

Users Office will handle personal information as described below.

1. purpose of use

- (1) To provide support services
- (2) To contact in case of emergency

2. provision to third parties

Users Office will not provide personal information collected in the course of services to any third party without prior consent. However, this does not apply in any of the following cases: (1) When required by law (2) When necessary for the protection of the life, health, or property of an individual and difficult to obtain the consent of the individual (3) When particularly needed for the improvement of public health or promotion of healthy growth of children and difficult to obtain the consent of the individual.

3. handling after use

After the completion of support services, any information that is no longer needed will be disposed in a responsible and appropriate manner.

4. For inquiries regarding this matter

Users Office (Tsukuba)

1-1 Oho, Tsukuba City, Ibaraki Prefecture

Tel: 029-879-6135,6136

Fax: 029-879-6137

Email: usersoffice@mail.kek.jp

Please be sure to fully understand the following information before riding in a vehicle at the Users Office for living support.

●Eligible Users: KEK employees and KEK users registered in the KRS system who need assistance in daily life due to language or other reasons.

1. In the event of an accident that occurs while a User is riding in a KEK official vehicle, the User will be compensated within the limits of the automobile insurance policy that KEK has for official vehicles, and KEK will not accept any further claims for compensation.

2. In the event of an accident or trouble caused by the intentional or negligent act of the User, the User shall be responsible for handling the situation, and KEK shall not assume any responsibility.

3. If the accident is caused by a third party other than KEK, the user shall be compensated by the third party, and KEK will not accept any further claims for compensation.

4. Items other than the vehicle, such as child seats, are the personal property of the user's office, and KEK is not responsible for any injuries or problems caused by their use.

5. The same applies to the contractor's living support as described in 2 through 4. However, the automobile insurance coverage in 1. will be limited to the coverage of the automobile insurance policy of the vehicle owned by the contractor, and KEK will not accept any claim for compensation.

●Insurance coverage for KEK's official vehicles used by the Users Office

Bodily injury/property damage liability, and bodily injury indemnity: Unlimited

●Insurance coverage for vehicles used by contractors

Bodily injury/property damage liability: Unlimited

Bodily injury indemnity: 100 million yen

Passenger's personal accident: 30 million yen

Please check the surrounding carefully and cooperate in riding safely!

