



Privacy Notice

Effective: December 1, 2025

1. Who We Are

Hino Motors Sales India Private Limited ("HMSIN", "we" or "us") processes limited personal data for employment, business coordination and statutory purposes. We do not sell products in India and therefore do not collect any customer data for commercial transactions.

2. What Personal Data We Collect

We may collect the following:

Employee-related Personal Data

- a) Identity and statutory documents
- b) Bank details
- c) Dependent information

Used for payroll and compliance.

Business Partners/Supplier Personal Data

Only when required for business visits abroad:

- a) Passport details and nationality
- b) Basic identification details

Used only for visa processing, invitation issuance and any other statutory documentation, etc.

Website visitor data

- a) Name, email or phone entered voluntarily
- b) System logs (IP address, browser type)

Used only to respond to enquiries.

3. Why We Use Personal Data

We use personal data exclusively for:

- a) Administrative and legal compliance
- b) Travel facilitation of supplier representatives
- c) Coordination with overseas group companies
- d) Access control and verification
- e) Responding to queries

We do not use data for marketing or behavioural analytics.

Hino Motors Sales India Private Limited

Registered Office - Unit No. 603, 6th Floor, Centre Point, J. B. Nagar, Andheri-Kurla Road, Andheri (E), Mumbai - 400 059, INDIA.
GSTIN : 27AAFCM3247H1ZG

Chennai Office - 6th Floor, Awfis, Prestige Cosmopolitan, 36, Sardar Patel Road, Little Mount, Guindy, Chennai - 600 032, INDIA.
GSTIN : 33AAFCM3247H1ZN

CIN : U34100MH2007PTC175552, Website : www.hino.co.in, Email : corporate@hino.co.in



4. Sharing of Personal Data

Data may be shared only with:

- a) Overseas group entities
- b) Travel/visa facilitators
- c) Payroll/insurance service providers
- d) Statutory authorities

Wherever applicable, all such parties operate under confidential obligations.

5. Cross-Border Transfers

If personal data needs to be shared outside India:

- a) It will be limited only to legitimate business purposes
- b) Transfers will comply with the DPDP Act
- c) Recipients must ensure confidentiality and security measures equivalent to HMSIN

6. Data Retention

- a) Business Partners/Suppliers' travel information is erased immediately after the travel process is completed
- b) Employee data is retained as per statutory requirements
- c) Website enquiry data is kept only for response purposes

7. Security Measures

We apply reasonable security measures such as:

- a) Access-controlled information storage
- b) Encryption and password policies
- c) Limited-purpose sharing
- d) Secure deletion

Where confidential data is involved, HMSIN adheres to its **Confidentiality Management Policy** and NDA safeguards.

8. Your Rights

You may request:

- a) Access to your personal data
- b) Correction of inaccurate information
- c) Erasure (where retention is not legally required)
- d) Consent withdrawal (where processing was based on consent)

You may write to us at: corporate@hino.co.in

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If any request cannot be fulfilled due to a legal or contractual retention obligation, HMSIN will notify the Data Principal of the reasons.

To ensure the security and protection of the Data Principal's information, HMSIN requires that all requests for Access, Correction, or Erasure (your rights) must be accompanied by appropriate documentation (such as official email verification or government-issued identity proof) to confirm the identity of the Data Principal. The Data Protection Nodal Officer reserves the right to decline any request where the identity of the requester cannot be reasonably verified.

9. Updates to This Notice

This notice may be modified based on legal updates or operational changes. The current version will always remain available on our website.

10. Miscellaneous

HMSIN will acknowledge grievances received relating to privacy matters within 7 working days and close them within 30 working days, as per the DPDP Act, 2023. If not resolved within 30 days, the Data Principal may escalate the grievance to the Data Protection Board of India.

Where any data shared is confidential, all users must comply with HMSIN's Confidentiality Management Policy, including stamping, secure retention, restricted access and return/destruction after end of use.

This notice shall not override any mandatory legal or regulatory requirements applicable to HMSIN.

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