education, work experience, family information ►Disciplinary information: date, type, action committed, regulation violated, violation period	Same as section 1. Period of Retention and Use of this form
Samsung Life Insurance	Local 02-1588-3115	Employee retirement pension administration	Name, hiring & separation, compensation	Until the purpose of provisioning the information is achieved
CompleteCare ers Pty Ltd	Australia (61-407-856-212)	Internal mobility	Name, e-mail address, address	Until the purpose of provision is achieved

Fragomen	Ramona Perera (65) 6854 5186 RPerera@Fragomen.com Alexandra Chew AChew@Fragomen.com	To provide employees with immigration services	Address, date of birth, e-mail address, employee legal documents, income, name, personnel records, phone number	Until the purpose of provisioning the information is achieved
Sirva	Clare Williams Managing Director Clare.williams@sirva.com +852 2823 2048	To provide relocation services to employees on an international assignment or transfer	Address, date of birth, e-mail address, employee legal documents, income, name, personnel records, phone number	Until the purpose of provisioning the information is achieved
Marsh Korea	Local (02-2095-4700)	Group life insurance & medical insurance administration	Name, compensation, Hire and Termination date, family information	Until the purpose of provisioning the information is achieved
AON Hewitt	Local (02-399-3600)	Remuneration survey	Line of business, hiring, compensation, gender, position	Until the purpose of provisioning the information is achieved
Deloitte	Local (02-6099 4328) Jung Min Park jungmpark@deloitte.com Hei Jung Choi heichoi@DELOITTE.com	Payroll & taxation To provide tax assistance services for employees on or has been on an International Assignment or transfer	Name, employee id, bank account number, hiring, compensation, work experience Address, date of birth e-mail address, employee legal documents, income, name, personnel records, phone number	Until the purpose of provisioning the information is achieved Until the purpose of provisioning the information is achieved
Ernst & Young (Han Young)	Korea (3781-4402)	Tax compliance	Name and office phone number	Until the purpose of provision is achieved

<u>Accounting Corp.</u>				
<u>Solution and Service Inc.</u>	Korea (779-6010)	<u>Local regulatory reporting automation project</u>	Name, office phone number	<u>Until the purpose of provision is achieved</u>
<u>National Tax Service</u>	Korea (126)	<u>Tax audit and inquiries</u>	Name, office phone number, employee number, nationality, address, family members, wage including salary, bonus, etc.	<u>Until the purpose of provision is achieved</u>
<u>Korn Ferry International</u>	Local (02-399-7494)	<u>Candidate search and hiring process</u>	Name, line of business, hiring, compensation, work experience	<u>Until the purpose of provisioning the information is achieved</u>
<u>ALEXANDER MANN SOLUTIONS (HK) LIMITED</u>	China (AMS based in BOA GHR China office contact 86-21-6160-2688 / 2612) (GHR China's point of contact 86-21-6160-8730)	<u>Candidate search and hiring process</u>	Address, date of birth, e-mail address, employee benefits information, employee legal documents, income, name, personnel records, phone number	<u>Until the purpose of provision is achieved</u>
<u>Adecco Korea</u>	Local (02-6000-3874)	<u>Dispatched worker administration</u>	Name, line of business, position, telephone number	<u>Until the purpose of provisioning the information is achieved</u>
<u>Kelly Service</u>	Local (02-760-8800)	<u>Dispatched worker administration</u>	Name, line of business, position, telephone number	<u>Until the purpose of provisioning the information is achieved</u>
<u>BOA Club</u>	Local (02-788-1400)	<u>Employee gathering,</u>	Name, line of business, position, telephone number	<u>Until the purpose of provisioning the information is achieved</u>

BOA Union	Local (02-788-1400)	Compensation for union members, negotiation for collective bargaining agreement	Name, line of business, hiring & separation, compensation, position	Until the purpose of provisioning the information is achieved
Korea Banking Institute	Local (02-3700-1500)	Training	Name, line of business, position, telephone number, email address	Until the purpose of provisioning the information is achieved
Korea Development Institute	Local (02-958-4114)	Training	Name, line of business, position, telephone number, email address	Until the purpose of provisioning the information is achieved
Korea Institute of Financial Investment	Local (02-2003-9000)	Training	Name, line of business, position, telephone number, email address	Until the purpose of provisioning the information is achieved
ADP China	China (86-21-2326-7896)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	General information: name, nationality, address, contact information, line of business, hiring, position/job, education, work experience, family information	Until the purpose of provisioning the information is achieved
Ilshin Accounting	Local (070-7835-3432)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with local regulatory requirement and provision of information to local supervisory institution. To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	General information: name, nationality, address, contact information, line of business, hiring, position/job, education, work experience, family information	Until the purpose of provisioning the information is achieved

AIA	Local (02-317-4455)	Group life insurance & medical insurance administration	Name, compensation, hire and termination date, family information	Until the purpose of provisioning the information is achieved
Dongbu Insurance	Local (1588-0100)	Group life insurance & medical insurance administration	Name, compensation, hire and termination date, family information	Until the purpose of provisioning the information is achieved
Kangbuk Samsung Hospital	Local (02-2001-1926)	Employee healthcare & medical check up	Name, employee id	Until the purpose of provisioning the information is achieved
Kookmin Bank	Local (02-3783-0855)	Employee loan	Name, employee id	Until the purpose of provisioning the information is achieved
HSBC	Local (02-2004-8964)	Employee loan, payroll	Name, employee id, employee bank name, account number, net Salary data	Until the purpose of provisioning the information is achieved
Internal Control Functions including Corporate Audit, Compliance, etc.	Global offices of the affiliates involved. http://legal.bankofamerica.com/client/lines_business/cso_subsidiary_listings.asp?which=A .	Monitoring for the purpose of internal control, etc.	General information such as name, department, title, contact, etc Information on benefits provided to clients, information on accounts for financial investment products and sale and purchase activities for such accounts, reports made in relation to outside activities Records on communication through electronic channels internally approved	Until the purpose of provisioning the information is achieved

B. Provision of Optional Items

Recipient	Country of Recipient (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
Ministry of Patriots and Veterans Affairs	Local (02-2125-0843, 0838)	Employment status of veteran & veteran's family	Veteran status	Until the purpose of provisioning the information is achieved

2. Provision of Unique Identification Information

A. Provision of Required Items

Recipient	Country of Recipient (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
KOFIA	Korea (02-2003-9000)	Registration/management of personnel in major posts, registration/management of investment solicitation agents, business performance relating to recruitment and standards for service under the Financial Investment Services and Capital Markets Act ("FSCMA"), the Enforcement Decree of the FSCMA and Regulation on Operation and Business of Financial Investment Companies	Resident registration number	Until the purpose of provision is achieved
Financial Services Commission	Korea (02-2100-2500)	In relation to licensing, meeting requests, reports submission, etc.	Resident registration number, foreign registration number	Until the purpose of provision is achieved
Financial Supervisory Service	Korea (02-3145-5114)	In relation to licensing, reports submission, appointment and termination of CEO/Compliance Officer,	Resident registration number, foreign	Until the purpose of provision is achieved

		meeting requests, examination and investigation, disciplinary actions process, etc.	registration number	
Bank of Korea	Korea (02-759-4114)	In relation to reports submission, registration of associates in charge of BOK Wire/FX Monitoring System, meeting requests, examination and investigation, disciplinary actions process, etc.	Resident registration number, foreign registration number	Until the purpose of provision is achieved
Korea Financial Intelligence Unit	Korea (02-2100-2500)	In relation to reports submission, report and investigation of suspicious transaction/currency transaction, registration of MLRO, etc.	Resident registration number, foreign registration number	Until the purpose of provision is achieved
National Tax Service	Korea (126)	Tax audit and inquiries	Resident registration number	Until the purpose of provision is achieved
National Pension Service	Local (02-397-9551)	National pension administration	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
National Health Insurance Corporation	Local (02-1577-1000)	National medical insurance administration	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Ministry of Employment & Labor	Local (02-2004-7301)	Employment insurance administration	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved

<u>Korea Worker's Compensation & Welfare Service</u>	Local (02-1588-0075)	<u>Employment insurance administration</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Korea Employment Promotion Agency for the Disabled</u>	Local (02-6320-7056)	<u>Employment status of handicapped person</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Ministry of Patriots and Veterans Affairs</u>	Local (02-2125-0843, 0838)	<u>Employment status of veteran & veteran's family</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Human Resources Development Service of Korea</u>	Local (02-3274-9604)	<u>Employee development expense reimbursement to employer</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>ALEXANDER MANN SOLUTIONS (HK) LIMITED</u>	China (AMS based in BOA GHR China office contact 86-21-6160-2688 / 2612) (GHR China's point of contact 86-21-6160-8730)	<u>Candidate search and hiring process</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>HRSC Singapore</u>	Singapore (065-6591-1166, 0582, 0586)	<u>HR administration for payroll, taxation, benefits, vacation, etc.</u> <u>To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.</u>	Resident registration number, <u>foreign registration number</u>	<u>Same as section 1.</u> <u>Period of Retention and Use of this form</u>

<u>Samsung Life Insurance</u>	Local (02-1588-3115)	<u>Employee retirement pension administration</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Marsh Korea</u>	Local (02-2095-4700)	<u>Group life insurance & medical insurance administration</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Deloitte</u>	Local (02-6099 4328)	<u>Payroll & taxation</u> <u>To provide tax assistance services for employees on or has been on an International Assignment or transfer</u>	Resident registration number, <u>foreign registration number</u> Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u> <u>Until the purpose of provisioning the information is achieved</u>
<u>Korn Ferry International</u>	Local (02-399-7494)	<u>Candidate search and hiring process</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>
<u>Adecco Korea</u>	Local (02-6000-3874)	<u>Dispatched worker administration</u>	Resident registration number, <u>foreign registration number</u>	<u>Until the purpose of provisioning the information is achieved</u>

