

**American International Group, Inc.**  
**Employee Personal Information Notice**

**Korea Supplement**

Please review this Supplement in connection with the Employee and Non-Employee Worker Personal Information Notice (the “Global Notice”).

**Collection and use of Personal Information (including credit information)**

Please provide your specific consent in relation to the matters that follow. Should you refuse to provide your consent to the following matters, AIG will be unable to conclude or maintain an employment contract with you. Please note that the following does not affect your credit rating.

**1. Matters relating to the collection and use of your personal information**

AIG is responsible for the protection of your personal information, including your credit information in accordance with the Personal Information Protection Act and the Credit Information Use and Protection Act. AIG, or its service providers, intends to collect and use the following information for the purposes that follow. Please tick the appropriate box to indicate your agreement to the collection and use of your personal and credit information.

You ☐agree ☐disagree that AIG may collect the information set out at (i) for the purposes set out at (ii) and retain the said information for the period set out at (iii) of this section 1.

*i. Type of personal information which will be collected and used:*

- personal identification information (ID photo, your name, Social Security number, passport number, alien registration number or other government issued identification or registration number, address, telephone number, mobile phone number, e-mail address, date of birth, etc.)
- sensitive information (such as physical health, medical history, details of any disability (disabled or not, type of disability, disability level), etc.)
- military service information (military qualification status or classification, military branch, military occupational specialty, rank, service period, serial number, date of enlistment, date of discharge, reasons for discharge, unit at the time of discharge, rank at the time of discharge, etc.)
- information applicable to veterans (veteran status, veteran division, veteran number, relationship with a veteran, veteran branch, etc.)
- academic background (year of enrollment, year of graduation, school name, address, graduation status or division, major, etc.)
- family information (family relations, name, Social Security number, resident registration number, alien registration number, cohabitation status, etc.)
- license(s) or other qualifications (substance of a qualification, grade or classification, date awarded, validity date, etc.)
- awards (name of award, date of award, reason for award, etc.)
- career history information (name of company, period of employment, job title, department, income, responsibilities, etc.)
- salary matters (bank and account number, etc.)
- previous or current job-related training or education history (internal or external training or education, etc.)

- other personal information processed by AIG for business purposes such as labor management and consignment work
- information generated by employees using AIG's systems (including email messages)
- credit transaction information (personal loan status and guarantee debt status, overdue information, etc.), credit information relating to the capability of servicing debt (total amount of property/debt/income, tax payment records, etc.), public information, credit rating and credit score information, credit information inquiry records of other institutions
- All other personal information listed at paragraph 2 of the Global Notice

ii. Purposes for which personal information is collected and used.

- human resources management (recruitment, promotion, compensation, evaluation, labor, reward and disciplinary measures, etc.), work distribution (departments transfer, assignment, placement, etc.), basic salary, bonus, allowance, insurance, savings and medical support, loan provision, vacation, parking, condo application, and other types of benefits management, maintaining and improving the efficiency of employee management, disciplinary and grievance management, upholding the terms of employment contract, termination of employment, and reviewing employment decisions, and issuing proof of employment
- ensure business continuity
- payment of income tax, international tax and other taxes
- health and safety obligations, including to provide a work environment free of unlawful discrimination, purchase of or subscribing to legally required insurance policies, complying with the Labor Standards Act and other laws related to employment relations, providing equal treatment and opportunities, compliance with any and all legal and administrative obligations imposed on AIG, such as identifying and providing treatment for veterans, and complying with laws and regulations related to foreign employees
- improve communication efficiency to maintain, review and improve work efficiency, safety, and security (including responding to emergency situations)
- managing mergers, acquisitions, sales (whole or partial and includes where the business or operation of a group, to which the company belongs, is transferred), re-organizations or disposals and integration with purchaser, and any inspection in relation to such activities
- conduct employee surveys, conduct background checks
- travel booking, business expense and payment management, training requirements, and career development activities and skills
- issuance of proof of employment and career certificate for retirees
- individual training management
- other business purposes related to company management, labor management, consignment work, etc.
- All other purposes listed at paragraph 4 of the Global Notice

iii. Period of retention and use of personal information.

- AIG will retain and use your personal information during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement

You ☐agree ☐disagree that AIG may collect, use, and provide your sensitive information (disease, wound related information, etc.) for the purposes noted above at (ii) and for the period of retention noted above at (iii) of this section 1.

You ☐agree ☐disagree that AIG may collect, use, and provide your unique identification information (social security number, alien registration number, etc.) for the purposes noted above at (ii) and for the period of retention noted above at (iii) of this section 1.

## 2. Matters concerning inquiry of personal credit information

AIG, or its service providers, intends to collect and use the following information from credit information agencies or public credit registries (according to the Credit Information and Use Protection Law, Section 32.2), including general insurance associations, life insurance associations, etc. Please tick the appropriate box to indicate your agreement to the collection and use of your personal and credit information.

You ☐agree ☐disagree that AIG may collect the personal credit information set out at (i) for the purposes set out at (ii) and retain the said information for the period set out at (iii) of this section 2.

