



Privacy Policy

Yanfeng Automotive Trim Systems Co.,Ltd. (registered at 399 Liuzhou Road, 200235 Shanghai, P.R. China) and its subsidiaries and affiliated companies (collectively we or YF) care about your privacy and are committed to processing your personal information in accordance with applicable data privacy laws.

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Scope of this Privacy Policy

This Privacy Policy explains how we handle individuals' personal information in the different locations where we operate. Personal information refers to all kinds of information that can identify a specific natural person or reflect the activities of a specific natural person individually or in combination with other information.

How and where we collect personal information

We collect personal information in a variety of ways through our normal business activities, in both online and offline contexts. This includes, for example, when you place orders or purchase products or services, enter into agreements or communicate with us, or visit and use our websites. We also receive personal information from our customers and suppliers in order to enter into business relationships and to perform services. We may also receive personal information from third parties, including public databases, social media platforms, or third party partners such as analytics or marketing providers.

What personal information we may collect

Personal information that we collect from individuals may include:

- Contact Information that allows us to communicate with you, such as your name, job title, age, username, mailing address, telephone/mobile numbers, email address or other addresses that allow us to send you messages, company information and registration information you provide on our website.
- Relationship Information that helps us do business with you, such as the types of products and services that may interest you, the authorized information for being used on specific products and services, contact and product preferences, languages.
- Transaction Information about how you interact with us, including correspondence history, and information about how you use and interact with our websites.
- Security and Compliance Information that helps us to secure our interests, including information for fraud prevention and internal verification, such as device model and IP address.

Please be aware that when you request us to provide an additional service, if your personal information is necessary for these services, we will also specifically inform you that you are required to provide us with your information in order to provide our services or in accordance with legal



requirements. Where your personal information is required, we may be unable to provide you with our services unless you provide us with the relevant information.

Purposes for which we use personal information

We use personal information in the context of our normal business activities, which includes the following purposes:

- Fulfilling your orders for products or services and related activities, such as product and service delivery, customer service, support and to provide other services related to your purchase.
- Managing our contractual obligations and your ongoing relationship with us.
- Ensuring the security of our websites, networks and systems, and premises, as well as protecting us against fraud.

Legal basis for our processing of personal information

These processing operations are based on one of the following legal bases, as applicable:

- the need to process your personal information for contract performance or to take steps to enter into a contract with you,
- YF's legal obligations,
- Vital interests of you or others, including life safety, health and property safety.
- Public interests,
- YF's legitimate business interests, including operating our business properly, marketing and improving our services, protecting against fraud and other liabilities, ensuring compliance and our ability to assert legal defenses, guaranteeing the security of our networks and systems, and protecting our assets, and
- in some specific circumstances, your consent.

Data provided voluntarily by you

You may provide certain information voluntarily on our websites for a determined purpose, e.g. any information entered when expressing an interest in being contacted, specifically as Candidate or Supplier. Such data may include personal contact information, such as name, company name, address, phone number, email address, job position, or demographic information (for example, zip



code, employing industry, or country) and any other information provided by You. YF uses that data collected to contact the person who submitted such information.

Cookies and similar tools

When you visit our websites, we and/or our webspace provider collect certain information in the form of server log files and by other automated means, using technologies such as cookies, browser analysis tools and server logs. In many cases, the information we collect using cookies and other tools is used in a non-identifiable way, without any reference to personal information.

Cookies are small text files that a website transfers to your computer or other device's hard drive through your web browser when you visit a website. We may use cookies to make website sign-in and usage more efficient and to tailor your browsing preferences and improve the functionality of our websites. Cookies can be used for performance management, collecting information on how our website is being used for analytics purposes.

Data we collect via cookies is saved by us using the same strict security measures taken with all other information. We only use this data to the extent defined in this Privacy Policy.