Kelly Service	Local (02-760-8800)	Dispatched worker administration	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Korea Banking Institute	Local (02-3700-1500)	Training	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Korea Development Institute	Local (02-958-4114)	Training	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Korea Institute of Financial Investment	Local (02-2003-9000)	Training	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
ADP China	China (86-21-2326-7896)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Ilshin Accounting	Local (070-7835-3432)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with local regulatory requirement and provision of information to local supervisory institution.	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved

		To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.		
AIA	Local (02-317-4455)	Group life insurance & medical insurance administration	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Dongbu Insurance	Local (1588-0100)	Group life insurance & medical insurance administration	Resident registration number	Until the purpose of provisioning the information is achieved
Fragomen	Ramona Perera (65) 6854 5186 RPerera@Fragomen.com Alexandra Chew AChew@Fragomen.com	To provide employees with immigration services	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved
Sirva	Clare Williams Managing Director Clare.williams@sirva.com +852 2823 2048	To provide relocation services to employees on an international assignment or transfer	Resident registration number, foreign registration number	Until the purpose of provisioning the information is achieved

B. Provision of Optional Items

Recipient	Country Recipient (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
HRSC Singapore	Singapore (065-6591-1166, 0582, 0586)	► HR administration for payroll, taxation, benefits, vacation, etc.	Passport number	Same as section 1. Period of

		►To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution		Retention and Use of this form
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3. Provision of Sensitive Information

A. Provision of Required Items

Recipient	Country of Recipient (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
Korea Employment Promotion Agency for the Disabled	Local (02-6320-7056)	Employment status of handicapped person	Status of disabled	Until the purpose of provisioning the information is achieved
HRSC Singapore	Singapore (065-6591-1166, 0582, 0586)	►HR administration for payroll, taxation, benefits, vacation, etc. ►To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	Medical record, status of disabled, vaccination status, health condition related information, criminal record	Same as section 1. Period of Retention and Use of this form
Marsh Korea	Local (02-2095-4700)	Group life insurance & medical insurance administration	Health condition related information	Until any potential legal dispute is resolved after termination of contract
ADP China	China (86-21-2326-7896)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with foreign regulatory requirement and	Medical record, status of disabled, vaccination status, health condition related information	Until the purpose of provisioning the information is achieved

		provision of information to foreign supervisory institution.		
Ilshin Accounting	Local (070-7835-3432)	HR administration for payroll, taxation, benefits, vacation, etc. To be in compliance with local regulatory requirement and provision of information to local supervisory institution. To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.	Health condition related information	Until the purpose of provisioning the information is achieved
AIA	Local (02-317-4455)	Group life insurance & medical insurance administration	Health condition related information	Until the purpose of provisioning the information is achieved
Dongbu Insurance	Local (02-6900-3499)	Group life insurance & medical insurance administration	Health condition related information	Until the purpose of provisioning the information is achieved

B. Provision of Optional Items

Recipient	Country Where Recipient Is Located (Contact)	Recipient's Purpose of Use	Items To Be Provided	Period of Retention and Use by Recipient
HRSC Singapore	Singapore (065-6591-1166, 0582, 0586)	HR administration for payroll, taxation, benefits, vacation, etc.	Union membership	Same as section 1. Period of Retention and Use of this form

		To be in compliance with foreign regulatory requirement and provision of information to foreign supervisory institution.		
ADP China	China (86-21-2326-7896)	HR administration for payroll, taxation, benefits, vacation, etc.	Union membership	Until the purpose of provisioning the information is achieved
Ilshin Accounting	Local (070-7835-3432)	HR administration for payroll, taxation, benefits, vacation, etc.	Union membership	Until the purpose of provisioning the information is achieved

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AIA GROUP LIMITED	□	□ □ □ □ □ □ □ □ □ □	<div>□ □ ~ □ □ □ □ □ □ ~ □ □ □ □ ~ □ □ □</div> <div>□ □ ~ □ □ □ □ □ □ □ □ ~ □ □ ~ □ □</div> <div>□ □ ~ □ □ □ □ □ □ □ □ ~ □ □ ~ □ □</div> <div>□ □ □ □ ~ □ □ □ □ □ □ ~ □ □</div> <div>□ □ ~ □ □ □ □ ~ □ □ □ □</div> <div>□ □ □ □ ~ □ □ □ □ □ □ (□ □ □ □ □ □ □ □)</div>	<div>□ □ □ □</div> <div>2 □ □ □ □</div> <div>□ □ □ □ □</div> <div>□ □ □ □</div> <div>□ □ □ □</div> <div>□ □ □ □</div> <div>□ □</div>
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EQUUS SOFTWARE LLC	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □ □ □ □ □ □	<div>□ □ ~ □ □ □ □ □ ~ □ □ □</div> <div>□ □ ~ □ □ ~ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □</div>	

FRAGOMEN, DEL REY, BERNSEN & LOEWY LLP	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ □ ~ □ □ □ □ ~ □ □ □ □ ~ □ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ ~ □ □ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □ □) □ □ ~ □ □ □ □ □ ~ □ □ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □ □ □)
GBT US LLC	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □	□ □ ~ □ □ □ □ □ □ □ ~ □ □ □ □ □ □ □ □ □ □ - □ □ - □ □ ~ □ □ □ □ □ □ □ □ □ □ - □ □ - □ □ ~ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □
HOGAN ASSESSMENT SYSTEMS, INC.	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	Hogan □ .	□ □ □ □ □ ~ □ □ □ □ □ □
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KORN FERRY □ □	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □	□ □ □ □ □ ~ □ □ □ □ □ □
LINDER AND CO., INC. DBA LINDER GRAPHICS	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □	□ □ ~ □ □ □ □ □ □ ~ □ □ □
O.C. TANNER COMPANY	□ (□ □ □ □ □ □ □ □	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ □ ~ □ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □

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SIRVA INC	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □	□ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ ~ □ □ □ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □ □ □)	
SPENCER STUART STAR US INC.	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □	□ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ ~ □ □ □ □ □	
WILLIS TOWERS WATSON PUBLIC LIMITED COMPANY	□	□ □ , □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ ~ □ □ □ ~ □ □ □ □ □ □ ~ □ □ □ □ □ ~ □ □ □ □ ~ □ □ □ □ □ □ □ □ □ □ ~ □ □ □ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □) ~ □ □ □ □ □ □ □ □ □ □	

<p>TRANSPERFECT GLOBAL, INC.</p>	<p>□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)</p>	<p>□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ .</p>	<p>□ □ □ □ □ ~□ □</p>
<p>AMS BIDCO LTD</p>	<p>□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)</p>	<p>Alexander Mann Solutions Corporation □ □ □ □ (Recruit ment Process Outsourcing, RPO) □ □ □ □ □ .</p>	<p>□ □ ~□ □ □ □ ~□ □ □ □ □ □ ~□ □ □ □ □ ~□ □ □ □ □ □ □ □ ~□ □ □ □ □ □ ~□ □ ~□ □ □ □ □ □ □ □ ~□ □ ~□ □ □ □ ~□ □ □ □ ~□ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □)~□ □ □ □ □ □ □ □</p>
<p>DHL</p>	<p>□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)</p>	<p>□ □ □ □ □</p>	<p>□ □ □ □ □ ~□ □ □ ~□ □</p>
<p>AIM Screening PTE LTD</p>	<p>□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □)</p>	<p>□ □ □ □ □ □ □ □ □ □</p>	<p>□ □ ~□ □ □ □ □ □ □ □ (□ : FICO □ □)~□ □ □ □ ~□ □ □ □ □ ~□ □ ~□ □ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □) □ □ ~□ □ □ □ ~□ □ □ □ ~□ □ □ □ □ □ (□ □ □ □ □ □ □ □ □ □)~□ □</p>

DEUTSCHE POST AG	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □	□ □ ~□ □ □ □ □ ~□ □ ~□ □ □ □ □ ~□ □ □ □	□ □ □ 2 □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □
LINDER AND CO., INC. DBA LINDER GRAPHICS	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □	□ □ ~□ □ □ □ □ ~□ □	
O.C. TANNER COMPANY	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ □ ~□ □ □ □ □ ~□ □ ~□ □ □ □ □ ~□ □ □ □	
TRANSPERFECT GLOBAL, INC.	□ (□ □ □ □ □ □ □ □ □ □ □ □ □ □)	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ □ □ □ □ ~□ □	

AMS BIDCO LTD	<div> <div> <div></div> <div>(</div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div>)</div> </div> </div>	<div> <div>Alexander Mann Solutions Corporation</div> <div></div> <div></div> <div></div> <div>(R</div> <div>ecruitment</div> <div>Process</div> <div>Outsourcing</div> <div>, RPO)</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>.</div> </div>	<div> <div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>~</div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div>~</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>(</div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>)</div> <div>~</div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> </div>
DHL	<div> <div> <div></div> <div>(</div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div></div> </div> <div> <div></div> <div></div> <div></div> <div>)</div> </div> </div>	<div> <div></div> <div></div> <div></div> <div></div> </div>	<div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div>~</div> <div></div> <div></div> <div>~</div> <div></div> <div></div> </div> </div>

부록 C

개인(신용)정보 처리(수집·이용·제공 등) 동의서 (직원용)

수신: 직원의 고용 계약에 거명된 법인

본인은 아래의 내용을 확인하고, 귀사가 다음과 같이 본인의 개인(신용)정보를 처리(수집, 이용, 제공 등)하는 것에 동의합니다.