(i) Type of personal information which will be collected and used.

- personal identification information (your name, Social Security number, alien registration number or other government issued identification or registration number, address, telephone number, mobile phone number, e-mail address, etc.)
- credit transaction information (personal loan status and guarantee debt status, overdue information, etc.), credit information relating to the capability of servicing debt (total amount of property/debt/income, tax payment records, etc.), credit rating and credit score information, credit information inquiry records of other institutions
- public information
- information relating to any economic or trade sanctions issued by the Office of Foreign Assets Control (“OFAC”)
- other personal information processed by AIG for business purposes such as labor management and consignment work

(ii) Purposes for which personal credit information is collected and used.

- Comply with the applicable guidelines and for business purposes, AIG’s internal business operations and management of human resources
- Compliance with operational management guidelines
- Conducting OFAC Checks
- Other purpose of the company's work such as labor management and consignment work

(iii) Period of retention and use of personal information.

- AIG will retain and use your personal information during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement

(iv) You ☐agree ☐disagree that AIG may conduct the necessary credit checks and searches on you.

(v) You ☐agree ☐disagree that AIG may collect, use, and provide your unique identification information (social security number, alien registration number, etc.) for the purposes noted above at (ii) and for the period of retention noted above at (iii) of this section 2.

### 3. Matters concerning the provision of personal information

You ☐agree ☐disagree that AIG may provide the personal information identified above at 1(i) and 2(i) for the purposes set out at 1(ii) and 2(ii) respectively to the following third parties in accordance with the Personal information Protection Act and the Credit Information Use and Protection Act and that third party recipients identified at (i) in this section 3 may retain personal information for the period set out at (iii) of this section 3:

i. Affiliates of American International Group, Inc. located in Korea including:

- 1) AIG Insurance Co., Ltd.
- 2) AIG Global Partners Co., Ltd.
- 3) AGE Advisor Co., Ltd.

ii. Independent third parties, such as:

- 1) Professional advisors: IT experts such as digital forensic experts, accountants, auditors, lawyers, insurance companies, bankers, other external experts, etc.
- 2) Service Providers: Providing products and services to AIG such as payroll and compensation, pension plans, welfare services, personnel management services, performance management, training, cost management, IT system providers, third parties supporting award programs, credit card companies, medical and health professionals, trade organizations and associations, and any other service provider, etc.
- 3) Public institutions and government agencies: Organizations that have regulatory authority or jurisdiction over AIG (regulatory authorities, law enforcement agencies, government agencies, public institutions, judicial organizations, etc.) and other public institutions and government agencies, organizations, and individuals to whom work or business related information is required to be provided, including Ministry of Labor, the National Pension Service, the National Health Insurance Corporation, Korea Labor Welfare Corporation, Korea Immigration Service, the Internal Revenue Service (tax office), etc.
- 4) International Outsourcing Inc. Companies and individuals to whom work or business-related information is required to be provided
- 5) Third parties related to corporate transactions: third parties related to the scheduling of or ongoing structural reorganization, merger, sales, joint venture or investment, transfer, assignment, or other forms of corporate transactions related to all or part of AIG's business, assets, equity, etc.
- 6) All other third parties listed at paragraph 5 of the Global Notice

iii. Retention and use period of personal information by the recipient

- during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement, or until the third party has achieved the purpose for which the personal information is provided, whichever is later

Details or changes related to third party entities and the purpose can be confirmed via the company's homepage or intranet.

You ☐agree ☐disagree that AIG may provide your sensitive information (disease, wound related information, etc.), for the purposes noted above at 1(ii) to third parties listed at (i) and (ii) of this section 3 and that such parties may retain the said information for the period noted above at (iii) of this section 3.

You ☐agree ☐disagree that AIG may provide your unique identification information (social security number, alien registration number, etc.), for the purposes noted above at 1(ii) and 2(ii) to third parties listed at (i) and (ii) of this section 3 and that such parties may retain the said information for the period noted above at (iii) of this section 3.

#### **4. Matters concerning the provision of personal information abroad/overseas**

You ☐agree ☐disagree that AIG may provide the personal information identified above at 1(i) and 2(i) for the purposes set out at 1(ii) and 2(ii) respectively, to the following third parties, which are outside of Korea in accordance with the Personal information Protection Act and the Credit Information Use and Protection Act and that such third party recipients identified at (i) in this section 4 may retain personal information for the period set out at (iii) of this section 4:

i. American International Group, Inc, whose headquarters is located in New York, U.S.A., and its affiliates located outside of Korea including

- 1) AIG Asia Pacific Pte. Ltd.
- 2) AIG Singapore Insurance Pte. Ltd.

ii. Independent third parties, such as:

1) Professional advisors: IT experts such as digital forensic experts, accountants, auditors, lawyers, insurance companies, bankers, other external experts, etc.

2) Service Providers: Providing products and services to AIG such as payroll and compensation, pension plans, welfare services, personnel management services, performance management, training, cost management, IT system providers, third parties supporting award programs, credit card companies, medical and health professionals, trade organizations and associations, and any other service provider, etc.

