



MBK International Services Inc.

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Data Privacy and Information Protection Policy

MBK International Services Inc. is committed to safeguarding the privacy and security of all personal and sensitive data entrusted to the organization. This policy outlines the company's practices for collecting, storing, processing, and protecting information in compliance with global data protection standards, including GDPR and applicable U.S. privacy laws.

1. Scope and Applicability

This policy applies to all MBK employees, contractors, service providers, and third-party partners who collect, access, or process data on behalf of MBK. It covers personal data of employees, customers, investors, suppliers, and other stakeholders.

2. Data Collection and Use

MBK collects only the data necessary to fulfill operational, legal, and contractual obligations. Individuals are informed about the purpose and scope of data collection at the time of request. MBK does not sell or share personal data for profit.

3. Types of Data Collected

- Examples of data collected may include:
 - Contact information (e.g., name, email, phone number)
 - Employment and financial information (e.g., resumes, payment records)
 - Investor or partner information relevant to due diligence and contracting
 - System usage and access data for security and operational monitoring

4. Data Storage and Security

All data is stored on secure, access-controlled servers, with encryption protocols in place for sensitive information. MBK implements firewalls, antivirus protections, and multi-factor authentication to mitigate breaches and unauthorized access.

5. Data Access and Retention

Access to personal and confidential data is restricted to authorized personnel with a legitimate business need. Data is retained only for as long as required to meet regulatory, contractual, or operational needs and is securely deleted or anonymized afterward.

6. Third-Party Processors

MBK ensures that any third-party service providers who process data on its behalf are bound by data protection agreements and meet the same security standards. Due diligence and compliance audits are conducted regularly.

7. Data Subject Rights

Individuals have the right to access, correct, delete, or restrict the use of their personal data. Requests can be made by contacting MBK's data protection officer via official communication channels. MBK will respond within the legally mandated timeframe.

8. Breach Notification

In the event of a data breach involving personal information, MBK will notify affected individuals and regulators as required by law. The company maintains an incident response plan to investigate and remediate breaches swiftly.

9. Policy Review

This policy will be reviewed annually and updated to reflect changes in regulatory environments, technological advancements, or operational practices.

Last reviewed: April 2025