1. 개인(신용)정보 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
필수적 수집 · 이용	<p>▶성명, 사진, 생년월일, 주소, 자택 전화번호, 휴대폰 전화번호, 전자우편 계정, 성별, 병역사항, 출생일과 출생지, 가족관계(가족과의 관계, 성명, 출생연월일 등 가족관계증명서 기재 정보), 비상연락망 구축을 위한 가족의 성명, 주소 및 연락처, 차량번호 등</p> <p>▶학력(학교, 소재지, 전공, 입학 및 졸업연도, 졸업여부, 학점 등), 경력(근무지, 직책, 담당업무, 근무연한 등), 자격, 수상/징계내역, 입사일, 소속부서, 직책, 직무 등</p> <p>▶ 기본급, 수당, [보너스, 상여금, 인센티브], 퇴직금 (또는 퇴직연금) 등 급여, 급여수령을 위한 은행·증권사 등 금융기관 계좌번호 등</p> <p>▶회사 전자우편 계정, 회사 전화, 기타 업무용 통신장비(문자메시지, 메신저 등 포함)를 통하여 송수신한 내용 등</p> <p>▶출입정보, 전산장치 접속기록, 근무태도, 업무성과, 대고객 관계에 대한 평가 등</p>	<p>▶인력관리: 채용, 퇴직, 승진, 평가, 보상, 상벌, 부서이동, 배치, 전보 등</p> <p>▶경력관리: 재직증명서·경력증명서·퇴직 증명서, 이전 회사의 평판 조회 등 본인의 회사 근무사실 관련 증명서의 발급 및 해당사실의 확인 등</p> <p>▶급여관리: 기본급, 수당, [보너스, 상여금, 인센티브], 퇴직금 (또는 퇴직연금) 등의 지급 및 내역관리</p> <p>▶복리후생: 적금, [상해보험, 신용보증보험], 의료지원, 대부제공, 휴가, 교육비 환급 청구, 주차, 콘도신청 등 근로계약 내지 취업규칙 등에서 정하는 임직원 복지 관련 사항의 이행</p> <p>▶세금/보험처리: 4대 보험 등 법정보험의 가입, 소득세 등 세금의 납부 및 공제, 소득세법에 따른 연말정산의 실시, 원천징수영수증의 발급, 고용보험법에 따른 직업능력개발 훈련비용의 수급·수강지원금의 지원 등</p> <p>▶근로관계 법규준수 및 근로계약의 이행: 고용계약의 이행, 회사 제반 내부규정/단체협약의 준수, 임직원에 대한 균등한 처우와 기회의 제공, 보훈 대상자 확인 및 처우 제공, 고용관련 법규, 산업안전·보건 관련 법규, 외국인근로자 관련 법규 등에 의거하여 회사에 부과되는 모든 법적·행정적 의무의 준수 등</p>

	<p>•회사 내 영상정보처리기기를 이용하여 수집한 영상 등</p> <p>•지문, 홍채, 혈액형 등 일반적인 생체정보 등</p> <p>•기타 이력서, 졸업증명서, 성적증명서, 주민등록등본, 가족관계증명서, 경력증명서 등 입사 시 제출한 제반 서류에 기재된 개인(신용)정보 등</p>	<p>•보안/연락: 회사에서 처리되는 정보의 보호, 보안시스템의 유지·향상·점검, 사내에서 발생가능한 범죄, 비리 등의 예방 및 증거수집, 연락처 공유와 비상연락망 구축 등</p> <p>•홍보: 고객이나 기타 제 3 자에 대한 회사업무의 홍보 또는 업무상 필요한 연락처의 제공 등</p> <p>•기타 국내외법령의 준수: 기타 금융기관으로서 준수하여야 할 국내외의 법령 준수 및 외국계열사의 외국법령준수, 국내외의 정부, 금융감독기관의 감독행위에 대한 협조 등</p> <p>•컴플라이언스 활동: 내부 감사·컴플라이언스 또는 법적 위험의 분석 및 이에 따른 지적 사항의 검토 및 시정, 법적 위험의 해결 또는 이에 대한 대응 등 후속 조치, 사내에서 발생 가능한 범죄, 임직원의 회사 업무 수행 과정에서 발생 가능한 관계 법령 위반, 사규 위반, 기타 비위행위·불법행위 등의 예방, 혐의 보고, 관련 조사 및 증거수집, 각종 분쟁 대응을 위한 관련 증빙 수집과 이용 등</p>
선택적 수집 · 이용	<p>•결혼기념일, 보훈사항, 등록기준지, 취미 등</p> <p>•가족사항(가족의 직업 및 근무처, 동거여부 등)</p>	<p>•임직원 대상 복지 제공 등</p>
보유 및 이용 기간	<p>본 동의서상 수집된 귀하의 개인(신용)정보는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라 보유·이용될 것이며, 법령에 따라 해당 개인(신용)정보를 보존해야 하는 의무가 존재하지 않는 이상, 해당 개인(신용)정보가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.</p>	
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	<p>- 필수적 수집·이용 항목으로 분류된 위 개인(신용)정보는 개인정보 보호법 제 15 조 제 1 항 제 4 호에 따라 귀하와 체결한 고용계약을 이행하거나 고용계약을 체결하는 과정에서 정보주체의 요청에 따른 조치를 이행하기 위하여 필요한 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 개인(신용)정보의 필수적 수집·이용에 동의하지 않을 경우 고용계약을 체결·유지할 수 없습니다.</p> <p>- 귀하는 선택적 수집·이용 항목으로 분류된 위 개인(신용)정보의 수집·이용에 동의하지 않을 권리가 있습니다. 단, 동의하지 않을 경우 회사가 제공하는 다양한 복지혜택을 제공받지 못할 수 있습니다.</p>	

귀사가 위와 같이 본인의 개인(신용)정보를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

- 선택적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

2. 고유식별정보 (개인식별번호 포함) 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
필수적 수집·이용	<u>주민등록번호, 외국인등록번호</u> (임직원이 외국인인 경우)	본인의 식별 및 확인, 각종 보험의 가입 등 복지혜택 제공 및 소득세 원천징수 등 조세관련 업무 등
선택적 수집· 이용	<u>운전면허번호, 여권번호</u>	업무상 필요에 따른 차량 지원, 국외출장지원 등
보유·이용 기간	본 동의서상 수집된 귀하의 고유식별정보(개인식별번호 포함)는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 <u>직원 및 계약직 직원 데이터</u> <u>보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u> 보유·이용될 것이며, 법령에 따라 해당 고유식별정보(개인식별번호)를 보존해야 하는 의무가 존재하지 않는 이상, 해당 고유식별정보(개인식별번호 포함)가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.	
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	<ul style="list-style-type: none"> - 필수적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)는 개인정보 보호법 제 24 조 제 1 항 제 2 호에 따라 관련 법령에서 구체적으로 고유식별정보(개인식별번호 포함)의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 고유식별정보(개인식별번호 포함)의 필수적 수집·이용에 동의하지 않을 경우 <u>고용계약을 체결·유지할 수 없습니다.</u> - 귀하는 선택적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)의 수집·이용에 동의하지 않을 권리가 있습니다. 단, 동의하지 않을 경우 <u>업무상 필요에</u> <u>따른 차량 지원, 국외출장 지원 등 회사가 제공하는 혜택을 받지 못할 수도 있습니다.</u> 	

귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

- 선택적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

3. 민감정보 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
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필수적 수집·이용	<u>결격사유 조회결과 등</u>	관계법령상 인허가, 자격요건 관련 결격사유 확인
선택적 수집·이용	<u>병력, 장애여부, 예방접종 내역, 질병 및 상해정보를 포함한 건강관련 정보, 종교, 노동조합 가입·탈퇴 여부 등</u>	건강검진 및 의료혜택의 지원, 종교활동의 보장, [노동조합비 일괄공제] 등
보유·이용 기간	본 동의서상 수집된 귀하의 민감정보는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 <u>직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u> 보유·이용될 것이며, 법령에 따라 해당 민감정보를 보존해야 하는 의무가 존재하지 않는 이상, 해당 민감정보가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.	
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	<ul style="list-style-type: none"> - 필수적 수집·이용 항목으로 분류된 위 민감정보는 개인정보 보호법 제 23 조 제 1 항 제 2 호에 따라 관련 법령에서 민감정보의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 민감정보의 필수적 수집·이용에 동의하지 않을 경우 <u>고용계약을 체결·유지할 수 없습니다.</u> - 귀하는 선택적 수집·이용 항목으로 분류된 위 민감정보의 수집·이용에 동의하지 않을 권리가 있습니다. 단, 동의하지 않을 경우 <u>노동조합비 공제 등과 같은 행정적 지원, 기타 의료·복지 등의 혜택을 받지 못할 수도 있습니다.</u> 	

귀사가 위와 같이 본인의 민감정보를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)
- 선택적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

4. 개인(신용)정보의 제공에 관한 사항

가. 필수적 정보 제공

제공받는 자(정보수령자)	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
<u>금융감독당국</u>	직원 동의서 부속문서를 참조하십시오		<u>개인(신용)정보 이용목적</u> 을 달성할 <u>때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII.</u>
<u>계열회사</u>			
<u>정보처리관련 IT 서비스업체</u>			

보안회사		처리방법 및 데이터 보관 항목에서 명시한 기간에 따라
보험회사		

나. 선택적 정보 제공

정보수령자	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
여행사	직원 동의서 부속문서를 참조하십시오		개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라
교육기관			

동의를 거부할 권리 및 동의를 거부할 경우의 불이익	귀하는 위 개인(신용)정보의 제공에 동의하지 않을 권리가 있습니다. 다만, 위 필수적 정보 제공에 동의하지 않을 경우 고용계약을 체결·유지할 수 없으며 , 위 선택적 정보 제공에 동의하지 않을 경우 회사가 제공하는 복지혜택을 받지 못할 수 있습니다.
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위 정보제공에 관하여 상세한 내용은 [직원동의서 부속문서](#)에 기재되어 있고 본인은 이를 확인하였으며, 귀사가 위와
같이 본인의 개인(신용)정보를 제 3 자에게 제공하는 것에 동의합니다.

