UBS EXTERNAL STAFF PRIVACY NOTICE – REPUBLIC OF KOREA

DATA PROTECTION UNDER THE PERSONAL INFORMATION PROTECTION ACT

To run our business, UBS processes information about individuals ("**Personal Information**"), including information about the employees and contractors of our suppliers ("**you**" or "**External Staff**").

UBS takes your privacy seriously. This Privacy Notice ("**Notice**") contains information on what Personal Information the UBS entities in (insert country) referred to in Section 10 ("**UBS**", "**we**", "**our**", or "**us**") and other companies of the group to which we belong (the "**UBS Group**") collect(s), what we do with that information, and what rights you have.

As part of our commitment to protect your Personal Information we want to inform you in a transparent manner:

- why and how UBS collects, uses and stores your Personal Information;
- the lawful basis for the use of your Personal Information; and
- what your rights are in relation to such processing and how you can exercise them.

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1 What does this Notice cover?

This Notice applies to any and all forms of use of Personal Information ("**processing**") by UBS in relation to our External Staff in the Republic of Korea.

2 What type of Personal Information do we collect?

We collect basic identification information, such as your name, title, position, professional history, experience, language skills and contact details. Such information will be collected if provided to us by your employer, for instance on a CV you have prepared, even if you do not ultimately work on an assignment for UBS.

In addition, for External Staff working on UBS premises, we usually collect (to the extent permitted by applicable law):

- Detailed identification information (e.g., gender, immigration status, address, office location, business telephone number, date and place of birth, picture, emergency contact details, ID card, passport details and other national ID numbers as required);

- Detailed professional information (e.g., academic, professional and industry qualifications and certifications (including dates), directorship information, contact details of references, previous employment dates, rank or seniority, line manager contact information, working arrangements (such as full or part time), assignment allocation and absence information);
- Electronic identification data (e.g., login information, access right, badge number, IP address, online identifiers/cookies, logs and connection time, sound or image recording such as CCTV or voice recordings);
- Information submitted in support of an application to work for UBS on behalf of your employer (e.g., anything you choose to submit in support of your or your employer's application).

Where relevant and to the extent permitted by applicable law, the Personal Information that we collect may also include sensitive Personal Information about you, such as data about ideology, belief, admission to or withdrawal from a trade union or political party, political opinions, or health data (such as sickness records, disability records, fitness for work and health insurance where it contains data relating to sickness), information on your physical, physiological, and behavioral characteristics generated through certain technical means for the purpose of identifying a specific individual (such as biometric data). Additionally, we process data about alleged or proven criminal offences in each case where permitted by law.

We may also collect Personal Information collected through cookies and other tracking technologies on our public websites and UBS intranet. For more information on how we collect and use such Personal Information, please see the UBS Website, Social Media and Cookie Notice.

In some cases, the Personal Information we collect from you is needed to meet our legal or regulatory obligations, to perform our obligations under UBS's contract with your employer (UBS's supplier), or to enter into that contract. If so, we will indicate to you that the provision of this information is mandatory, and the consequences if we cannot collect this information.

The above-mentioned Personal Information are collected from information that you or your employer directly provide, and, in some cases, UBS will also collect Personal Information indirectly from background check providers such as First Advantage, and other administration services providers, or from publicly available sources such as LinkedIn profiles.

3 On which legal basis and for which purposes do we process Personal Information?

3.1 Purposes of processing

We always process your Personal Information for a specific purpose and only process the Personal Information which is relevant to achieve that purpose. We thereby take into account the role in which you are active with UBS.

In particular, we process Personal Information of our External Staff to:

a) Selection:

- to determine the suitability of External Staff qualifications;
- to prepare for and enter into a contract with our supplier.

b) Onboarding:

- to set up internal profiles, collect information required to complete the onboarding process. For background checks please see section e) below;
- to assist us in managing external providers such as your employer (see section 5 for further information about when we work with service providers).

c) Staff Administration:

- to administer, plan and manage our personnel, suppliers and contractors (including task management and internal workforce analysis and planning);
- to allocate costs, optimize performance and enhance quality;

- where relevant, to manage and make available Personal Information within the UBS Group;
- to carry out supplier performance reviews, satisfaction surveys and other contractor surveys;
- to track staff' interaction with internal email communication (including newsletters, interest groups and messages) to enable delivery of more relevant personalized content for improved readership and engagement.

d) Training, development and other staff offerings:

- to train our External Staff;
- to carry out development initiatives and coaching activities;
- to inform you of internal events, leisure activities, and corporate sponsored discounts through approved third-party providers.

e) Compliance & Risk Management and / or Crime Prevention, Detection & Investigation:

