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Amato has prepared its "Policy for Protection of Personal Information" based on Japan's Act on the Protection of Personal Information (hereinafter, Personal Information Protection Act).

Policy for Protection of Personal Information

Amato treats personal information of individuals with due respect, and, when handling such information, promises to follow the stipulations of Japan’s Personal Information Protection Act, related laws and regulations, as well as its own Policy for Protection of Personal Information. The terminology used in Amato’s Policy for Protection of Personal Information is in accordance with the terminology used in the Personal Information Protection Act.

■ Acquisition of Personal Information

When Amato acquires personal information, such information is acquired through proper methods, and, except in exceptional cases as provided for by law, Amato discloses the reasons for the usage of such information publicly and in advance, and notifies the person(s) in question promptly after acquiring the information. However, when such information is acquired directly from the individual in question, Amato makes this expressly clear in advance.

■ Usage of Personal Information

Whenever possible, Amato indicates the usage of personal information it has obtained, and, with the prior permission of the individual, except in exceptional cases as provided for by law, discloses such personal information solely within the specified scope of usage.

■ Administration of Personal Data

Amato endeavors to maintain the personal information, within the scope of its usage objectives, in an accurate and current state. In addition, Amato takes the necessary and appropriate measures to administer and supervise this information, including the supervision of the persons handling and subcontractors handling such information.

■ Disclosure of Personal Information to Third Parties

We will not share any personal information with any third parties unless we obtain the individual’s consent in advance, as required by the law, or if necessary to disclose information to contractors within the necessary scope to implement the intended use. In cases where personal data is shared, we will inform the individual and provide information about the co-users, purpose of use, etc. Furthermore, when we entrust the handling of personal data and specific personal information to third parties, we will take appropriate measures to ensure that security and safety are in place.

■ Disclosure, Correction, Suspension of Usage, and Other Matters Related to Personal Data

As provided for by law, Amato will maintain personal data held in a manner that allows individuals to easily access their data (including making it accessible without delay). Amato will respond to requests from individuals themselves to disclose, correct, and suspend the usage of such information.

■ Revisions to this Privacy Policy

We will review and revise any contents of this Privacy Policy as deemed necessary. In case of any content revisions, we will announce them publicly and promptly.

■ Responding to Requests

Amato endeavors to respond promptly and appropriately to complaints of individuals regarding the handling of personal information and works to put in place the necessary internal systems for responding to such matters. In addition, Amato is a target business operator of the Japan Pharmaceutical Manufacturers Association (JPMA), a personal information protection organization certified by the Minister of Health, Labour and Welfare. The JPMA receives complaints and consultations regarding the handling of personal information by target operators.



Legal Disclosures under the Policy for Protection of Personal Information

Name of Business Operator Handling Personal Information: Amato Pharmaceutical Products, Ltd.

Address : Senri Asahi Hankyu Building, 1-5-3, Shinsenri Higashi-machi, Toyonaka, Osaka, Japan 560-0082

Company Representative : President, Representative Director, Chief Executive Officer Takashi Miyazaki

- ▼ [Amato's objectives for using personal information and Amato's objectives for holding personal data](#)
- ▼ [Requests for disclosure, etc., of personal information](#)
- ▼ [Section, etc., in charge of handling inquiries regarding the usage of personal information](#)