- 필수적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)
- 선택적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)

5. 고유식별정보의 제공에 관한 사항

가. 필수적 정보 제공

제공받는 자 (정보수령자)	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
금융감독당국	직원 동의서 부속문서를 참조하십시오		

<u>계열회사</u>		<u>개인(신용)정보</u> <u>이용목적</u> 을 달성할 <u>때까지 또는 직원 및</u> <u>계약직 직원 데이터</u> <u>보호 고지 VIII.</u> <u>처리방법 및 데이터</u> <u>보관 항목에서 명시한</u> <u>기간에 따라</u>
<u>정보처리관련</u> <u>IT 서비스업체</u>		
<u>보험회사</u>		

나. 선택적 정보 제공

정보수령자	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
<u>직원 복리후생에 관련된 제 3 자 서비스 제공업체</u>	직원 동의서 부속서를 참조하십시오		<u>개인(신용)정보</u> <u>이용목적</u> 을 달성할 <u>때까지 또는 직원 및</u> <u>계약직 직원 데이터 보호</u> <u>고지 VIII. 처리방법 및</u> <u>데이터 보관 항목에서</u> <u>명시한 기간에 따라</u>
<u>여행사</u>			
<u>교육기관</u>			
동의를 거부할 권리와 동의를 거부할 경우의 불이익	<ul style="list-style-type: none">- 필수적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)는 개인정보 보호법 제 24 조 제 1 항 제 2 호에 따라 관련 법령에서 구체적으로 고유식별정보(개인식별번호 포함)의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 제공할 수 있는 정보입니다. 귀하가 위 고유식별정보(개인식별번호 포함)에 동의하지 않을 경우 고용계약을 체결·유지할 수 없습니다.- 귀하는 선택적 고유식별정보(개인식별번호 포함)의 제공에 동의하지 않을 권리가 있습니다. 단, 동의하지 않을 경우 회사가 제공하는 복지혜택을 받지 못할 수 있습니다.		

위 정보제공에 관하여 상세한 내용은 **직원 동의서 부속문서**에 기재되어 있고 본인은 이를 확인하였으며, 귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 제 3 자에게 제공하는 것에 동의합니다.

- 필수적 제공 (동의함 ☐ 동의하지 않음 ☐)
- 선택적 제공 (동의함 ☐ 동의하지 않음 ☐)

6. 민감정보의 제공에 관한 사항

가. 필수적 정보 제공

정보 수령자	정보수령자의 이용목적	제공할 개인(신용) 정보의 항목	정보수령자의 개인(신용) 정보 보유·이용기간
<u>보건당국</u>	직원 동의서 부속문서를 참조하십시오		<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>

나. 선택적 정보 제공

정보 수령자	정보수령자의 이용목적	제공할 개인(신용)정보 의 항목	정보수령자의 개인(신용) 정보 보유·이용기간
<u>직원 복리후생에 관련된 제 3 자 서비스 제공업체</u>	직원동의서 부속문서를 참조하십시오		<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>

<p>동의를 거부할 권리 및 동의를 거부할 경우의 불이익</p>	<ul style="list-style-type: none"> - 필수적 제공 항목으로 분류된 위 민감정보는 개인정보 보호법 제 23 조 제 1 항 제 2 호에 따라 관련 법령에서 민감정보의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 제공할 수 있는 정보입니다. 귀하가 위 민감정보의 필수적 제공에 동의하지 않을 경우 <u>고용계약을 체결·유지할 수 없습니다.</u> - 귀하는 위 선택적 민감정보의 제공에 동의하지 않을 권리가 있습니다. 다만, 위 선택적 민감정보 제공에 동의하지 않을 경우 <u>회사의 복지혜택을 받지 못할 수 있습니다.</u>
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위 정보제공에 관하여 상세한 내용은 직원 동의서 부속문서에 기재되어 있고 본인은 이를 확인하였으며, 귀사가 위와 같이 본인의 민감정보를 제 3 자에게 제공하는 것에 동의합니다.

- 필수적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)

- 선택적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)

7. 개인(신용)정보의 국외이전에 대한 동의

이전받는 자	이전국가 (연락처)	이전시기· 방법	이전받는 자의 개인(신용)정 보 이용목적	이전되는 개인(신용)정보 항목	이전받는 자의 개인(신용)정보 보유·이용기간
<u>본사 및 전세계 계열사</u> 전체 계열사 목록은 국제 진출 지역 - Bank of America 영업점에서 확인하실 수 있습니다.	직원동의서 부속문서를 참조하십시오	<u>재직 중 정보통신망 등을 통해 수시로 이전</u>	직원동의서 부속문서를 참조하십시오	직원동의서 부속문서를 참조하십시오	<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>
<u>외국금융감독당국</u>	직원동의서 부속문서를 참조하십시오	<u>정보통신망 등을 통해 이전</u>	<u>외국 법령 준수</u>	직원동의서 부속문서를 참조하십시오	<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>

개인(신용)정보의 이전을 거부하는 방법, 절차 및 거부의 효과

귀하는 위 개인(신용)정보의 국외이전에 동의하지 않거나, hrsc.apac@bofa.com 또는 전화 **00800.2722.4772** 나 **+65.6591.1166** 을 통해 인사부 서비스 센터로 별도로 알리는 방법을 통해 개인(신용)정보의 국외이전을 거부하실 수 있습니다. 다만, 위 개인(신용)정보의 국외이전을 거부하실 경우 고용계약을 체결·유지할 수 없으며, 회사가 제공하는 복지혜택을 받지 못할 수 있습니다.

동의를 거부할 권리 및 동의를 거부할 경우의 불이익	귀하는 위 개인(신용)정보의 국외이전에 동의하지 않을 권리가 있습니다. 다만, 위 개인(신용)정보의 국외이전에 대해 동의하지 않을 경우 고용계약을 체결·유지할 수 없으며, 회사가 제공하는 복지혜택을 받지 못할 수 있습니다.
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귀사가 위와 같이 본인의 개인(신용)정보를 국외이전하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

8. 개인(신용)정보의 제공·조회에 관한 사항

제공·조회대상 기관	신용조회회사: 서울신용평가정보(주), 나이스평가정보(주), 코리아크레딧뷰로(주) 신용정보집중기관: 전국은행연합회, 여신금융협회
제공·조회 목적	금융사고방지 등 내부통제 및 법규준수
제공할 개인(신용)정보	당행은 귀하의 개인(신용)정보를 조회하기 위해 위 제공·조회대상 기관에 다음과 같이 귀하의 개인(신용)정보를 제공합니다. 개인식별정보: 성명, 생년월일, 주소, 전화번호 등 고유식별정보(개인식별번호 포함): 여권번호, 운전면허번호, 외국인등록번호 등
조회할 개인(신용)정보	당행이 위 제공·조회대상 기관으로부터 조회하고자 하는 귀하의 개인(신용)정보: 개인식별정보(성명, 연락처 등), 신용도판단정보 (연체정보, 대위변제·대지급정보 등), 신용거래정보 (대출(현금서비스 포함), 채무보증 등)
제공·조회 동의의 효력 기간	<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	귀하는 위 개인(신용)정보의 제공·조회에 동의하지 않을 권리가 있습니다. 다만, 위 개인(신용)정보의 제공·조회에 대해 동의하지 않을 경우 고용계약을 체결·유지할 수 없습니다.

귀사가 위와 같이 본인의 개인(신용)정보를 제공·조회하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 제공·조회하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

9. 업무용 전산기기·통신수단 관련 자료·기록 등의 모니터링에 대한 동의

본인은, 회사가 본인에게 사용을 허락한 회사의 정보통신시스템, 정보처리기기, 정보저장매체(CD-ROM, DVD, USB 메모리 및 외장 HDD를 포함하나, 이에 한정되지 아니함) 및 전자우편계정(이하 통칭하여 “전자 매체 시스템”)을 통해 처리 또는 송·수신되는 전자우편, 컴퓨터 파일 등 전자적 데이터 일체를 포함하되 이에 한정되지 않는 모든 정보 및 데이터 일체(이하 “IT 데이터”)가 회사의 자산임을 인정하고 이에 동의합니다. 본인은, 회사 또는 회사로부터 위임을 받은 제 3자가 전자 매체 시스템에 대한 사용기준 준수 여부의 확인, 회사의 업무와 관련하여 발생할 수 있는 문제들의 예방, 이와 관련된 자료의 수집 등을 포함한 회사의 정당하고 적법한 이익 보호를 위한 목적으로, 본인이 업무와 관련하여 사용하는 전자 매체 시스템, 사무공간 및 용구 내의 정보자산과 문서 등을 검토할 수 있으며, 이러한 검토에는 로그기록(업무용 통신수단의 사용자, 사용시간, 송수신 정보 내용, 첨부자료 등 포함)에 대한 열람을 비롯하여 정보에 대한 접근, 검색, 추출, 제한, 통제, 복사 또는 전달 등이 포함될 수 있다는 점을 인정하고 이에 동의합니다.

귀사가 위와 같이 본인의 개인(신용)정보가 포함된 업무용 전산기기·통신수단 관련 자료·기록 등을 모니터링하는 것에 대하여 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

본인은 귀사의 수집 및 이용에 동의한 개인(신용)정보, 민감정보, 고유식별정보에 관하여 정확한 정보를 귀사에 제공하였음을 확인하며, 귀사의 보유기간 동안 해당 개인(신용)정보에 변경이 발생하거나 오류를 발견한 경우 이를 지체 없이 귀사에 알리도록 하겠습니다.