- to check for any existing or potential conflicts of interest or any other restrictions which may otherwise restrict or prevent a prospective engagement on a matter with UBS;
- to carry out periodic vetting checks where relevant;
- to receive and handle complaints, requests or reports from employees or third parties made to a compliance function, HR function, or other designated units within UBS or the UBS Group;
- to track relevant incidents related to our External Staff and / or persons they might have a connection with, in order to comply with legal or regulatory obligations, internal policies or for risk management purposes;
- to monitor and investigate electronic communications in order to be able to comply with legal or regulatory obligations, including compliance with banking regulations and internal policies or for risk management purposes;
- to track and record data accesses, to evaluate them and to scan data carriers as well as to evaluate the accessing or storage of data with the objective of ascertaining whether there has been a breach of the obligation to be task-related;
- to conduct internal investigations in line with UBS policies and/or as required by applicable legislation;
- to reply to any actual or potential proceedings, requests or the inquiries of a public or judicial authority.

f) Supporting, Enhancing and Maintaining UBS's technology:

- to provide for a centralized, global approach to the provision of IT services to our External Staff and enable External Staff within the UBS group to interact with one another and UBS employees. This normally involves the hosting of your contact and e-mail information to allow UBS's global IT network to be established and populated with relevant details;
- to manage our IT resources, including infrastructure management and business continuity.

g) Other purposes:

- to exercise our duties and/or rights vis-à-vis you or third parties;
- to enable a transfer, merger or disposal to a potential buyer, transferee, merger partner or seller and their advisers in connection with an actual or potential transfer, merger or disposal of part or all of UBS's business or assets, or any associated rights or interests, or to acquire a business or enter into a merger with it;

- to offer our products and services to our customers (e.g., we may communicate professional contact details of one of our employees to a customer or supplier, indicating that this person is the contact person within the UBS organization);
- to collect data to ensure the security of buildings, the safety of staff and visitors, as well as property and information located, stored on or accessible from the premises, to prevent, and if necessary, investigate unauthorized access to secure premises (e.g., maintaining building access logs and CCTV system images to prevent, detect and investigate a theft of equipment or asset owned by UBS, visitor or staff, or threats to the safety of personnel working at the office).

3.2 Basis for the processing of Personal Information

Depending on the purpose of the processing activity (see section 3.1), the legal basis for the processing of your Personal Information will be one of the following:

- where special provisions exist in laws or it is inevitable to observe legal obligations such us when we process Personal Information necessary for tax reporting or reference requirements (e.g., Financial Information);
- where it is deemed manifestly necessary for the protection of your or a third party's life, bodily or property interests from imminent danger and you or your legal representative is not in a position to express intent, or prior consent cannot be obtained;
- where it is necessary for the legitimate interests of UBS, to the extent that such interests override or do not unduly affect your fundamental rights and the intended processing is reasonable and substantially related to such interests, such as when we process the following Personal Information: Electronic and physical communication information and Information about how employees may use IT systems and hardware;
- where we have obtained your prior consent (for instance where required by law), or separately obtained your explicit consent in the case of sensitive Personal Information (such as your health data).

Examples of the "legitimate interests" referred to above are processing necessary:

- to benefit from cost-effective services, efficient solutions and subject-matter expertise (e.g., we may opt to use certain IT platforms offered by suppliers, or share basic Personal Information with another UBS entity if you transfer to that entity, for use by that UBS entity in conducting legally required background checks without collecting the information from you again (the UBS entity's use of that data will be notified to you at the time). We may also share Personal Information with another UBS entity so that a team with the appropriate subject-matter expertise can provide advice or support);
- to offer our products and services to our customers (e.g., we may communicate professional contact details of one of our External Staff to a customer or supplier, indicating that this person is the contact person within the UBS organization) ;
- to prevent fraud or criminal activity, misuses of our products, resources or services as well as the security of our premises, information, IT systems, architecture and networks ;
- to provide for a centralized, global approach to the provision of IT services to our staff and enable staff within the UBS group to interact with one another. This normally involves the hosting of your contact and e-mail information to allow UBS's global IT network to be established and populated with relevant details ;
- to monitor, investigate and ensure compliance with internal UBS policies, relevant laws or regulations ;
- to cooperate with a request made in any actual or potential proceedings or the inquiries of a public or judicial authority .

To the extent that we process any sensitive Personal Information relating to you, we will do so because:

- the processing is necessary to carry out our obligations under other statutes; or
- you have given your explicit consent to us to process that information.

4 How do we protect Personal Information?

All personnel accessing Personal Information must comply with the internal rules and processes in relation to the processing of your Personal Information to protect them and ensure their confidentiality.

UBS and the UBS Group have also implemented adequate technical and organizational measures to protect your Personal Information against unauthorized, accidental or unlawful destruction, loss, alteration, misuse, disclosure or access and against all other unlawful forms of processing.

5 Who has access to Personal Information and with whom are they shared?

To the extent UBS transfers and makes available your Personal Information to other entities within the UBS Group as well as to external third parties or service providers, we do so only for the purposes indicated in section 3.1.