Our server logs also collect information about how users utilize the websites (usage data). This data may include a user's domain name, language, type of browser and operating system, Internet service provider, Internet protocol (IP) address, the site or reference directing the user to the website, the website you were visiting before you came to our website and the website you visit after you leave our site, and the amount of time spent on the website. We may monitor and utilize usage data to measure the website's performance and activity, improve the website's design and functionality or for security purposes. Our employees and the service providers engaged by YF are obliged to maintain confidentiality and to comply with the provisions of applicable data protection rules

You can change your browser settings to block or notify you when you receive a cookie, delete cookies or browse our website using your browser's anonymous usage setting. Please refer to your browser instructions or help screen to learn more about how to adjust or modify your browser settings. If you do not agree to our use of cookies or similar technologies which store information on your device, you should change your browser settings accordingly. You should understand that some features of our websites may not function properly if you do not accept cookies or these technologies.

Do Not Track Requests

Some browsers have incorporated features that can send a signal to websites you visit to notify those sites that you elect not to be tracked (a "Do Not Track" signal). We currently do not respond to web browser Do Not Track signals because a uniform technological standard has not yet been developed.



To learn more about browser tracking signals and Do Not Track please visit <http://www.allaboutdnt.org/>.

Linked sites

We may provide links to third parties' websites ("linked sites") from our websites. Each linked site may have its own terms of use and privacy policy.

We are not responsible for the policies and practices of any linked site, or any additional links contained in them. These links do not imply our endorsement of the linked sites or any company or service and we encourage users to read these linked sites' terms and notices prior to using them.

Children

Our websites are not directed at children and we do not use our websites to knowingly solicit personal information from or market to children. If we learn that a child has provided personal information through one of our websites, we will remove that information from our systems. In that case, children's guardian can send email to us to request to remove that information from our system via privacy@yanfeng.com.

Security measures for protecting personal information

We apply appropriate technical, physical and organizational measures that are reasonably designed to protect personal information against accidental or unlawful destruction, loss, alteration, unauthorized disclosure or access, in particular where personal information is transferred over a network, and against all other unlawful forms of processing. Access to personal information is restricted to authorized recipients on a need-to-know basis.

The Internet environment is not perfectly safe. We will try our best to ensure or guarantee the security of any information you send to us. If our physical, technical, or management protection facilities are damaged, resulting in unauthorized access, public disclosure, tampering, or destruction of information, resulting in damage to your legitimate rights and interests, we will hold the corresponding legal responsibility.

If there is a personal information security incident, we will inform you in a timely manner according to the requirements of laws and regulations: the basic situation of the security incident, the measures we have taken or will take to deal with it, etc.



At the same time, we will also act in accordance with the requirements of the laws or regulatory authorities to report personal information security incidents, if there are such requirements.

Sharing personal information with third parties

We may use third parties to provide or perform services and functions on our behalf. We may make personal information concerning individuals available to these third parties, as necessary, to perform these services and functions. Any access to that personal information will be limited to the purpose for which the information was provided.

We may also make personal information concerning individuals available to public or judicial authorities, law enforcement personnel and agencies as required by law, including to agencies and courts where we operate.

Where permitted by law, we may also disclose such information to third parties (including legal counsel) when necessary for the establishment, exercise or defense of legal claims or to otherwise enforce our rights, protect our property or the rights, property or safety of others, or as needed to support external audit, compliance and corporate governance functions.

Personal information may be transferred to a party acquiring all or part of the equity or assets of YF or its business operation in the event of a sale, merger, liquidation, dissolution, or sale or transfer of the substantial assets of YF or any of its business operations.

We may also transfer and share such information to our affiliates within the YF group, in compliance with applicable law.

With your consent, we can share your personal information with a third party.

International transfers of personal information

The third parties, subsidiaries and affiliates to whom your personal information can be disclosed may be located throughout the world; therefore information may be sent to countries having different privacy protection standards than your country of residence.

If you are a resident of the European Economic Area (“EEA”), we may transfer your personal information to countries that have not been found by the European Commission to provide adequate protection. In such cases, we take measures necessary to ensure that your personal information receives an adequate level of protection, such as the EU Standard Contractual Clauses

If you are a resident of People’s Republic of China (P.R.C), we will principally store your personal information in P.R.C, however, based on specific business or service, we will inform you and ask for



your consent, we may transfer your personal information outside P.R.C, and we will comply with other legal requirements regarding data transmissions, as security and confidentiality.