귀하가 가족 등 제 3자(“정보주체”)의 개인(신용)정보를 복지 수령 등 목적으로 회사에 제공하는 경우, 사전에 해당 정보주체에게 회사에 제공되는 개인(신용)정보의 항목, 수집·이용 목적, 수집·이용 기간, 동의를 거부할 권리 및 동의를 거부할 경우의 불이익(추가로, 회사가 해당 정보를 제 3자에게 제공하는 경우에는 제공 항목, 제공 받는 자, 제공 받는 자의 이용 목적, 제공 받는 자의 이용 기간, 제공에 대한 동의를 거부할 권리 및 동의를 거부할 경우의 불이익 포함)을 알리고 해당 정보주체로부터 동의를 받아야 합니다. 이 동의서에 서명하거나 기타 방식으로 동의의 의사를 표시함으로써 귀하는 상기 내용을 관련 정보주체에게 설명하고 동의를 받았음을 확인합니다.

본인은 본 동의서의 내용을 상세히 읽어 보았고, 이에 관하여 충분히 이해하였으며, 본인의 자유로운 의사에 의해 본 동의서를 제출하며 아래와 같이 서명합니다.

년 월 일

성명: 서명 또는 (인)

(생년월일:)

부록 D

개인(신용)정보 처리(수집·이용·제공 등) 동의서 (계약직직원용)

수신: 계약직 직원 계약에 거명된 법인

본인은 아래의 내용을 확인하고, 귀사가 다음과 같이 본인의 개인(신용)정보를 처리(수집, 이용, 제공 등)하는 것에 동의합니다.

1. 개인(신용)정보 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
필수적 수집·이용	<ul style="list-style-type: none"> ▶성명, 사진, 생년월일, 주소, 자택 전화번호, 휴대폰 전화번호, 전자우편 계정, 성별 ▶학력(학교, 소재지, 전공, 입학 및 졸업연도, 졸업여부, 학점 등), 경력(근무지, 직책, 담당업무, 근무연한 등), 자격, 수상/징계내역, 계약시작일, 소속부서, 직책, 직무 등 ▶요금 이체를 위한 은행·증권사 등 금융기관 계좌번호 등 ▶회사 전자우편 계정, 회사 전화, 기타 업무용 통신장비(문자메시지, 메신저 등 포함)를 통하여 송수신한 내용 등 ▶출입정보, 전산장치 접속기록, 근무태도, 업무성과, 대고객 관계에 대한 평가 등 ▶회사 내 영상정보처리기를 이용하여 수집한 영상 등 ▶지문, 홍채, 혈액형 등 일반적인 생체정보 등 	<ul style="list-style-type: none"> ▶계약관리: 계약, 해지 및 보수 ▶계약 비용 관리: 요금 지급 ▶근로관계 법규준수 및 계약관계의 이행: 계약의 이행, 회사 제반 내부규정/단체협약의 준수, 임직원 및 계약직원에 대한 균등한 처우와 기회의 제공, 계약직 고용관련 법규, 산업안전·보건 관련 법규, 외국인 계약직 근로자 관련 법규 등에 의거하여 회사에 부과되는 모든 법적·행정적 의무의 준수 등 ▶보안/연락: 회사에서 처리되는 정보의 보호, 보안시스템의 유지·향상·점검, 사내에서 발생가능한 범죄, 비리 등의 예방 및 증거수집, 연락처 공유와 비상연락망 구축 등 ▶홍보: 고객이나 기타 제 3 자에 대한 회사업무의 홍보 또는 업무상 필요한 연락처의 제공 등 ▶기타 국내외법령의 준수: 기타 금융기관으로서 준수하여야 할 국내외의 법령 준수 및 외국계열사의 외국법령준수, 국내외의 정부, 금융감독기관의 감독행위에 대한 협조 등 ▶컴플라이언스 활동: 내부 감사·컴플라이언스 또는 법적 위험의 분석 및 이에 따른 지적

		사항의 검토 및 시정, 법적 위험의 해결 또는 이에 대한 대응 등 후속 조치, 사내에서 발생 가능한 범죄, 임직원의 회사 업무 수행 과정에서 발생 가능한 관계 법령 위반, 사규 위반, 기타 비위행위·불법행위 등의 예방, 혐의 보고, 관련 조사 및 증거수집, 각종 분쟁 대응을 위한 관련 증빙 수집과 이용 등
보유 및 이용 기간	본 동의서상 수집된 귀하의 개인(신용)정보는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라 보유·이용될 것이며, 법령에 따라 해당 개인(신용)정보를 보존해야 하는 의무가 존재하지 않는 이상, 해당 개인(신용)정보가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.	
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	- 필수적 수집·이용 항목으로 분류된 위 개인(신용)정보는 개인정보 보호법 제 15 조 제 1 항 제 4 호에 따라 귀하와 체결한 고용계약을 이행하거나 고용계약을 체결하는 과정에서 정보주체의 요청에 따른 조치를 이행하기 위하여 필요한 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 개인(신용)정보의 필수적 수집·이용에 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다.	

귀사가 위와 같이 본인의 개인(신용)정보를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

2. 고유식별정보(개인식별번호 포함) 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
필수적 수집·이용	<u>주민등록번호, 외국인등록번호(임직원/계약직 직원이 외국인인 경우)</u>	본인의 식별 및 확인, 각종 보험의 가입 등 복지혜택 제공 및 소득세 원천징수 등 조세관련 업무 등
선택적 수집·이용	<u>운전면허번호, 여권번호</u>	업무상 필요에 따른 차량 지원, 국외출장지원 등
보유·이용 기간	본 동의서상 수집된 귀하의 고유식별정보(개인식별번호 포함)는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에	

	<u>따라</u>보유·이용될 것이며, 법령에 따라 해당 고유식별정보(개인식별번호)를 보존해야 하는 의무가 존재하지 않는 이상, 해당 고유식별정보(개인식별번호 포함)가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	<ul style="list-style-type: none"> - 필수적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)는 개인정보 보호법 제 24 조 제 1 항 제 2 호에 따라 관련 법령에서 구체적으로 고유식별정보(개인식별번호 포함)의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 고유식별정보(개인식별번호 포함)의 필수적 수집·이용에 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다. - 귀하는 선택적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)의 수집·이용에 동의하지 않을 권리가 있습니다. 단, 동의하지 않을 경우 업무상 필요에 따른 차량 지원, 국외출장 지원 등 회사가 제공하는 혜택을 받지 못할 수도 있습니다.

귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

- 선택적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

3. 민감정보 수집·이용에 관한 사항

	수집·이용할 항목	수집·이용 목적
필수적 수집·이용	<u>결격사유 조회결과 등</u>	관계법령상 인허가, 자격요건 관련 결격사유 확인
보유·이용 기간	<u>본 동의서상 수집된 귀하의 민감정보는 위에 기재한 수집·이용의 목적을 모두 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라 보유·이용될 것이며, 법령에 따라 해당 민감정보를 보존해야 하는 의무가 존재하지 않는 이상, 해당 민감정보가 불필요하게 된 것이 확인된 때에는 파기될 것입니다.</u>	
동의를 거부할 권리 및 동의를 거부할 경우의 불이익	<ul style="list-style-type: none"> - 필수적 수집·이용 항목으로 분류된 위 민감정보는 개인정보 보호법 제 23 조 제 1 항 제 2 호에 따라 관련 법령에서 민감정보의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 수집·이용할 수 있는 정보입니다. 귀하가 위 민감정보의 필수적 수집·이용에 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다. 	

귀사가 위와 같이 본인의 민감정보를 수집·이용하는 것에 동의합니다.

- 필수적 수집·이용 (동의함 ☐ 동의하지 않음 ☐)

4. 개인(신용)정보의 제공에 관한 사항

필수적 정보 제공

제공받는 자(정보수령자)	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
금융감독당국	직원 동의서 부속문서를 참조하십시오		개인(신용)정보 이용목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라
계열회사			
정보처리관련 IT 서비스업체			
보안회사			
보험회사			

동의를 거부할 권리 및 동의를
거부할 경우의 불이익

귀하는 위 개인(신용)정보의 제공에 동의하지 않을 권리가 있습니다. 다만, 위
필수적 정보 제공에 동의하지 않을 경우 [계약 관계를 체결·유지할 수 없습니다.](#)

위 정보제공에 관하여 상세한 내용은 [직원동의서 부속문서](#)에 기재되어 있고 본인은 이를 확인하였으며, 귀사가
위와 같이 본인의 개인(신용)정보를 제 3자에게 제공하는 것에 동의합니다.

- 필수적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)

5. 고유식별정보의 제공에 관한 사항

필수적 정보 제공

제공받는 자 (정보수령자)	정보수령자의 이용목적	제공할 개인(신용)정보의 항목	정보수령자의 개인(신용)정보 보유·이용기간
금융감독당국	직원 동의서 부속문서를 참조하십시오		개인(신용)정보 이용목적을 달성할 때까지 또는 직원 및
계열회사			

정보처리관련		계약직 직원 데이터
IT 서비스업체		보호 고지 VIII. 처리방법
보험회사		및 데이터 보관
		항목에서 명시한 기간에
		따라

동의를 거부할 권리 및 동의를 거부할 경우의 불이익	- 필수적 수집·이용 항목으로 분류된 위 고유식별정보(개인식별번호 포함)는 개인정보 보호법 제 24 조 제 1 항 제 2 호에 따라 관련 법령에서 구체적으로 고유식별정보(개인식별번호 포함)의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 제공할 수 있는 정보입니다. 귀하가 위 고유식별정보(개인식별번호 포함)에 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다.
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위 정보제공에 관하여 상세한 내용은 [직원 동의서 부속문서](#)에 기재되어 있고 본인은 이를 확인하였으며, 귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 제 3 자에게 제공하는 것에 동의합니다.

