

Privacy Policy

Toyo Automotive Parts (USA), Inc. (“TAP”) values your trust and is committed to the responsible management, use and protection of personal information. This Privacy statement (the “**Statement**” or “**Privacy Policy**”) describes our practices in connection with all the information that we collect through the careers website located at <http://www.toyoautomotiveparts.com/jobs> or through your submission of documents in support of your candidacy to resume@toyoautoparts.com (“**Career Sites**”), and offline in connection with your application for a job, position or internship with TAP. Personal information submitted elsewhere, outside the Career Sites, will be used in accordance with those websites’ privacy statements.

Your Consent

Please read this Statement carefully prior to submitting any personal information to the Career Sites. You agree that your personal information may be transferred to the United States or any other country where TAP may conduct business, which may have a different data protection regime than the country in which you reside. You acknowledge and agree to this Privacy Policy when you submit your personal information to the Career Sites.

Information We Collect

Information You Provide

We may collect the following information from you in connection with your application:

- Name, address, telephone number, e-mail address, and other contact information;
- Username and password;
- Work authorization status;
- CV, résumé, cover letter, previous work experience and education information;
- Skills;
- Professional and other work-related licenses, permits and certifications held;
- Information relating to references;
- Information relating to convictions of a criminal offense, to the extent provided by the applicable law; and
- Any other information you elect to provide to us (e.g., employment preferences, willingness to relocate, current salary, desired salary, awards or professional memberships).

Any information you submit through the Career Sites must be true, complete and not misleading. Submitting inaccurate, incomplete, or misleading information may lead to a rejection of your application during the application process or disciplinary action including immediate termination

of employment. In addition, it is your responsibility to ensure that information you submit does not violate any third party's rights.

If you provide us with personal information of a reference or any other individual as part of your application, it is your responsibility to obtain consent from that individual prior to providing the information to us.

Information from Other Sources

TAP may obtain information about you from your references in connection with your application, as permitted by applicable law.

Use of Information

The information that you submit on the Career Sites will be used to consider your application for the specific position you applied for. With your consent, if such consent is required by applicable law, your personal information will be used for TAP's global personnel recruitment, should your profile be suitable for positions other than the one for which you applied. In such case, the information about you will be added to TAP's internal candidate database and may be used to consider you for opportunities at TAP and its affiliates other than the one(s) for which you applied. If you no longer wish to be considered for other positions within TAP, please contact us by email using the details in the "**Contact Us**" section below.

If we hire you, personal information we collect in connection with your application may be used to pre-populate some fields in our human resources system. Any such information may become part of your employee file. You will be allowed to amend this information at any time.

We will use your information as permitted by local law, including:

- To process your application;
- To assess your capabilities and qualifications for a job;
- To respond to your inquiries and communicate with you about your application; and
- To comply with or monitor compliance with any applicable law or regulation.

TAP may also use and share the information as we believe to be necessary or appropriate: (a) under applicable law, including laws outside your country of residence; (b) to comply with legal process; (c) to respond to requests from public and government authorities including public and government authorities outside your country of residence; (d) to enforce this Statement; (e) to protect our rights, privacy, safety or property, and/or that of our affiliates, you or others; and (f) to allow us to pursue available remedies or limit the damages that we may sustain.

Providing personal information to us through the Career Sites is voluntary. However, if you fail to provide sufficient information, TAP may be unable to consider your employment application.

Please do not submit any information which could be considered "sensitive personal data."

Sensitive personal data includes personal data regarding your racial or ethnic origin; your political opinions, religious beliefs or other beliefs of a similar nature; whether you are a member of a trade union; data regarding your physical or mental health or condition; your sexual orientation; and data regarding the commission or alleged commission of any offense. Only for certain limited positions and/or in selected jurisdictions, you may be asked to provide certain sensitive personal data, such as identification of a veteran status or information about your ethnicity. Submission of such data is voluntary.

Disclosure of Personal Information

TAP may share personal information with its affiliates that are involved in evaluating candidates for a given position. TAP will make the information available to personnel with a business need to know the information, including personnel in the recruiting, human resources and information technology departments, and in the department responsible for the position(s) for which you are applying or for which you are being considered.

TAP may share personal information with our third-party service providers who provide services such as hosting and operating the Career Sites, recruiting assistance, background check processing and similar services. Such third party service providers and professional advisors may process personal information if they have a written contract with TAP and are expected to protect the confidentiality and security of personal information.

To the extent necessary, TAP may transfer your personal information to a third party in the event of any reorganization, merger, sale, joint venture, assignment, transfer or other disposition of all or any portion of our business, assets or stock (including in connection with any bankruptcy or similar proceedings).

Data Retention

We will retain your personal information for the period necessary to fulfil the purposes outlined in this Statement and in accordance with our records retention policies, which is currently three years for the European Economic Area countries. After this period, your personal information will be deleted from our systems.