Your Personal Information Rights

Access, Correction and Transmission. You may reasonably access the personal information pertaining to you. You also have the right to request to correct incomplete, inaccurate or outdated personal information. To the extent required by applicable law, you may request the transmission of the personal information you have provided to us to you or another company if it is technically doable.

Deletion.

You may also request the deletion of your personal information, as permitted under applicable law. This applies, for instance, where your information is outdated or the processing is not necessary or is unlawful; where you withdraw your consent to our processing based on such consent; or where we determine we should accommodate an objection you have raised to our processing. In some situations, we may need to retain your personal information pursuant to our legal obligations or for the establishment, exercise or defense of legal claims.

Restriction of processing.

You may request that we restrict processing of your personal information while we are processing your request or complaint pertaining to (i) the accuracy of your personal information, (ii) the lawfulness of the processing of your personal information, or (iii) our legitimate interests to process this information. You may also request that we restrict processing of your personal information if you wish to use the personal information for litigation purposes.

Objection.

We respect your right to object to any uses or disclosures of your personal information that are not (i) required by law, (ii) necessary for the fulfillment of a contractual obligation, or (iii) required to meet a legitimate need of YF (such as general administration disclosures for auditing and reporting purposes or internal investigations, management of network and information systems security, and protection of YF's assets). If you do object, we will work with you to find a reasonable accommodation. You may also withdraw your consent at any time in relation to our processing of personal information based on your consent.

Withdraw your consent.

You may request to withdraw your consent, this applies to the data processing rely on consent of individuals. However, please note, withdrawing your consent will not affect the lawfulness of any processing we conducted prior to your withdrawal, nor will it affect processing of your personal information conducted in reliance on lawful processing grounds other than consent. After you raise this request, we may stop processing, delete or anonymize your personal data as the case.



Cancel your accounts (Only apply to individuals in P.R.C).

You may raise this request at any time, when you exercise this right, we will verify your identity. If you have passed the identity verification procedure, exercising the right to cancel your accounts will be regarded as that you choose to terminate the contract between YF and you, we will stop the relevant service to you, and delete or anonymize your personal information in this case.

Opt-out of marketing communications.

You have the right to opt-out of marketing communications we send you at any time. We may send you marketing communications by e-mail, SMS and other means. We will respect your choice as to what information you wish to receive and the means that you wish to receive.

You may exercise these rights free of charge.

You can exercise your requests via privacy@yanfeng.com and we will respond your request within 30 calendar days where the applicable laws require. However, we need to expand the above period if your request is very complicated. We may charge a reasonable fee or refuse to act on a request if it is manifestly unfounded or excessive, in particular because of its repetitive character. In some situations, we may refuse to act or may impose limitations on your rights if, for instance, your request is likely to adversely affect the rights and freedoms of others, prejudice the execution or enforcement of the law, interfere with pending or future litigation, or infringe applicable law. In all cases, you have a right to file a complaint with a Data Protection Authority.

Consent

By providing personal information to us, you understand and agree to the collection, processing, international transfer and use of such information as set forth in this Privacy Notice. Where required by applicable law, we will ask your explicit consent.

Data retention

We will retain your personal information as long as necessary to achieve the purpose for which it was collected, usually for the duration of any contractual relationship and for any period thereafter as legally required or permitted by applicable law.

How to contact us and exercise your rights

If you would like to communicate with us regarding privacy issues or have questions, comments or complaints, or for the exercise of your rights, please contact our Privacy Office at



privacy@yanfeng.com or Yanfeng Automotive Trim Systems Co.,Ltd., 399 Liuzhou Road, Shanghai, China.

Modifications to our Privacy Policy

YF may amend or update this Privacy Policy from time to time. The most current version of this Privacy Notice at any time will be posted online at <http://www.yanfeng.com/en/privacy-notice>. Use of information collected is subject to the Privacy Policy in effect at the time such information is used.

This Privacy Policy is effective as of June, 2020