- 필수적 제공 (동의함 ☐ 동의하지 않음 ☐)

6. 민감정보의 제공에 관한 사항

필수적 정보 제공

정보 수령자	정보수령자의 이용목적	제공할 개인(신용) 정보의 항목	정보수령자의 개인(신용) 정보 보유·이용기간
보건당국	직원 동의서 부속문서를 참조하십시오		개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라

동의를 거부할 권리 및 동의를 거부할 경우의 불이익	- 필수적 제공 항목으로 분류된 위 민감정보는 개인정보 보호법 제 23 조 제 1 항 제 2 호에 따라 관련 법령에서 민감정보의 처리를 요구하거나 허용하는 경우로서 귀하의 동의 없이 제공할 수 있는 정보입니다. 귀하가 위 민감정보의
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필수적 제공에 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다.

위 정보제공에 관하여 상세한 내용은 직원 동의서 부속문서에 기재되어 있고 본인은 이를 확인하였으며, 귀사가 위와 같이 본인의 민감정보를 제 3자에게 제공하는 것에 동의합니다.

- 필수적 정보의 제공 (동의함 ☐ 동의하지 않음 ☐)

7. 개인(신용)정보의 국외이전에 대한 동의

이전받는 자	이전국가(연락처)	이전시기·방법	이전받는 자의 개인(신용)정보 이용목적	이전되는 개인(신용)정보 항목	이전받는 자의 개인(신용)정보 보유·이용기간
<u>본사 및 전세계 계열사</u> 전체 계열사 목록은 국제 진출 지역 - <u>Bank of America 영업점</u> 에 서 확인하실 수 있습니다.	직원동의서 부속문서를 참조하십시오	<u>계약 기간 중 정보통신망 등을 통해 수시로 이전</u>	직원동의서 부속문서를 참조하십시오	직원동의서 부속문서를 참조하십시오	<u>개인(신용)정보 이용목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>
<u>외국금 융감독 당국</u>	직원동의서 부속문서를 참조하십시오	<u>정보통신망 등을 통해 이전</u>	<u>외국 법령 준수</u>	직원동의서 부속문서를 참조하십시오	<u>개인(신용)정보 이용목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지</u>

					<u>VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>
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개인(신용)정보의 이전을 거부하는 방법, 절차 및 거부의 효과	귀하는 위 개인(신용)정보의 국외이전에 동의하지 않거나, hrsc.apac@bofa.com 또는 전화 00800.2722.4772 나 +65.6591.1166 을 통해 인사부 서비스 센터로 별도로 알리는 방법을 통해 개인(신용)정보의 국외이전을 거부하실 수 있습니다. 다만, 위 개인(신용)정보의 국외이전을 거부하실 경우 계약 관계를 체결·유지할 수 없습니다.
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동의를 거부할 권리 및 동의를 거부할 경우의 불이익	귀하는 위 개인(신용)정보의 국외이전에 동의하지 않을 권리가 있습니다. 다만, 위 개인(신용)정보의 국외이전에 대해 동의하지 않을 경우 계약 관계를 체결·유지할 수 없습니다.
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귀사가 위와 같이 본인의 개인(신용)정보를 국외이전하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

8. 개인(신용)정보의 제공·조회에 관한 사항

제공·조회대상 기관	신용조회회사: 서울신용평가정보(주), 나이스평가정보(주), 코리아크레딧뷰로(주) 신용정보집중기관: 전국은행연합회, 여신금융협회
제공·조회 목적	금융사고방지 등 내부통제 및 법규준수
제공할 개인(신용)정보	당행은 귀하의 개인(신용)정보를 조회하기 위해 위 제공·조회대상 기관에 다음과 같이 귀하의 개인(신용)정보를 제공합니다. 개인식별정보: 성명, 생년월일, 주소, 전화번호 등 고유식별정보(개인식별번호 포함): 여권번호, 운전면허번호, 외국인등록번호 등
조회할 개인(신용)정보	당행이 위 제공·조회대상 기관으로부터 조회하고자 하는 귀하의 개인(신용)정보: 개인식별정보(성명, 연락처 등), 신용도판단정보(연체정보, 대위변제·대지급정보 등), 신용거래정보(대출(현금서비스 포함), 채무보증 등)
제공·조회 동의의 효력 기간	<u>개인(신용)정보 이용 목적을 달성할 때까지 또는 직원 및 계약직 직원 데이터 보호 고지 VIII. 처리방법 및 데이터 보관 항목에서 명시한 기간에 따라</u>

동의를 거부할 권리 및 동의를
거부할 경우의 불이익

귀하는 위 개인(신용)정보의 제공·조회에 동의하지 않을 권리가 있습니다.
다만, 위 개인(신용)정보의 제공·조회에 대해 동의하지 않을 경우 **계약
관계를 체결·유지할 수 없습니다.**

귀사가 위와 같이 본인의 개인(신용)정보를 제공·조회하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

귀사가 위와 같이 본인의 고유식별정보(개인식별번호 포함)를 제공·조회하는 것에 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

9. 업무용 전산기기·통신수단 관련 자료·기록 등의 모니터링에 대한 동의

본인은, 회사가 본인에게 사용을 허락한 회사의 정보통신시스템, 정보처리기기, 정보저장매체(CD-ROM, DVD, USB 메모리 및 외장 HDD 를 포함하나, 이에 한정되지 아니함) 및 전자우편계정(이하 통칭하여 “전자 매체 시스템”)을 통해 처리 또는 송·수신되는 전자우편, 컴퓨터 파일 등 전자적 데이터 일체를 포함하되 이에 한정되지 않는 모든 정보 및 데이터 일체(이하 “IT 데이터”)가 회사의 자산임을 인정하고 이에 동의합니다. 본인은, 회사 또는 회사로부터 위임을 받은 제 3 자가 전자 매체 시스템에 대한 사용기준 준수 여부의 확인, 회사의 업무와 관련하여 발생할 수 있는 문제들의 예방, 이와 관련된 자료의 수집 등을 포함한 회사의 정당하고 적법한 이익 보호를 위한 목적으로, 본인이 업무와 관련하여 사용하는 전자 매체 시스템, 사무공간 및 용구 내의 정보자산과 문서 등을 검토할 수 있으며, 이러한 검토에는 로그기록(업무용 통신수단의 사용자, 사용시간, 송수신 정보 내용, 첨부자료 등 포함)에 대한 열람을 비롯하여 정보에 대한 접근, 검색, 추출, 제한, 통제, 복사 또는 전달 등이 포함될 수 있다는 점을 인정하고 이에 동의합니다.

귀사가 위와 같이 본인의 개인(신용)정보가 포함된 업무용 전산기기·통신수단 관련 자료·기록 등을 모니터링하는 것에 대하여 동의합니다.

- 동의함 ☐ 동의하지 않음 ☐

본인은 귀사의 수집 및 이용에 동의한 개인(신용)정보, 민감정보, 고유식별정보에 관하여 정확한 정보를 귀사에 제공하였음을 확인하며, 귀사의 보유기간 동안 해당 개인(신용)정보에 변경이 발생하거나 오류를 발견한 경우 이를 지체 없이 귀사에 알리도록 하겠습니다.

본인은 본 동의서의 내용을 상세히 읽어 보았고, 이에 관하여 충분히 이해하였으며, 본인의 자유로운 의사에 의해 본 동의서를 제출하며 아래와 같이 서명합니다.

년 월 일

성명: 서명 또는 (인)

(생년월일:)

개인(신용) 정보의 수집, 사용 및 제공에 대한 동의

부속문서 1

1. 일반 개인(신용) 정보의 제공

A. 필수 항목의 제공

수령자	수령자 국가(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
KOFIA	현지 (02-2003-9000)	금융투자사 운영 및 사업에 관한 FSCMA 시행령 및 규정에 따라 주요 직책에서의 직원 등록/관리, 투자 판촉 대리인의 등록/관리, 자본시장과 금융투자업에 관한 법률("FSCMA"), 채용 및 서비스 기준과 관련된 사업 성과	<ul style="list-style-type: none"> 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서 징계 항목: 처벌 일자, 처벌 유형, 불법 및 불공정 활동 세부 사항, 법률 위반, 위반 기간 	제공 목적이 달성될 때까지
금융위원회	현지 (02-2100-2500)	인허가, 요건 충족, 보고서 제출 등과 관련하여	<ul style="list-style-type: none"> 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서 	제공 목적이 달성될 때까지

			<p>• 징계 항목: 처벌 일자, 처벌 유형, 불법 및 불공정 활동 세부 사항, 법률 위반, 위반 기간</p>	
금융감독원	<p>현지 (02-3145-5114)</p>	<p>인허가, 보고서 제출, CEO/준법감시인 임명 및 해임에 관한 보고, 요건 충족, 조사 및 수사, 징계조치 절차 등과 관련하여</p>	<p>• 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서</p> <p>• 징계 항목: 처벌 일자, 처벌 유형, 불법 및 불공정 활동 세부 사항, 법률 위반, 위반 기간</p>	<p>제공 목적이 달성될 때까지</p>
한국은행	<p>현지 (02-759-4114)</p>	<p>보고서 제출, BOK 이체/FX 모니터링 시스템 담당 직원 등록, 요건 충족, 조사 및 수사, 징계조치 절차 등과 관련하여</p>	<p>• 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서</p> <p>• 징계 항목: 처벌 일자, 처벌 유형, 불법 및 불공정 활동 세부 사항, 법률</p>	<p>제공 목적이 달성될 때까지</p>

