

(Appendix)

All NTT Workers Union of Japan (NWJ) Declaration Concerning Handling of Information
about NWJ Members

In accordance with the provisions of the Act on the Protection of Personal Information, All NTT Workers Union of Japan (hereinafter “NWJ”) discloses the following information to our members and other related parties, regarding the handling of NWJ members’ information.

1. Business operator information

All NTT Workers Union of Japan
Kandasurugadai 3-6, Chiyoda-ku, Tokyo

2. Purpose of use of NWJ members’ information

With regard to the personal information of NWJ members (including special members and NWJ executives), and electronic data, etc., pertaining to individual members (referred to collectively hereunder as “NWJ members’ information”), NWJ shall use the information only within the scope detailed below, for the purpose of accomplishing “business” as stipulated in Article 5 of NWJ Articles of Association.

(1) Management of NWJ members

Management of the affiliation of NWJ members, various communications to members (telephone, mobile phone, fax, post, e-mail, etc.), encouragement/recommendation to participate in union activities, specification and confirmation of members in union activities, calculation of union dues, deductions of union dues, etc., and various types of settlement processing.

(2) Education, awareness and information/publication activities

Sending of union newsletters, such as “NWJ News (a weekly newspaper),” operation and management of NWJ website; planning, operation and management of events to enhance amity, learning and cultural ties among NWJ members, etc.

(3) Mutual aid and welfare activities

Mutual aid activities, etc., to enhance welfare of NWJ members.

(4) Signup promotion activities

Promotion activities to non-members to signup to union and mutual aid activities, etc.

(5) Labor consultations and legal affairs-related activities

Responding to various inquiries and requests for consultation and operating and managing

legal affairs-related activities

(6) Operation and management of the “NWJ Retired Group”

Sending of union newsletters, such as “NWJ News” to “NW Retired Group,” as well as planning, guidance and operation of various events for the Group.

(7) Promotion of social contribution activities

Planning, encouragement and operation, etc., of various volunteer activities.

(8) Realization of policies and systems

Signature collection, petitions, and political activities, etc., conducted by trade unions.

(9) International labor movement

Participation in international conferences, and planning, operation and management, etc. of international labor movement.

(10) Studies and analysis

Using records of various activities, and requests and opinions provided by individuals to NWJ for utilization in union activities, processing them in such a way as to anonymize the data so that individuals cannot be identified.

3. Provision to third parties

NWJ shall not provide personal information to third parties without gaining prior consent from NWJ members. However, the preceding shall not apply if NWJ is required to provide such information under the provisions of the Act on the Protection of Personal Information or other laws and ordinances.

4. Joint use of NWJ members’ information

(1) Nippon Telephone and Telegraph Corporation (hereinafter “the Company”)

Based on an agreement with the Company, NWJ shall provide NWJ members’ information to the Company to which the member belongs (name, individual code, name code/employee ID, classification code, organization code, union dues deduction information), either by electronic transmission to the payroll system or by mailing materials to the payroll staff, for the purpose of improving convenience for members and enhancing efficiency of the union dues collection process. In addition, based on the abovementioned agreement, the Company provides NWJ with information on union membership, basic salary, personnel changes, and the results of deductions for union dues, in accordance with the agreement.

(2) Mutual aid and welfare providers

For the purpose of improving convenience for NWJ members, such as effective organizational management, enhancement of welfare services such as mutual aid programs,

and expedited processing, etc., based on agreements, etc., concluded among joint users, NWJ shall use NWJ members' information jointly with the following parties: Telecommunications, Electronic Information and Allied Workers Insurance Cooperation (hereinafter "Dentsu Kyosai Seikyo"), Federation of Information and Communication Technology Service Workers of Japan (ICTJ) Mutual Aid Program HQ (hereinafter "Roren-kyosai"), Kirara Insurance Service Co., Ltd., Rokin (Labour Bank), Rokinren Bank, and National Federation of Workers and Consumers Kyosai Cooperatives (hereinafter "Zenrosai").

(1) Information to be jointly used

- i) NWJ members' electronic information (Name, DOB, gender, blood type, address, telephone number, mobile phone number, individual code, name code/employee ID, classification code, organization code, department code, location code, etc.)
- ii) Information included in application for new subscriptions and renewals (policyholder information, insured information, and contract information)
- ii) Procedural matters for payment of mutual aid through NWJ (policyholder information, insured information, reasons for mutual aid and amount of mutual aid)

(2) Purpose of use of information to be jointly used

i) NWJ members' electronic information

a) Data input into the union fee system

Linking information entered in the system managed by Dentsu-Kyosai Seikyo with system information managed by NWJ.

b) Sending of "NWJ News"

Use of postal address for sending of union newsletters, such as "NWJ News".

ii) Matters relating to applications for new subscriptions and renewals

Promotion of mutual aid membership, enrollment administration, and administrative work in response to inquiries from NWJ members regarding mutual aid.

iii) Procedural matters for payment of mutual aid through NWJ

Administrative work related to the disbursement of mutual aid payments as requested by NWJ members

(3) Person responsible for management of personal data

Deputy Central Executive Committee Member, NWJ

5. Procedures for various correspondence and requests

With some exceptions, NWJ shall respond to requests for notification of the purpose of use NWJ members' information; and the disclosure, correction, or suspension of use of NWJ members' information. In such cases, please follow the procedures detailed below and contact NWJ.

(1) Contacting NWJ

Please inquire through the Personal Information Consultation Desk of the general branch or corporate headquarters to which you are affiliated. NWJ will then send the required forms.

(2) Sending request documents

Please fill out the required form, attach identification documents* and any other documents required depending on the details of your request (as separately indicated on each form), and bring or post it to the NWJ's Personal Information Protection Consultation Desk. If sending by post, please use recorded delivery for the purpose of ensuring confidentiality. Please address post to the "Consultation desk relating to NWJ members' personal information" detailed in Paragraph 6 below.

"NWJ members' information disclosure request" (an administrative charge of JPY1,000 is payable)

"NWJ members' information correction request"

"Request to stop usage or delete NWJ members' information"

*Identification documents

Identification documents are for the purpose of confirming that a request has come from the individual detailed in the forms/requests. Please attach either the original or a copy of the following documents to each request. If sending photo ID then one form of ID is acceptable, but if sending non-photo ID, please attach two forms of ID.

(1) Examples of photo ID (For photo IDs, one form of ID is acceptable)

Employee ID (copy), passport (copy), driving license (copy), etc.

(2) Examples of non-photo ID (For non-photo IDs, two forms of ID are required)

Health insurance card (copy), pension book (copy), certified copy of certificate of residence (*jumin-hyo*; original), certificate of seal registration (original), etc.

6. Consultation desk relating to NWJ members' personal information

Inquiries and consultations regarding the handling of NWJ members' information are accepted by the Personal Information Consultation Desk of the general branch or corporate headquarters to which you are affiliated, by telephone, fax, e-mail, or postal mail.

February 22, 2022

All NTT Workers Union of Japan