

Privacy Policy

Personal Information Protection Policy

In the course of research and development of AI technology and related solution development, Arithmer Inc. (hereinafter “we” or “company”) recognizes that it is our social responsibility to protect personal information entrusted to us by our customers and our employees and we will implement and maintain the following policies and make company-wide efforts for their continual improvement.

1. Basic Policy

- (1) We will establish an office to build and operate the Personal Information Protection Management Systems (PMS Japanese Industrial Standard), and continuously improve the requirements.
- (2) The company acquires, uses, and provides appropriate personal information within the scope necessary for the performance of personal, outsourced, and accepted work and the work of its employees.
- (3) We will comply with laws and regulations, national guidelines and other standards related to Personal Information Protection Management Systems (PMS), as well as with the terms of our contracts with customers.
- (4) We make every effort to prevent and minimize unauthorized access to personal information, as well as the leakage, loss, damage, misplacements and changes to personal information.
- (5) The Company will respond appropriately and promptly to complaints and consultations regarding personal information.
- (6) In the case of outsourcing and handling personal information, we will select and supervise a well-structured organization that has a solid management framework.
- (7) We will take appropriate control measures when handling personal information in cloud networks.
- (8) We will plan information security programs for our Personal Information Protection Management Systems (PMS) and provide appropriate training to our employees on a regular basis.

Established: September 2, 2019

Revised: June 30, 2020

President, Chief Executive Officer

Arithmer Inc.

Yoshihiro Ohta

■Contact Us

If you have any questions regarding our privacy policy or the personal information held by our company, please contact us at the Personal Information Contact Desk.

<Personal Information Contact Desk>

Personal Information Protection Administrator

General Manger, General Affairs

TEL : +81-3-5579-6683

Mail : Izumi Garden Tower 38/40F (Front Desk), 1 Chome-6-1 Roppongi, Minato-ku, Tokyo, 106-6040

The Handling of Personal Information

1. The Name of the Company

Arithmer Inc.

2. The Purpose of Using Personal Information Handled by Our Company

We will use personal information for the following purposes.

Types of Personal Information	Purpose of Use
(1) Personal information acquired through contracts for the purchase and use of our products and services.	Used for the performance of contractual rights, obligations as well as information of products, services, events, ID identifications and ID authentications.
(2) Personal information acquired when the company procures goods and services from outside companies.	Use for the performance of contractual rights and obligations.
(3) Personal information of those who participate in or visit events hosted by or exhibited by the company.	To provide information on services and related events.
(4) Personal information about a person who requested to be employed at our company.	Used for the employment selection process.
(5) Personal information about visitors to our company.	Used to ensure the security of our company.
(6) Personal information about the person who contacted us.	Used to confirm and respond to inquiries.
(7) Employee information (including retirees).	Human resource management, benefits and health management. Business operation and management, labor and personnel management, taxation and social security related paperwork.

The Purpose of Personal Information Consigned to Us.

Types of Personal Information	Purpose of Use
(8) Personal information (including specific personal information) we receive as a result of being consigned to a business relationships.	Used to perform relevant duties.

3. The Commissioning and Handling of Personal Information

We will assess the same safety control measures used in 2.

Accordingly, we may outsource personal information to our contractors.

4. Disclosure of Personal Information

With regard to the personal information that we have directly acquired (except for consigned information), we will promptly respond to requests from any individual asking to notify the purpose of use, disclosure, correction, adding or deletion of information. This includes cases such as providing the information to third parties (referred to hereinafter as "disclosed information"). Please refer to the below "Procedures for Disclosure" for further details.

5. Personal Information and the Degree of Voluntariness

We respect voluntariness during the handling of personal information. However, please note that if we are unable to obtain the necessary personal information, you may not be able to receive the intended services.

6. Information Acquired by Methods that are not Easily Identifiable.

Cookies, web beacons and IP addresses may be used on our site in a manner that does not identify individuals for the purpose of system troubleshooting and statistical information. Users may decline the use of cookies and web beacons by our company through refusing cookie acceptance. However, in such cases some of the functions such as the customization function, may not be available for use.

In order to improve the usability of our website, we use Google Analytics to collect and analyze data for our website. Google Analytics uses cookies, but they do not contain personally identifiable information. The collected data will be used only for the purpose of analyzing the website and writing for related reports.

The data collected is managed in accordance with Google's privacy policy.

For more information about Google's Privacy Policy, please visit the following pages.

[Google Privacy Policy](#)

The Procedures for Disclosure

1. Contacting for Disclosure Requests

Among the personal information held by our company, those that fall under the category of "Retained Personal Data" ((1) to (7) of "2. The Purpose of Using Personal Information Handled by Our Company" described above), will be handled by our company as long as you or your agent (legal representative) wish to notify the purpose of disclosure, correct the information, add or delete or order to stop the use of or stop the providing of personal information to third parties (hereinafter referred to as "Disclosure Request"), in the following instructions provided below. Please send the completed "Disclosure Form" and personal identification document. If the application is filed through a representative, a document certifying the authorization of the representative shall be attached. In addition, postal money order for commission fees (only in the case you need notice for the purpose of use or a disclosure request) to the Personal Information Contact Desk.

<Personal Information Contact Desk>

Personal Information Protection Administrator

General Manger, General Affairs

TEL : +81-3-5579-6683

Izumi Garden Tower 38/40F (Front Desk), 1 Chome-6-1 Roppongi, Minato-ku, Tokyo, 106-6040

2. Documents that Should be Submitted During Disclosure Request

Please refer to Attached File No. 1 “Disclosure Form”.

In principle, we will respond to you in written format.

Please send one of the following copies by mail together with the “Disclosure Form”. As for privacy reasons, information relating to your place of origin should be limited to the description of the country region. Other information contained thereon should be blacked out. In addition, please send materials that do not include your ID number and if they do, please have all the digits blacked out.

1. In Case a Request Comes from the Applicant Himself / Herself

Examples of Official Identification

Driver's License, Health Insurance Card, Individual Number Card (My Number Card), Passport, Residence Card, Special Permanent Resident Certificate, Pension Booklet

2. In Case a Request Comes from a Representative

<In Case a Letter Was Authorized by the Applicant Towards the Representative to Make a Request for Disclosure>

Commission of the applicant's Certificate of Registered Seal and the above Official Identification of the applicant himself / herself.

<If the Representative is an Underaged Legal Representative >

An original Abstract of Family Register and the above Official Identification of the applicant himself / herself.

<If the Representative is the Legal Representative of an Adult Ward>

An original Certificate of Registered Matters and the above Official Identification of the applicant himself / herself.

3. The Purpose for Using the Personal Information Obtained by the Disclosure Form

We will use the information for the purpose of replying to the disclosure requests.

4. Contacting About Complaints for Handling Personal Data

Please contact the Personal Information Contact Desk described in 1.

5. Fee of Issuing Notice for the Purpose of Use and Disclosure Request

The handling fee for a request made by the applicant is 800 yen (tax included). However, if the request is sent by mail, please enclose a postage stamp in order to return the envelope.

6. About Authorized Personal Information Protection Organization

There is currently no accredited personal information protection organization that we are a member of.

