

Processing of clients' personal information statement

1. Purposes of the use of personal information

In accordance with the Act on the Protection of Personal Information (Act No. 57 hereinafter "the Act" or "the Personal Information Protection Act"), PharmaLex Japan, Inc (PharmaLex Japan) shall use a client's personal information to carry out the following operations and only to the extent necessary for accomplishing the purpose of use.

Note that an individual's sensitive information shall be processed in accord with the rules as set forth under the Guidelines for Protection of Personal Information.

In addition, PharmaLex Japan shall specifically set clear purposes for use of personal information that are easy to understand for clients. PharmaLex Japan limits the purpose of use depending on the method of collection of personal information.

Operations

1. Pharmaceutical regulatory affairs, consultancy and clinical trials implementation.

Purpose of use

- Contracting with PharmaLex Japan for regulatory consultations and clinical trial implementation.
- Management of business transactions.
- Proper performance of outsourced operations, where the processing of personal information entrusted to PharmaLex Japan is being carried out fully or in part;
- Exercising rights or fulfilment of obligations in accordance with the law or an agreement with the client;
- Research and development through the sharing of market access data and/or questionnaire and study information.
- Proposals for various biopharma, regulatory and clinical development services.
- Other matters essential to the proper and smooth performance of business transactions with clients.

2. Proper acquisition of personal information

PharmaLex Japan may acquire personal information from the following sources, by employing proper and legal methods to the extent necessary for accomplishing the purpose of use defined in 1. above.

- Instances where personal information is directly obtained from documents completed and submitted by the client, including enquiry forms (This includes documents, including attachments input and submitted by the client themselves online via the website or via email).
- Cases where personal information is supplied by a third party who has obtained the consent of the individual to share their information with PharmaLex Japan.

3. Handling of sensitive information

PharmaLex Japan shall not acquire, use, or provide to any third-party sensitive information, as defined under the Guidelines for Protection of Personal Information, with the exception of cases set forth in the guidelines, including situations where required by law or where consent is obtained from the client within the extent necessary for conducting operations.

4. Ensuring the accuracy of personal data

PharmaLex Japan shall do its best to ensure the personal information is accurate and current within the extent necessary for accomplishing the purpose of use.