Purpose of Use and Retained Personal Information





Types of Personal Information and Personal Data	Objectives for Usage
1 Personal information and personal data relevant for doctors, nurses, pharmacists, pharmacies and other medical professionals, etc.	<ul style="list-style-type: none"><li>● For providing and gathering information related to the proper use of pharmaceuticals, quasi-pharmaceuticals, and other products</li><li>● For providing and gathering information related to the quality, safety, and effectiveness of pharmaceuticals and quasi-pharmaceuticals, and other products</li><li>● For surveys and research related to medical and pharmacological fields</li><li>● For providing, gathering, and considering medical and academic information</li><li>● For responding to inquiries and implementing clinical trials, post-launch research, etc.</li><li>● For contacting and providing information to companies that manufacture and sell products, companies that manufacture products, companies that market products, and medical-related personnel</li><li>● For filing forms and reports to government offices</li></ul>
2 Personal information and personal data held regarding companies and their management/employees relevant for businesses that both manufacture and sell products, manufacturers, sellers, and other persons with business relationships with Amato	<ul style="list-style-type: none"><li>● For contacting in the course of conducting business</li><li>● For providing and gathering information relevant to the proper usage of pharmaceuticals and quasi-pharmaceuticals</li><li>● For providing and gathering information related to the quality, safety, and effectiveness of pharmaceuticals and quasi-pharmaceuticals</li><li>● For providing, gathering, and considering medical and academic information</li><li>● For contacting and providing information to companies that manufacture and sell products, companies that manufacture products, companies that market products, and medical-related personnel</li><li>● For filing forms and reports to government offices</li></ul>
3 Personal information and personal data held that is needed by persons in charge of providing advice to customers and other sections, etc., when direct inquiries are made to Amato employees	<ul style="list-style-type: none"><li>● For considering, researching, and making contacts to transmit the content of advice</li><li>● For contacting and providing information to companies that manufacture and sell products, companies that manufacture products, companies that market products, and medical-related personnel</li><li>● For filing forms and reports to government offices</li></ul>
4 Personal information and personal data held that is needed to deal with persons giving responses and making applications for planned events, etc., such as questionnaire surveys and various types of sales campaigns	<ul style="list-style-type: none"><li>● For analysis information used in the formulation of strategies for selling, advertising, etc. of other products</li><li>● For offering information related to responding to and soliciting responses to questionnaires as well as for the implementation of various kinds of sales campaigns planned by Amato</li></ul>
5 Personal information and personal data held relevant to persons desiring to take tours of Amato facilities and/or enter Amato's business premises	<ul style="list-style-type: none"><li>● For explanations and responses related to facilities tours and entering Amato premises</li><li>● For supervision persons entering and leaving premises</li><li>● For responding to inquiries following facilities tours and following entering/leaving Amato premises</li></ul>
6 Personal information and personal data relevant for shareholders	<ul style="list-style-type: none"><li>● For responding to exercise of voting rights by shareholders, based on the Commercial Code and other laws</li><li>● For fulfilling responsibilities, based on the Commercial Code and other laws</li><li>● For preparation of shareholder-related data and other matters related to shareholder administration</li><li>● For mailing, etc., of business reports and other materials distributed to shareholders</li><li>● For encouraging all shareholders to vote their proxies</li></ul>
7 Personal information and personal data relevant for persons applying for employment	<ul style="list-style-type: none"><li>● For considering job applications</li><li>● For performing employee candidate procedures and communicating the results of selection</li><li>● Conducting procedures prior to entry of employees into Amato and communicating other matters</li></ul>
8 Personal information and personal data related to Amato directors and employees (including requests for information from persons who were directors and employees in the past)	<ul style="list-style-type: none"><li>● For planning and formulation of strategies within Amato related to corporate organization, human resources, salaries, welfare, safety and hygiene, education, and other matters</li><li>● For providing administrative services within Amato related to hiring, personnel evaluation, compensation, employment conditions, working arrangements, welfare/safety and health, fire prevention, training, and other matters</li><li>● For filing forms and reports to government offices</li></ul>
9 Personal Information and Retained Personal Data Concerning Customers	<ul style="list-style-type: none"><li>● Product shipping</li><li>● Information analysis including sales, advertising activity and other marketing strategy formulation</li><li>● Provision of information related to various campaigns and other measures planned by the Company as well as provision of product and other information</li></ul>

(Notes)  
In cases where separate consent is obtained explicitly for a specific purpose, that purpose overrides the information provided above.