3) Public institutions and government agencies: Organizations that have regulatory authority or jurisdiction over AIG (regulatory authorities, Law enforcement agencies, government agencies, public institutions, judicial organizations, etc.) and other public institutions and government agencies, organizations, and individual to whom work or business related information is required to be provided, including Ministry of Labor, the National Pension Service, the National Health Insurance Corporation, Korea Labor Welfare Corporation, Korea Immigration Service, the Internal Revenue Service (tax office), etc.

4) International Outsourcing Inc. Companies and individuals to whom work or business-related information is required to be provided

5) Third parties related to corporate transactions: third parties related to the scheduling of or ongoing structural reorganization, merger, sales, joint venture or investment, transfer, assignment, or other forms of corporate transactions related to all or part of AIG's business, assets, equity, etc.

6) All other third parties listed at paragraph 5 of the Global Notice which are outside of Korea

iii. Retention and use period of personal information by the recipient

- during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement, or until the third party has achieved the purpose for which the personal information is provided, whichever is later

Details or changes related to third party entities and the purpose can be confirmed via the company's homepage or intranet.

You ☐agree ☐disagree that AIG may provide your sensitive information (disease, wound related information, etc.), for the purposes noted above at 1(ii) to third parties listed at (i) and (ii) of this section 4 and that such parties may retain the said information for the period noted above at (iii) of this section 4.

You ☐agree ☐disagree that AIG may provide your unique identification information (social security number, alien registration number, etc.), for the purposes noted above at 1(ii) and 2(ii) to third parties listed at (i) and (ii) of this section 4 and that such parties may retain the said information for the period noted above at (iii) of this section 4.

year

month

Name of Employee:

(Seal) (or signature)

## Collection and use of Personal Information (including Credit Information)

Please provide your specific consent in relation to the matters that follow. You may choose not to provide your consent in respect of the following matters, in which case you may not be able to receive welfare benefits from AIG.

### 1. Matters relating to the collection and use of your personal and credit information

AIG is responsible for the protection of your personal information, including your credit information in accordance with the Personal Information Protection Act and the Credit Information Use and Protection Act. AIG, or its service providers, intends to collect and use the following information for the purposes that follow. Please tick the appropriate box to indicate your agreement to the collection and use of your personal and credit information.

You ☐agree ☐disagree that AIG may collect the information set out at (i) for the purposes set out at (ii) and retain the said information for the period set out at (iii) of this section 1.

#### i. Type of personal information which may be collected and used.

- Marital status and date of marriage, etc;
- Dependant information
- Hobbies;
- Type of housing
- personal identification information (name, social security number, alien registration number, address, gender, job or title, phone number, cell-phone number, email address)
- sensitive information (personal medical history information such as physical appearance or health, disability related information (disability status, disability type, disability grade), etc.)

#### ii. Purposes for which personal information may be collected and used.

- the processing of welfare matters and support such as Condo application services for employee use, outsourced training, insurance (including retirement) application, health screening

#### iii. Period of retention and use of personal information.

- AIG will retain and use your personal information during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement

You ☐agree ☐disagree that AIG may collect, use, and provide your sensitive information (disease, wound related information, etc.) for the purposes noted above at (ii) and for the period of retention noted above at (iii) of this section 1.

You ☐agree ☐disagree that AIG may collect, use, and provide your unique identification information (social security number, alien registration number, etc.) for the purposes noted above at (ii) and for the period of retention noted above at (iii) of this section 1.

## 2. Matters concerning the provision of personal information

You ☐agree ☐disagree that AIG may provide the personal information identified above at 1(i) for the purposes set out at 1(ii) above to the following third parties in accordance with the Personal information Protection Act and the Credit Information Use and Protection Act and that such third party recipients identified at (i) in this section 2 may retain personal information for the period set out at (ii) of this section 2:

### (i) Third Parties

- Educational institutions or centers, condominium or apartment companies (Hanwha condominiums, Daming condominiums, etc.), insurance companies (AIG Insurance Co., Ltd., AIA Life, etc.), medical institutions related to health checkups (Korea Medical Research Institute, etc.), AIG Global Partners Co., Ltd.
- Company official document administration and security companies

### (ii) Retention and use period of personal information by the recipient

- during the term of your employment or engagement and for a further 10 years after the termination of your employment or engagement or until the third party has achieved the purpose for which the personal information is provided, whichever is later

You ☐agree ☐disagree that AIG may provide your sensitive information (disease, wound related information, etc.), for the purposes noted above at 1(ii) to third parties listed at (i) of this section 2 and that such parties may retain the said information for the period noted above at (ii) of this section 2.

You ☐agree ☐disagree that AIG may provide your unique identification information (social security number, alien registration number, etc.), for the purposes noted above at 1(ii) to third parties listed at (i) of this section 2 and that such parties may retain the said information for the period noted above at (ii) of this section 2.

year

month

Name of Employee:

(Seal) (or signature)