Activity Information Collection: Cookies and Similar Technologies

When you access and interact with the Career Sites, TAP and its service providers may collect certain information about those visits. For example, in order to permit your connection to the Career Sites, our servers receive and record information about your computer, device, and browser, including potentially your IP address, browser type, and other software or hardware information. If you access the Career Sites from a mobile or other device, we may collect a unique device identifier assigned to that device, or other information for that device. Cookies and other tracking technologies (such as browser cookies, pixels, beacons, and Adobe Flash technology including cookies) are comprised of small bits of data that often include a unique identifier. Our websites, apps and other services send this data to your browser when you first request a web page and then store the data on your computer or other device so the website or

app can access information when you make subsequent requests for pages from that service. These technologies may also be used to collect and store information about your usage of the Career Sites, such as pages you have visited. By collecting and using this data, we hope to improve the quality of the Career Sites. The data collected through the use of tracking technologies will not be kept for longer than is necessary to fulfill the purposes specified in this Statement.

Most browsers are initially set to accept cookies, but you can change your settings to notify you when a cookie is being set or updated, or to block cookies altogether. Please consult the "Help" section of your browser for more information. Users can manage the use of Flash technologies, with the Flash management tools available at Adobe's website, see http://www.macromedia.com/support/documentation/en/flashplayer/help/settings_manager.html. For further information on deleting, disabling or blocking cookies please visit www.allaboutcookies.org. Please note that by blocking any or all cookies you may not have access to certain features, content or personalization available through the Career Sites.

Third parties that support the Careers Site by providing services, such as allowing you to share content or tracking aggregate usage statistics, may also use these technologies to collect similar information when you use the Careers Site or third-party services. TAP does not control these third-party technologies and their use is governed by the privacy policies of third parties using such technologies.

Do Not Track Signals for the US applicants

At this time, we do not respond to browser "Do Not Track" signals, as we await the work of interested stakeholders and others to develop standards for how such signals should be interpreted.

Revisions or Corrections

If you wish to update or change your personal information after submission, please email resume@toyoautoparts.com with the updated information. We encourage you to promptly update your personal information if it changes or is inaccurate.

Apart from information contained in your profile, you may request access to personal information we collect, or its modification or suppression, where permitted by applicable law. Please contact us by email using the details in the "**Contact Us**" section below with any such requests. In your request, please make clear what personal information you would like to access or have changed, whether you would like to have personal information that you have provided to us suppressed from our database or otherwise let us know what limitations you would like to put on our use of your personal information. For your protection, we may only implement requests with respect to the information associated with the particular email address that you use to send us your request, and we may need to verify your identity before implementing your request. We will try to comply with your request as soon as reasonably practicable. Please note that certain personal information may be exempt from such access, correction, or suppression rights pursuant to local data protection laws.

Security

TAP has implemented reasonable and appropriate measures to protect personal information that are consistent with applicable privacy and data security laws and regulations, including measures to protect personal information from misuse or accidental, unlawful or unauthorized destruction, loss, alteration, disclosure, acquisition or access.

For any questions, you can contact us in accordance with the “**Contact Us**” section below.

Links to Third-Party Websites

The Career Sites may contain links to other websites. This Statement does not address, and we are not responsible for, the privacy, information or other practices of any third parties, including any third party operating any website or service to which the Career Sites links. The inclusion of a link on the Career Sites does not imply endorsement of the linked site or service by TAP or our affiliates. We encourage you to read the legal notices posted on those sites, including their privacy policies.

Data Transfers and Applicable Job Application Law

The Career Sites allow you to apply for jobs in TAP world-wide, as a benefit of TAP’s global recruitment function. This means that personal information you submit to TAP may be available to TAP personnel and departments located in other countries. The Career Sites are hosted in the United States. Accordingly, you agree and consent that any personal information you submit to us through the Career Sites will be transferred to the United States and other countries outside the European Economic Area. The level of protection of personal data in these countries may be different from the protection offered in the country where you reside. Please note that we have adopted appropriate safeguards to protect your personal information regardless of where it resides.

If we share your personal information with an affiliate located in another country in its capacity as a potential employer, the affiliate will handle your personal information in accordance with this Statement. Any hiring or other employment-related decisions will be made by the TAP hiring affiliate in accordance with the laws of the country where the job will be located.

About Children

The Career Sites are not intended for children under the age of 13.

Changes to the Policy

We reserve the right to amend this Statement at any time in order to address future developments of TAP, the Career Sites or changes in industry or legal trends. We will post the revised version on the Career Sites. You can determine when the Statement was revised by referring to the “Last Updated” legend on the bottom of this Statement. Any changes will become effective upon the posting of the revised Statement on the Career Sites. By continuing to use the Career Sites

following such changes, you will be deemed to have agreed to such changes. If you do not agree with the terms of this Statement, in whole or part, you can choose to not continue to use the Career Sites.

Contact Us

If you have questions or requests, please feel free to contact us at resume@toyoparts.com, Attention Privacy Officer.

Last Updated: 03/17/2017