

Tosoh Quartz, Inc.

GDPR – Subject Access Request Form

Data subjects have the right of “access” (i.e., obtain information regarding), the right to request the corrections, erasure or transfer, and the right to restrict or object to the processing of their personal data¹ maintained by Tosoh Quartz, Inc. in its sever, storage, and databases. To exercise any of these rights regarding your personal data contained in the Tosoh Quartz, Inc. systems and databases, please complete the required fields below, paying particular attention to the sources and kinds of information your request relates to.

ITEM:	INFORMATION:
Your full name <i>(Surname, first name, middle initial)</i>	
Your telephone number	
Your email address	
Your company <i>(optional)</i>	
Please indicate which rights you request concerning your personal data:	<input type="checkbox"/> “Access” (i.e., obtain information regarding) <input type="checkbox"/> Correction <input type="checkbox"/> Erasure <input type="checkbox"/> Transfer <input type="checkbox"/> Restrict the processing <input type="checkbox"/> Withdraw consent to the processing <input type="checkbox"/> Object to the processing
If possible, please give more details about these elements your request is relate to. <ul style="list-style-type: none"> - <i>The type of information</i> - <i>The processing activity</i> - <i>The contact within Tosoh Quartz, In. linked to the processing activity</i> 	
In case you request “access” (i.e., obtain information on) or transfer your personal data, please indicate the destination email address or full home address.	

¹ Unless otherwise noted, “Personal Data” as used in this form refers to personal data that is:

- held at any time by Tosoh Quartz, Inc. in a jurisdiction which is either: (a) in the EU or EEA; or (b) not in the EU or EEA, but is a jurisdiction which imposes restrictions on the use of Personal Data deemed to be equivalent to those in the EU and EEA; or
- transferred by Tosoh Quartz, Inc. across national boundaries.

<p>In case you request to correct your personal data, indicate which old information should be replaced by which new information.</p>	
<p>In case you request you withdraw your consent or object to processing, indicate which information Tosoh Quartz, Inc. cannot process.</p>	
<p>Please sign and date to authorize the execution of your request to your personal data on your behalf.</p>	<p>Signature:</p> <p>.....</p> <p>Date:</p>

Please attach to this form a signed copy of a government issued identification card, so that your identity may be verified. This identification should include, at minimum, your full name and signature.

Return this completed form and the identification verification by e-mail to DPO@tosohquartz.com or by mail to the address below. Your request will be routed to the appropriate Tosoh Quartz, Inc. GDPR Privacy Manager for action. The GDPR Privacy Manager may contact you for clarification or confirmation of receipt of your request. The GDPR Privacy Manager will contact you once your request has been satisfied.

Please note that based on Article 12 and Article 15 of GDPR² Tosoh Quartz, Inc. will provide a copy of the personal data undergoing processing free of charge. For any further copies requested by you or if your request is manifestly unfounded or excessive, Tosoh Quartz, Inc. may charge a reasonable fee based on administrative costs.

Mailing Address:

Tosoh Quartz, Inc.
IT Department
ATTN: Data Protection Officer
14380 NW Science Park Drive
Portland, Oregon 97229
USA

² https://ec.europa.eu/info/law/law-topic/data-protection_en - General Data Protection Regulation (GDPR)