■ Amato will share personal data with the companies and others listed below.

4 Personal information and personal data held that is needed to deal with persons giving responses and making applications for planned events, etc., such as questionnaire surveys and various types of sales campaigns

Items of personal data shared	Names, addresses, telephone numbers, e-mail addresses and other information provided by persons who respond to sales campaigns and questionnaire surveys
Scope of parties with whom data is shared	<a href="#">ROHTO Pharmaceutical Co., Ltd.</a>  <a href="#">SENDō Co., Ltd</a>  <a href="#">Values Co., Ltd</a>  <a href="#">Cyber Records inc.</a> 
Parties' purpose of use	<ul style="list-style-type: none"><li>● For information analysis used in the formulation of strategies for selling, advertising, etc. of other products</li><li>● For offering information related to responding to and soliciting responses to questionnaires as well as for the implementation of various kinds of sales campaigns planned by Amato</li></ul>
Parties responsible for managing	<a href="#">Amato Pharmaceutical Products, Ltd.</a>

9 Personal information and retained personal data concerning customers

Items of personal data shared	Names, addresses, telephone numbers, e-mail addresses, and other information provided by members of the Company's e-commerce site
Scope of parties with whom data is shared	<a href="#">ROHTO Pharmaceutical Co., Ltd.</a>  <a href="#">SENDō Co., Ltd</a>  <a href="#">Values Co., Ltd</a>  <a href="#">Cyber Records inc.</a> 
Parties' purpose of use	<ul style="list-style-type: none"><li>● Product shipping</li><li>● Information analysis including sales, advertising activity and other marketing strategy formulation</li><li>● Provision of information related to various campaigns and other measures planned by the Company as well as provision of product and other information</li></ul>
Parties responsible for managing	<a href="#">Amato Pharmaceutical Products, Ltd.</a>

## Request for Disclosure of Personal Information

### ■ Entities Requesting Information Disclosure

Requests regarding personal information disclosure and other matters should be written in the spaces for necessary items in Amato’s request form, and we ask that after the attachment of necessary documents you send these documents to the postal address below. When sending postal mail to Amato, we request that you send it via safety-guaranteed registered mail.

Note that, for reasons related to processing, Amato does not accept documents other than those sent by postal mail.

Moreover, documents sent by postal mail will not be returned afterwards.

We request your understanding and agreement with these procedures in advance.

We may not be able to respond to requests that do not follow our privacy procedures.

Amato Pharmaceutical Products, Ltd.

Personal Information Consultation Section

Senri Asahi Hankyu Building

1-5-3 Shinsenri Higashi-machi





Toyonaka, Osaka, Japan 560-0082

### ■ Documents, Etc. to Be Submitted when Requesting Disclosure

1. Requests for Disclosure, Etc., from the Person in Question

Please submit some of the following requests (A) with all the following requested items filled out and enclose documents verifying the identity of the person making the request (B).

A. Amato's specified request forms

1. [Request for notification of the use of the personal data held \(PDF: 101KB\)](#) 
2. [Request for disclosure of the personal data held \(PDF: 103KB\)](#) 
3. [Request for correction of the personal data held \(PDF: 106KB\)](#) 
4. [Request for cessation of the use of personal data held \(PDF: 113KB\)](#) 

B. Documents confirming the identity of person in question (Submit one of the items 1, 2, or 3)

1. Copy of the driver's license of the person in question: One copy
2. Copy of the passport of the person in question: One copy
3. A copy of inhabitant's registration

2. Request for Disclosure, Etc. through a Representative

In addition to (A) above, please submit documents (C) and (D) in the same envelope.


C. Documents to confirm the identity of the representative (Same as documents in (B) above)

D. Documents to confirm that a bona fide representative has been appointed

1. In the case of a legal representative

Documents to confirm that there is a legal representative (Household registration, reference: One copy of each)

2. In the case of a representative who has been appointed

[A power of attorney \(PDF: 37KB\)](#)  in the form specified by Amato and a certificate of the person's seal registration: One copy each



■ Fees and Method of Payment for Requests Related to Information Usage in Response to Disclosure Requests

For each disclosure or for each request for notification of usage: ¥839 will be charged.

