

**ANNUAL STOCKHOLDERS' MEETING**  
**18 May 2021, Tuesday at 10:30 a.m.**  
***Via Video Conferencing***

**DATA PRIVACY NOTICE**

**Online Registration System and Online Voting System Data Privacy Notice**

CHELSEA LOGISTICS AND INFRASTRUCTURE HOLDINGS CORP. (Chelsea) is committed to protect and respect the personal information that it collects, uses and/or processes in accordance with the Data Privacy Act (DPA) of 2012 and its Implementing Rules and Regulations (IRR).

Chelsea assures all its stockholders, proxies, employees, business partners and guests attending Chelsea's Annual Stockholders' Meeting (ASM) that any information will be communicated via this online facility is protected. The purpose and manner of processing are detailed below for reference.

**What type of personal information will be collected and processed?**

The information Chelsea will collect and process include the following:

- A. For all types of Stockholders/ Proxies / Representatives/:
  - 1. Full name (last name, given name, middle name)
  - 2. Valid and active email address
  - 3. Contact Number
- B. For Individual Stockholders
  - 1. Stock Certificate Number and number of shares
- C. For Partnership, Association and Corporate Stockholders
  - 1. Stock Certificate Number of the Company and number of shares
- D. Resolutions designating proxies / representatives and authorized signatories
- E. For Stockholders with Shares in a Broker's Account
  - 1. Broker's Certificate of Shareholding

**What is the purpose of collecting and processing personal information?**

Chelsea collects, processes, and uses personal information to:

- 1. Verify identification
- 2. Process registration to the video conference of the ASM
- 3. Process registration to the online voting system via email to [ASM@chelsealogistics.ph](mailto:ASM@chelsealogistics.ph)
- 4. Process votes and the results of the election

## 5. Comply with applicable, regulatory reporting requirements

### **Where does Chelsea get the personal information?**

For purposes of online registration, Chelsea collects, processes, and uses the personal information that will be submitted via email at [ASM@chelsealogistics.ph](mailto:ASM@chelsealogistics.ph), google forms or documents for delivery to the Office of the Corporate Secretary at the 18<sup>th</sup> Floor, Udenna Tower, Rizal Drive corner 4<sup>th</sup> Avenue, Bonifacio Global City, Taguig City.

For purposes of online voting, Chelsea collects, processes, and uses the personal information that have been submitted or registered via email at [ASM@chelsealogistics.ph](mailto:ASM@chelsealogistics.ph), prior the election and any information that will be submitted via this email.

### **When and to whom does Chelsea disclose or share personal information?**

This online registration system and the online voting system are maintained and hosted by Chelsea. It will disclose to / share some personal information with BDO Stock Transfer. Together with Chelsea, BDO Stock Transfer will view and validate identification of stockholders using the data provided here in the online registration system. Once validated and in connection with the foregoing, Chelsea will use some of the information to register attendee in Zoom, where an account is needed to join the ASM live video conference. In addition,

- Chelsea will need the first name, last name and active email address to pre-register attendees in Zoom for the live Annual Stockholders' Meeting (ASM) video conference. Zoom is a cloud-based platform used for video-conferencing. Once registered, Zoom would store the said information in the Zoom platform, which is a system outside Chelsea's network. The registration will allow attendees to join the live ASM video conference. To view the Zoom Privacy Policy and understand the risks, you may view this link: <https://zoom.us/privacy>
- Chelsea will also need the name, e-mail address, number of shares and stockholder number to pre-register you in the online voting system.

Chelsea will never share, sell or otherwise disclose personal information to third parties outside of the Chelsea Group, except if with consent thereto, and in compliance with the law.

### **Will the Annual Stockholders' Meeting be recorded?**

The live Annual Stockholders' Meeting will be recorded via Zoom. Photos will also be taken during the conference. The video and/or photos or parts thereof may be uploaded in Chelsea

website or shown in Chelsea advisories, newsletters and activities as form of communication only.

### **For how long will the personal information be stored?**

Chelsea will retain and store personal information within the period allowed by law. However, Chelsea will have no control over the storage or handling of the information shared with Zoom. You may refer to Zoom's privacy policy for further details: <https://zoom.us/privacy>

### **How does Chelsea protect personal information?**

Chelsea recognizes the importance of protecting the personal privacy of stockholders, proxies, employees, business partners and guests attending this special stockholders' meeting. Chelsea maintains, enforces and implements organizational, physical, technical, electronic and procedural security measures that ensure the integrity, confidentiality and security of the personal information.

Chelsea protects personal information by implementing safeguards such as but not limited to the following:

1. Requiring Investor Relations / Strategic Communications to segregate data with the rest of the Chelsea's data.
2. By using a secured server that is being maintained with firewall, encryption, anti-virus and other appropriate security controls;
3. Secure connection between the servers and attendee's device's web browser.
4. Restricting access to information only to authorized personnel who handle information with utmost and strict confidentiality;
5. Implementing a strict shutdown policy on any of the systems should Chelsea detect any unauthorized third-party access, intrusion, interference, and/or interruption on said systems which, as determined by Chelsea, poses a risk of disclosure of personal and private data or may result in breach of data privacy laws and regulations.
6. Other security, organizational and physical measures that we may introduce in the future to further strengthen the protection and security of personal information.
7. Subject to exceptions provided under the law, personal information shall not be amended without prior notification.

### **What are the Rights of Data Subject**

All individual stockholders, proxies, employees, business partners and guests are considered data subjects. A Data Subject mentioned in the Data Privacy Act of 2012 has the following rights: (a) right to be informed; (b) right to object; (c) right to access; (d) right to data portability; (e) right to correct; (f) right to block/remove; (g) right to file a complaint; and (h) right to be indemnified.

**Inquiry**

For inquiries how Chelsea processes personal information, please refer to <https://www.chelsealogistics.ph/chelsea-logistics-holdings-corp-data-privacy-notice/>.