			위반, 위반 기간	
금융보안원	한국(02-3495-9000)	보고서 제출 및 금융 보안 조사 등 관련..	▸ 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서	제공 목적이 달성될 때까지
전국은행연합회	현지 (02-3705-5000)	보고서 제출, 2 등급 회원 등록 관련 정보, 회원의 분과 위원회 등록 등과 관련하여	▸ 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서	제공 목적이 달성될 때까지
기획재정부	현지 (044-215-2114)	요건 충족 등과 관련하여	▸ 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서	제공 목적이 달성될 때까지
금융정보분석원	현지 (02-2100-2500)	보고서 제출, 혐의거래/고액현금거 래 보고 및 수사, MLRO 등록 등과 관련하여	▸ 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서	제공 목적이 달성될 때까지

한국거래소	현지 (02-3774-9000)	보고서 제출, CEO 임명/해임에 관한 보고 등과 관련하여	• 일반 정보: 성명, 국적, 주소, 연락처, 부서, 고용 일자, 직책/직위, 학력, 경력, 관리 부서	제공 목적이 달성될 때까지
국민연금공단	현지 (02-397-9551)	국민연금 관리	성명, 주민등록번호, 보상, 채용일 및 퇴사일	해당 정보의 제공 목적이 달성될 때까지
국민건강보험공단	현지 (02-1577-1000)	국민 의료보험 관리	성명, 주민등록번호, 보상, 채용일 및 퇴사일	해당 정보의 제공 목적이 달성될 때까지
고용노동부	현지 (02-2004-7301)	고용보험 관리	성명, 주민등록번호 , 보상, 채용일 및 퇴사일	해당 정보의 제공 목적이 달성될 때까지
근로복지공단	현지 (02-1588-0075)	산재보험 관리	성명, 주민등록번호 , 보상, 채용일 및 퇴사일	해당 정보의 제공 목적이

				<u>달성될 때까지</u>
<u>한국장애인고용공단</u>	현지 (02-6320-7056)	<u>장애인 고용 여부</u>	성명, 채용일 및 퇴사일, 보상	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>국가보훈처</u>	현지 (02-2125-0843, 0838)	<u>퇴역군인 및 퇴역군인 가족의 고용 여부</u>	성명, 주소, 사업분야, 고용 및 퇴사, 보상	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>한국산업인력공단</u>	현지 (02-3274-9604)	<u>직원에 대한 직원 개발 비용 변상</u>	성명, 사업분야	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>HRSC</u> <u>싱가포르</u>	싱가포르 (065-6591-1166, 0582, 0586)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	•일반 정보: 성명, 국적, 주소, 연락처 정보, 사업분야, 고용, 직위/업무, 학력, 근무	<u>제 1 조와 동일한 본 서식의 보유 및 사용 기간</u>

			경력, 가족 정보 ·징계 정보: 일자, 유형, 과실, 위반 규정, 위반 기간	
삼성생명보험	현지 02-1588-3115	직원 퇴직연금 관리	성명, 채용일 및 퇴사일, 보상	해당 정보의 제공 목적이 달성될 때까지
CompleteCareers Pty Ltd	호주 (61-407-856-212)	내부 모빌리티	성명, 이메일 주소, 주소	제공 목적이 달성될 때까지
Fragomen	Ramona Perera (65) 6854 5186 RPerera@Fragomen.co m Alexandra Chew AChew@Fragomen.co m	직원에게 이민 서비스를 제공하기 위하여	주소, 생년월일, 이메일 주소, 직원 법률 문서, 소득, 성명, 개인 기록, 전화번호	해당 정보의 제공 목적이 달성될 때까지
Sirva	Clare Williams 대표 Clare.williams@sirva.co m +852 2823 2048	해외 파견 또는 전근 시 직원에게 이사 서비스를 제공하기 위하여	주소, 생년월일, 이메일 주소, 직원 법률 문서, 소득, 성명, 개인	해당 정보의 제공 목적이

			기록, 전화번호	<u>달성될 때까지</u>
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<u>마쉬 코리아(Marsh Korea)</u>	현지 (02-2095-4700)	<u>단체생명보험 및 의료보험 관리</u>	성명, 보상, 채용일 및 퇴사일, 가족 정보	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>에이온 휴잇(AON Hewitt)</u>	현지 (02-399-3600)	<u>급여 조사</u>	사업분야, 고용, 보상, 성별, 직위	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>딜로이트(Deloitte)</u>	현지 (02-6099 4328) 박정민(Jung Min Park) jungmpark@deloitte.com 최혜정(Hei Jung Choi) heichoi@DELOITTE.com	<u>급여 및 과세</u> <u>해외 파견 또는 전근 시 직원에게 세금 지원 서비스를 제공하기 위하여</u>	성명, 직원 ID, 은행 계좌 번호, 고용, 보상, 근무 경력 주소, 생년월일, 이메일 주소, 직원 법률 문서, 소득, 성명, 개인 기록, 전화번호	<u>해당 정보의 제공 목적이 달성될 때까지</u> <u>해당 정보의 제공 목적이</u>

				<u>달성될 때까지</u>
<u>EY(한영) 회계법인</u>	한국:(3781-4402)	<u>납세의무 준수</u>	성명 및 사무실 전화번호	<u>제공 목적이 달성될 때까지</u>
<u>Solution and Service Inc.</u>	한국:(779-6010)	<u>현지 규제 보고 자동화 프로젝트</u>	성명 및 사무실 전화번호	<u>제공 목적이 달성될 때까지</u>
<u>국세청</u>	한국:(126)	<u>세무 감사 및 조사</u>	성명, 사무실 전화번호, 직원번호, 국적, 주소, 가족 구성원, 급여가 포함된 임금, 상여금 등	<u>제공 목적이 달성될 때까지</u>
<u>콘 페리 인터내셔널(Korn Ferry International)</u>	현지 (02-399-7494)	<u>지원자 탐색 및 고용 절차</u>	성명, 사업분야, 고용, 보상, 근무 경력	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>ALEXANDER MANN SOLUTIONS (HK) LIMITED</u>	중국 (BOA GHR 중국 사무소 소재 AMS, 연락처: 86-21-6160-2688 / 2612)	<u>지원자 탐색 및 고용 절차</u>	주소, 생년월일, 이메일 주소, 직원 복리후생 정보, 직원 법률 문서, 소득,	<u>제공 목적이 달성될 때까지</u>

	(GHR 중국의 연락처: 86-21-6160-8730)		성명, 개인 기록, 전화번호	
아데코 코리아(Adecco Korea)	현지 (02-6000-3874)	파견근로자 관리	성명, 사업분야, 직위, 전화번호	해당 정보의 제공 목적이 달성될 때까지
켈리 서비스(Kelly Service)	현지 (02-760-8800)	파견근로자 관리	성명, 사업분야, 직위, 전화번호	해당 정보의 제공 목적이 달성될 때까지
BOA 클럽	현지 (02-788-1400)	직원 모임,	성명, 사업분야, 직위, 전화번호	해당 정보의 제공 목적이 달성될 때까지
BOA 노동조합	현지 (02-788-1400)	조합원에 대한 보상, 단체교섭협약 협상	성명, 사업분야, 고용 및 퇴사, 보상, 직위	해당 정보의 제공 목적이 달성될 때까지

한국금융연수원	현지 (02-3700-1500)	교육:	성명, 사업분야, 직위, 전화번호, 이메일 주소	해당 정보의 제공 목적이 달성될 때까지
한국개발연구원	현지 (02-958-4114)	교육:	성명, 사업분야, 직위, 전화번호, 이메일 주소	해당 정보의 제공 목적이 달성될 때까지
금융투자교육원	현지 (02-2003-9000)	교육:	성명, 사업분야, 직위, 전화번호, 이메일 주소	해당 정보의 제공 목적이 달성될 때까지
ADP China	중국 (86-21-2326-7896)	급여, 과세, 복리후생, 휴가 등을 위한 인사 관리 해외 규제 요건의 준수 및 해외 감독당국에 정보 제공	일반 정보: 성명, 국적, 주소, 연락처 정보, 사업분야, 고용, 직위/업무, 학력, 근무 경력, 가족 정보	해당 정보의 제공 목적이 달성될 때까지

일신회계법인	현지 (070-7835-3432)	급여, 과세, 복리후생, 휴가 등을 위한 인사 관리 현지 규제 요건의 준수 및 현지 감독당국에 정보 제공 해외 규제 요건의 준수 및 해외 감독당국에 정보 제공	일반 정보: 성명, 국적, 주소, 연락처 정보, 사업분야, 고용, 직위/업무, 학력, 근무 경력, 가족 정보	해당 정보의 제공 목적이 달성될 때까지
AIA	현지 (02-317-4455)	단체생명보험 및 의료보험 관리	성명, 보상, 채용일 및 퇴사일, 가족 정보	해당 정보의 제공 목적이 달성될 때까지
동부화재해상보험	현지 (1588-0100)	단체생명보험 및 의료보험 관리	성명, 보상, 채용일 및 퇴사일, 가족 정보	해당 정보의 제공 목적이 달성될 때까지
강북삼성병원	현지 (02-2001-1926)	직원 진료 및 건강검진	성명, 직원 ID	해당 정보의 제공 목적이

				<u>달성될 때까지</u>
<u>국민은행</u>	현지 (02-3783-0855)	<u>직원 대출</u>	성명, 직원 ID	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>HSBC</u>	현지 (02-2004-8964)	<u>직원 대출, 급여</u>	성명, 직원 ID, 직원 은행명, 계좌번호, 순급여 데이터	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>기업 감사, 규정준수 등의 내부 통제기능 부서</u>	관련 계열사의 해외 지사 http://legal.bankofamerica.com/client/lines_business/cso_subsidary_listings.asp?which=A .	<u>내부통제 등의 목적을 위한 모니터링</u>	성명, 부서, 직책, 연락처 등의 일반 정보 고객에게 제공되는 복리후생 정보, 금융투자 상품 계정과 그 계정의 판매 및 구매 활동에 관한 정보, 외부 활동과 관련된 보고 내부적으로 승인된 전자 채널을 통한 연락 기록	<u>해당 정보의 제공 목적이 달성될 때까지</u>