Enclose a request for documents related to purchase of an ¥839 postal stamp.

Note that when the required fees are lacking and when the required fees are not enclosed, Amato will inform the sender but, if the fees are not remitted within the specified period, we request your understanding that Amato will not be able to respond to the sender's request.

■ Methods of Responding to Requests for Disclosure, Etc.

In the case of requests for the disclosure of personal information and requests for a notification of the method of usage, in order to ensure that the information is delivered to the person in question or his/her representative, replies will be sent by registered mail, requiring a confirmation that the documents have been delivered, to the address specified in the requests for disclosure unless otherwise specified. (The fee will be used for the delivery of the reply.) Moreover, for other requests, Amato will respond by one of postal mail, facsimile, or e-mail, depending on how the request was sent to Amato.

■ Objectives in Using Personal Information Obtained in Response to Disclosure Requests

When the disclosure of personal information that Amato has acquired is requested, Amato will respond solely within the scope of the requested disclosure.

■ Reasons for Non-Disclosure of Personal Data Held

In the circumstances specified below, Amato will refrain from disclosing information. If Amato decides against disclosure, it will give notice of its intention not to disclose along with the reasons why. In addition, even in cases where Amato decides not to disclose, it will charge the specified fees.

1. When the identity of the person in question cannot be confirmed, as in cases where the address in the request differs from the address in the documents provided for confirming the identity of the person in question and/or the address in Amato's records
2. In cases where the request is made by a representative, when the identity of the representative cannot be confirmed
3. When the specified request form has not been filled out properly or is incomplete
4. When the requested disclosure does not correspond to personal data held by Amato
5. When such disclosure is believed likely to damage the rights and interests, including the life, physical body, and assets of the person in question and/or those of a third party
6. When there is concern that such disclosure will seriously impair the proper conduct of Amato's business operations
7. When such disclosure will be in violation of other laws and regulations

■ Suspension, Etc. of Usage of Personal Data Held

Requests for the suspension of usage, etc., of personal data held will be honored only for the following reasons: When Amato's usage would constitute a violation of the stipulations of Article 16 of the Personal Information Protection Act; when Amato's acquisition of the information was in violation of the stipulations of Article 17 of said Act; and when this information, in violation of the stipulations of Article 23-1 of the Act, was provided by a third party.

When, in response to requests, personal data held is erased, its usage is suspended, etc., going forward, the person in question making such requests may not be able to obtain services provided by Amato in the future. In addition, Amato may leave a record indicating that such requests have been made and have been honored by Amato. We request your understanding in this matter.

Inquiries Regarding the Handling of Personal Information

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For inquiries related to the handling of personal information, please contact the following section, etc., of Amato.

1. By telephone  
Personal Information Consultation Section, Amato Pharmaceutical Products, Ltd.  
Telephone: 06-6835-1324 (In Japan), +81-6-6835-1324 (From overseas)  
Business hours: 9:00 to 12:00, 12:45 to 17:45  
(Not open on Saturdays, Sundays, holidays, other days when Amato is not open for business)
2. By letter  
Personal Information Consultation Section, Amato Pharmaceutical Products, Ltd.  
Senri Asahi Hankyu Building  
1-5-3 Shinsenri Higashi-machi  
Toyonaka, Osaka, Japan 560-0082
3. By other means  
Please understand that Amato does not respond when approached directly in person. For e-mail communications also, Amato does not accept inquiries in this form for reasons of the preservation of security, since confirmation of the identity of the person in question is not possible.

Others

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Amato may collect historical information and other privacy information from cookies, IP addresses and other technologies. However, users may decline use by the Company by disabling cookies, etc.