5.1 Within the UBS Group

We make available, and/or outsource the processing of, Personal Information to members of our personnel and within the UBS Group for the purposes indicated in section 3.1. Other companies of the UBS Group may process your Personal Information on behalf and upon request of UBS.

5.2 Outside UBS and the UBS Group

5.2.1 Third Parties

We share Personal Information with other credit and financial services institutions and comparable institutions (including brokers, exchanges, upstream withholding agents; swap or trade repositories, stock exchanges, central securities depositaries), our professional advisers and consultants (e.g., lawyers, tax accountants or labour consultants) or clients as part of you working on tasks related to or involving those parties.

5.2.2 Service Providers

In some instances, we also share, and/or outsource the processing of, Personal Information to our suppliers, who are contractually bound to confidentiality, such as IT system or hosting providers, third parties that provide benefits or help us to provide benefits to our staff (such as third parties who administer the Compensation Plans on our behalf), transport companies for work travel, cloud service providers, database providers, training, education and development providers and third parties who carry out pre-employment checks on employees, and other goods and services providers (such as communication service providers) for various purposes indicated in section 3.1. When we do so we take steps to ensure they meet our data security standards, so that your Personal Information remains secure.

Service providers are thereby mandated to comply with a list of technical and organisational security measures, irrespective of their location, including measures relating to: (i) information security management; (ii) information security risk assessment and (iii) information security measures (e.g., physical controls; logical access controls; malware and hacking protection; data encryption measures; backup and recovery management measures).

Please refer to the Annex I for the list of Service Providers to which UBS may outsource the processing of your Personal Information.

5.2.3 Public or regulatory authorities

If required from time to time, we disclose Personal Information to public authorities, regulators or governmental bodies, courts or party to proceedings where we are required to disclose information by applicable law or regulation, under a code of practice or conduct, at their request, or to safeguard our legitimate interests.

5.2.4 Other

- A potential buyer, transferee, merger partner or seller and their advisers in connection with an actual or potential transfer or merger of part or all of UBS's business or assets, or any associated rights or interests, or to acquire a business or enter into a merger with it;
- Any legitimate recipient required by applicable laws or regulations.

5.3 Data Transfer to other Countries

The Personal Information transferred within, or outside UBS and the UBS Group as set out in sections 5.1 and 5.2, is in some cases also processed in other countries. We only transfer your Personal Information abroad based on your consent or alternatively only to other UBS entities or service providers that process your Personal Information on behalf and upon request of UBS (outsourcees).

You may request additional information in this respect and obtain a copy of the relevant safeguard by contacting the Group Data Protection Office at dpo-apac@ubs.com.

A list of the countries in which UBS and the UBS Group operate can be found at https://www.ubs.com/global/en/our-firm/locations.html.

6 How long do we store your data?

We will only retain Personal Information for as long as necessary to fulfil the purpose for which it was collected or to comply with legal, regulatory or internal policy requirement. In general, your Personal Information will be kept in our systems during your engagement with UBS and up to 10 years, from the day that your engagement with UBS terminates. There may be exceptions to this general rule, for example:

a) Personal Information that is no longer required or has become obsolete may be destroyed while the External Staff relationship is still ongoing for proportionality reasons;

b) In certain cases, UBS may store and process Personal Information for a longer period than 10 years, in particular for compliance or risk management purposes, to comply with (other) legal and regulatory requirements, or if it is in UBS' legitimate interest.

If you were previously or are currently a Credit Suisse External Staff: Your information after your transition to UBS will be stored as per above. However, your information prior to your transition to UBS and/or any activities performed under the Credit Suisse entities, will continue to be stored as per the applicable Credit Suisse retention requirements until the full integration of systems and processes into UBS are completed.

However, if you wish to have your Personal Information removed from our databases, you can make a request as described in section 7 below, which we will review as set out therein.

7 What are your rights and how can you exercise them?

7.1 Your rights

You have a right to access and to obtain information regarding your Personal Information that we process. If you believe that any information we hold about you is incorrect or incomplete, you may also request the correction of your Personal Information. If you are unable to do this or are otherwise concerned that the information recorded about you is inaccurate, please contact us using the details below.

You also have the right to:

- be informed of the processing of your Personal Information;
- determine whether or not to consent and the scope of consent regarding the processing of such personal information;
- confirm whether or not your Personal Information is being processed;
- suspend the processing of, and to request correction, deletion, and destruction of your Personal Information;
- appropriate redress for any damage arising out of the processing of your Personal Information through a prompt and fair procedure.

UBS will honor such requests, withdrawal or objection as required under applicable data protection rules, but these rights are not absolute: they do not always apply, and exemptions may be engaged. We will usually, in

response to a request, ask you to verify your identity and/or provide information that helps us to understand your request better. If we do not comply with your request, we will explain why.