B. 선택 항목의 제공

수령자	수령자 국가(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
국가보훈처	현지 (02-2125-0843, 0838)	퇴역군인 및 퇴역군인 가족의 고용 여부	퇴역군인 여부	해당 정보의 제공 목적이 달성될 때까지

2. 고유식별정보의 제공

A. 필수 항목의 제공

수령자	수령자 국가(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
KOFIA	한국:(02-2003-9000)	금융투자사 운영 및 사업에 관한 FSCMA 시행령 및 규정에 따라 주요 직책에서의 직원 등록/관리, 투자 판촉 대리인의 등록/관리, 자본시장과 금융투자업에 관한 법률("FSCMA"), 채용 및 서비스 기준과 관련된 사업 성과	주민등록번호	제공 목적이 달성될 때까지

<u>금융위원회</u>	한국:(02-2100-2500)	<u>인허가, 요건 충족, 보고서 제출 등과 관련하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>제공 목적이 달성될 때까지</u>
<u>금융감독원</u>	한국:(02-3145-5114)	<u>인허가, 보고서 제출, CEO/준법감시인 임명 및 해임, 요건 충족, 조사 및 수사, 징계조치 절차 등과 관련하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>제공 목적이 달성될 때까지</u>
<u>한국은행</u>	한국:(02-759-4114)	<u>보고서 제출, BOK 이체/FX 모니터링 시스템 담당 직원 등록, 요건 충족, 조사 및 수사, 징계조치 절차 등과 관련하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>제공 목적이 달성될 때까지</u>
<u>금융정보분석원</u>	한국:(02-2100-2500)	<u>보고서 제출, 혐의거래/고액현금 거래 보고 및 수사, MLRO 등록 등과 관련하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>제공 목적이 달성될 때까지</u>
<u>국세청</u>	한국:(126)	<u>세무 감사 및 조사</u>	주민등록번호	<u>제공 목적이 달성될 때까지</u>

국민연금공단	현지 (02-397-9551)	국민연금 관리	주민등록번호, 외국인등록번호	해당 정보의 제공 목적이 달성될 때까지
국민건강보험공단	현지 (02-1577-1000)	국민 의료보험 관리	주민등록번호, 외국인등록번호	해당 정보의 제공 목적이 달성될 때까지
고용노동부	현지 (02-2004-7301)	고용보험 관리	주민등록번호, 외국인등록번호	해당 정보의 제공 목적이 달성될 때까지
근로복지공단	현지 (02-1588-0075)	고용보험 관리	주민등록번호, 외국인등록번호	해당 정보의 제공 목적이 달성될 때까지
한국장애인고용공단	현지 (02-6320-7056)	장애인 고용 여부	주민등록번호, 외국인등록번호	해당 정보의 제공 목적이

				<u>달성될 때까지</u>
<u>국가보훈처</u>	현지 (02-2125-0843, 0838)	<u>퇴역군인 및 퇴역군인 가족의 고용 여부</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>한국산업인력공단</u>	현지 (02-3274-9604)	<u>직원에 대한 직원 개발 비용 변상</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>ALEXANDER MANN SOLUTIONS (HK) LIMITED</u>	중국 (BOA GHR 중국 사무소 소재 AMS, 연락처: 86-21-6160-2688 / 2612) (GHR 중국의 연락처: 86-21-6160-8730)	<u>지원자 탐색 및 고용 절차</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>HRSC 싱가포르</u>	싱가포르 (065-6591-1166, 0582, 0586)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>해외 규제 요건의 준수 및 해외</u>	주민등록번호, <u>외국인등록번호</u>	<u>제 1 조와 동일한 본 서식의 보유 및</u>

		<u>감독당국에 정보 제공</u>		<u>사용 기간</u>
<u>삼성생명보험</u>	현지 (02-1588-3115)	<u>직원 퇴직연금 관리</u>	주민등록번호, <u>외국인등록 번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>마쉬 코리아(Marsh Korea)</u>	현지 (02-2095-4700)	<u>단체생명보험 및 의료보험 관리</u>	주민등록번호, <u>외국인등록 번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>딜로이트(Deloitt e)</u>	현지 (02-6099 4328)	<u>급여 및 과세</u> <u>해외 파견 또는 전근 시 직원에게 세금 지원 서비스를 제공하기 위하여</u>	주민등록번호, <u>외국인등록 번호</u> 주민등록번호, <u>외국인등록 번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u> <u>해당 정보의 제공 목적이 달성될 때까지</u>

콘 페리 인터내셔널(Korn Ferry International)	현지 (02-399-7494)	지원자 탐색 및 고용 절차	주민등록번호, 외국인등록 번호	해당 정보의 제공 목적이 달성될 때까지
아데코 코리아(Adecco Korea)	현지 (02-6000-3874)	파견근로자 관리	주민등록번호, 외국인등록 번호	해당 정보의 제공 목적이 달성될 때까지
켈리 서비스(Kelly Service)	현지 (02-760-8800)	파견근로자 관리	주민등록번호, 외국인등록 번호	해당 정보의 제공 목적이 달성될 때까지
한국금융연수원	현지 (02-3700-1500)	교육	주민등록번호, 외국인등록 번호	해당 정보의 제공 목적이 달성될 때까지
한국개발연구원	현지 (02-958-4114)	교육	주민등록번호, 외국인등록 번호	해당 정보의 제공 목적이

				<u>달성될 때까지</u>
<u>금융투자교육원</u>	현지 (02-2003-9000)	<u>교육</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>ADP China</u>	중국 (86-21-2326-7896)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>일신회계법인</u>	현지 (070-7835-3432)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>현지</u> <u>규제 요건의 준수 및 현지 감독당국에 정보 제공</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>AIA</u>	현지 (02-317-4455)	<u>단체생명보험 및 의료보험 관리</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공</u>

				<u>목적이 달성될 때까지</u>
<u>동부화재해상보험</u>	현지 (1588-0100)	<u>단체생명보험 및 의료보험 관리</u>	주민등록번호	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>Fragomen</u>	Ramona Perera (65) 6854 5186 RPerera@Fragomen.com Alexandra Chew AChew@Fragomen.com	<u>직원에 이민 서비스를 제공하기 위하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>Sirva</u>	Clare Williams 대표 Clare.williams@sirva.com +852 2823 2048	<u>해외 파견 또는 전근 시 직원에게 이사 서비스를 제공하기 위하여</u>	주민등록번호, <u>외국인등록번호</u>	<u>해당 정보의 제공 목적이 달성될 때까지</u>

B. 선택 항목의 제공

수령자	수령자 국가(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
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HRSC 싱가포르	싱가포르 (065-6591-1166, 0582, 0586)	급여, 과세, 복리후생, 휴가 등을 위한 인사 관리 해외 규제 요건의 준수 및 해외 감독당국에 정보 제공	여권 번호	제 1 조와 동일 본 서식의 보유 및 사용 기간
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3. 민감 정보의 제공

A. 필수 항목의 제공

수령자	수령자 국가(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
한국장애인고용공단	현지 (02-6320- 7056)	장애인 고용 여부	장애인 지위	해당 정보의 제공 목적이 달성될 때까지
HRSC 싱가포르	싱가포르 (065-6591- 1166, 0582, 0586)	급여, 과세, 복리후생, 휴가 등을 위한 인사 관리 해외 규제 요건의 준수 및 해외 감독당국에 정보 제공	의료 기록, 장애 여부, 예방접종 여부, 건강상태 관련 정보, 범죄 기록	제 1 조와 동일 본 서식의 보유 및 사용 기간
마쉬 코리아(Marsh Korea)	현지 (02-2095- 4700)	단체생명보험 및 의료보험 관리	질병 관련 정보	계약 종료 후 모든 잠재적 법적 분쟁이

				<u>해결될 때까지</u>
<u>ADP China</u>	중국 (86-21-2326-7896)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	의료 기록, 장애인 신분, 예방접종 상태, 건강상태 관련 정보	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>일신회계법인</u>	현지 (070-7835-3432)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>현지 규제 요건의 준수 및 현지 감독당국에 정보 제공</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	질병 관련 정보	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>AIA</u>	현지 (02-317-4455)	<u>단체생명보험 및 의료보험 관리</u>	질병 관련 정보	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>동부화재해상보험</u>	현지 (02-6900-3499)	<u>단체생명보험 및 의료보험 관리</u>	질병 관련 정보	<u>해당 정보의 제공 목적이</u>

				<u>달성될 때까지</u>
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B. 선택 항목의 제공

수령자	수령자 주재국(연락처)	수령자의 사용 목적	제공 항목	수령자의 보유 및 사용 기간
<u>HRSC 싱가포르</u>	싱가포르 (065-6591-1166, 0582, 0586)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u> <u>해외 규제 요건의 준수 및 해외 감독당국에 정보 제공</u>	노동조합 조합원 신분	<u>제 1 조와 동일 본 서식의 보유 및 사용 기간</u>
<u>ADP China</u>	중국 (86-21-2326- 7896)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u>	노동조합 조합원 신분	<u>해당 정보의 제공 목적이 달성될 때까지</u>
<u>일신회계법인</u>	현지 (070-7835-3432)	<u>급여, 과세, 복리후생, 휴가 등을 위한 인사 관리</u>	노동조합 조합원 신분	<u>해당 정보의 제공 목적이 달성될 때까지</u>