

Privacy Policy

ver. August 28, 2024

Encored Technologies (hereinafter referred to as "the Company") values the protection of users' personal information and complies with relevant laws, including the Act on Promotion of Information and Communications Network Utilization and Information Protection and the Personal Information Protection Act. This Privacy Policy explains the purposes and methods for which the Company uses the personal information it collects and the measures taken to protect personal information.

The Company's Privacy Policy may be changed in accordance with laws or internal policies, and any changes will be announced through notices.

1. Collected Personal Information Items

The Company collects the following personal information for service applications, consultations, and marketing activities:

- **Collected Items:** Email, mobile phone number, name, company phone number, job title, department, company name, occupation
- **Collection Methods:** Website, written forms, information collection tools
- **Legal Basis for Retention:** Relevant laws such as the Act on Consumer Protection in Electronic Commerce, Commercial Act
- **Retention Period:** 6 months after collection
- **Relevant Laws:** Records on the collection/processing and use of credit information: 3 years

2. Purposes of Collecting and Using Personal Information

The collected personal information is used for the following purposes:

- **Provision of Goods or Services:** Provision of services, content, customized services, etc.
- **Marketing and Advertising Utilization:** Development of new services/products, provision of customized services, provision of event and promotional information.

3. Personal Information Processing and Retention Period

The Company does not provide users' personal information to external parties. However, exceptions are made in the following cases:

- When the user has given prior consent
- When required by law or when law enforcement agencies request it in accordance with legal procedures
- When information retention is required by relevant laws

4. Procedures and Methods for Destroying Personal Information

Personal information is destroyed without delay once the purpose of processing is achieved. The procedures and methods for destruction are as follows:

- **Destruction Procedures:** After the purpose is achieved, the information is stored for a certain period in accordance with internal policies and legal requirements before being destroyed.
- **Destruction Methods:** Electronic files are destroyed using technical methods that prevent recovery, and paper documents are shredded.

5. Provision of Personal Information to Third Parties

The Company provides personal information to third parties only with the user's consent or if required by law, as specified in Articles 17 and 18 of the Personal Information Protection Act:

- **Recipients:** Email, mobile phone number, company phone number, job title, department, company name
- **Retention and Use Period:** 6 months after collection

6. Outsourcing of Personal Information Processing

The Company outsources the processing of personal information as follows:

- **Outsourced Content:** Development of new services/products, provision of customized services, marketing activities
- **Outsourcing Period:** 6 months after collection

7. Rights of Users and Legal Representatives

Users and legal representatives can view, modify, or delete their personal information at any time. If you wish to view or modify your personal information, please contact the Personal Information Manager by mail, phone, or email, and we will take prompt action.

8. Installation, Operation, and Rejection of Automatic Personal Information Collection Devices

The Company may collect users' information automatically through cookies and allows users to reject this collection through cookie settings. The methods for setting cookies are as follows:

- **Google Chrome:** Settings > Advanced settings > Privacy > Content settings > Cookie settings
- **Microsoft Internet Explorer:** Tools > Internet Options > Privacy > Select the setting level
- **Mozilla Firefox:** Tools > Options > Privacy > Cookie settings
- **Safari:** Preferences > Privacy > Cookie settings

9. Personal Information Protection Officer and Department

- **Personal Information Protection Officer:** Hyoseob Lee (Contact: +82-2-3443-5800)
- **Personal Information Protection Department:** Development Division (Contact: +82-2-3443-5800, Email: cs@encoredtech.com)

10. Changes to the Privacy Policy

This Privacy Policy is effective from the date of implementation, and any changes will be announced in advance through notices.