In certain circumstances UBS may process your Personal Information through automated decision-making. Where this takes place, you will be informed of such automated decision-making that uses your Personal Information and be given information on criteria and procedures applied. You can request an explanation about automated decision making carried out and that a natural person reviews the related decision where such a decision is exclusively based on such processing.

7.2 Exercising your rights

To exercise the above rights, please send an email to sh-hr-data-requests-snow@ubs.com.

If you are not satisfied with how UBS processes your Personal Information, please let us know and we will investigate your concern. Please raise any concerns by contacting the Group Data Protection Office at dpo-apac@ubs.com.

8 Changes to Personal Information

In the interest of keeping Personal Information properly up to date and accurate, we will ask you periodically to review and confirm the Personal Information we hold about you and/or to inform us of any change in relation to your Personal Information (such as a change of address).

9 Updates to this Notice

This Notice was updated in November 2025. We reserve the right to amend it from time to time. Any amendment or update to this Notice we will make available to you here. Please visit the UBS website frequently to understand the current Notice, as the terms of this Notice are closely related to you.

10 List of contracting UBS entities covered by this Notice

Entity Name	Registered Address
UBS Securities Pte. Ltd. Seoul Branch	9F, Centropolis B, 26, Ujeongguk-ro, Jongro-gu, Seoul, 03161, Korea
UBS AG, Seoul Branch	15F Centropolis Tower A, 26 Ujeongguk-ro, Jongno-gu, Seoul, 03161, South Korea

If you have any questions or comments about this Notice, please contact the Group Data Protection Office at the following email address: dpo-apac@ubs.com.

UBS

Annex I – External Service providers with an outsourcing contract with UBS

Please refer to the table below for the list of service providers to which we are transferring your data as part of an outsourcing contract:

Recipient	Office of recipient	Country of recipient	Purpose of data processing	Period of retention
Headquarters: ServiceNow Inc. Santa Clara, California, US ServiceNow Nederland BV	ServiceNow Switzerland, Zurich DayCrunch Cherstrasse 4, 1st Floor Glattbrugg 8152	Switzerland	Staff Administration: Enable UBS to collect new data entries for new joiners and capture changes to Personal Information in order to keep the core HR application (HRi) and payroll systems up to date.	Case data is retained for 5 years from the closure of the case Chat data (live chat and chat bot) is retained for 2 years Data is archived in ServiceNow 6 months from the closure date and only a limited number of employees with special archive access privileges can access this data
BI Worldwide Limited	1 Vantage Court Tickford Street Newport Pagnell MK16 9EZ United Kingdom (+44 (0) 1908 214 700)	United Kingdom	Staff Administration: Employee can exchange appreciation program using e-card / points via this site.	Personal Information retained until the purpose is achieved
Evalueserve Limited	Bermuda http://www.evalueserve.com/site/	Bermuda	Other: Support for UBS research reports issued by Korea Research team	Personal Information retained until the purpose is achieved
GBT Travel Services UK Limited (Amex Travel)	5 Churchill Place London E14 5HU (https://www.amexglobalbusinesstravel.com/contact)	United Kingdom	Staff Administration: Supporting employees to plan and schedule business trips	Personal Information retained until the purpose is achieved
Oracle Affiliates (Oracle)	Multiple addresses[1]	Multiple countries	Staff Administration: Efficient personnel management between affiliates / Management of contact database	Personal Information retained until the purpose is achieved
Ernst and Young Korea	Korea (02.3787.6338)	Korea	Compliance, Risk Management: External audits, compliance with domestic and foreign laws and regulations	Personal Information retained until the purpose is achieved or longer if required by law

1)
- Oracle Corporation Australia Pty Limited: Australia (61.29.4911.000)
- Oracle India Private Limited: India (91.124.432.8000)
- Oralce Polska, Sp.z.o.o.: Poland (48.22.690.8700)
- Oracle Corporation Singapore Pte. Ltd.: Singapore (65.6436.1000)
- Oracle Corporation UK Limited: UK (01.18.924.0000)
- Oracle Corporation: USA (1.650.506.7000)
- Oracle Canada ULC: Canada (514.905.8400)
- Oracle Nederland BV: Netherlands (31.30.669.9000)

Samil PWC	Korea (02.3781.9092)	Korea	Compliance, Risk Management: External audits, compliance with domestic and foreign laws and regulations	Personal Information retained until the purpose is achieved or longer if required by law
Learning Bank	Korea (868.6412)	Korea	Compliance, Risk Management: Education on sexual harassment prevention	Personal Information retained until the purpose is achieved or longer if required by law
Jones Lang LaSalle	Korea (3702-8887)	Korea	Staff Administration: GCS help desk to support office facilitate including reception service	Until a package / item is delivered