

شركة صالح عبد العزيز الراشد وأولاده
Saleh Abdulaziz Al Rashed & Sons Co.

Personal Data Protection Policy

2026

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Definitions

The following terms and expressions - wherever they appear in this policy - shall have the meanings shown opposite each of them, unless the context requires otherwise:

Policy: The personal data protection policy of the Saleh Abdulaziz Al Rashed and Sons Company.

The Company: The Saleh Abdulaziz Al Rashed and Sons Company, and its affiliated branches.

The competent department: Any department that receives personal information in order to process it.

Scope of application: This policy covers all personal data processing operations that take place within the Saleh Abdulaziz Al Rashed and Sons Company.

Personal data: Any statement - regardless of its source or form - that may lead to identify individual, or make him/her identifiable directly or indirectly, including name, personal identification number, addresses, contact numbers, license numbers, records and personal property, bank account numbers and credit card numbers, (still or moving) images of the individual and other data of a personal nature.

Sensitive data: Any personal data that includes a reference to an individual's ethnic origin, tribal origin, religious, intellectual or political belief, or indicates his membership in civil associations or institutions. As well as criminal and security data, or vital features data that determines identity, or genetic data, or health data, location data, and data that indicates that an individual's parents or one of them are unknown.

Personal data owner: The individual to whom the personal data relates.

Personal data processing: Any process carried out on personal data by any means, whether manual or automated, including collection, recording, saving, indexing, arranging, coordination, storage, modification, updating, merging, retrieval, use, disclosure, transfer, publication, sharing in data or interconnection, blocking, erasure, and destruction.

Explicit Consent: Consent that is given directly and explicitly by the data subject in any form, clearly indicating their acceptance of the processing of their personal data in a manner that cannot be interpreted otherwise, and which can be proven.

implicit consent: Consent that is not explicitly granted by the data owner but is implicitly granted through the person's actions and the facts and circumstances of the situation, such as signing contracts or agreeing to terms and conditions.

Personal data leak: Any event that leads to the disclosure, damage, or illegal access to personal data, whether intentionally or unintentionally, by any means, whether automated or manual.

Personal Data Protection Policy

1- Purpose of the Policy.

The purpose of this policy is to state the procedures that regulate the process of protecting personal data and the methods of processing it, while maintaining the company's goal of creating a safe, organized and effective work environment. This policy includes any statement - regardless of its source or form - that would lead to knowing the individual specifically or make it possible to identify him directly or indirectly. The data covered by protection include name, personal identification number, addresses, contact numbers, license numbers, records and personal property, and other data of a personal nature.

2- Policy objectives.

This policy contributes to achieving several objectives; These are as follows:

- Ensuring the individual's right to access, correct and update his personal information.
- Preventing the collection of personal information without the express or implicit consent of its owner.
- Determining the specific purposes for collecting personal information and not using it for other purposes.
- Protecting personal information from unauthorized access or misuse.
- Ensuring that personal information is treated confidentially and securely.

3- Types of data.

- **Direct data:** Name, personal photos, fingerprints, record numbers (national ID, passport number, license number, bank account number), credit card, contact number, home address, user usage behavior, digital identifier (IP), email, health data.
- **Indirect data:** Age, gender (male, female), academic degree, salary, profession, related dates (date of birth, subscription, end of service), user nickname, place of birth, place of work.

4- Rights of the Data Owner.

- The right to be informed, including being notified of the legal basis or actual need to collect his personal data, and the purpose of that, and that his data will not be processed later in a manner that is inconsistent with the purpose of collecting it, for which he provided his implicit or explicit consent.
- The right to withdraw his consent to the processing of his personal data - at any time - unless there are legitimate reasons requiring otherwise.
- The right to access his personal data held by the company, in order to review it, request its correction, completion, or updating, and request the destruction of what is no longer needed, and obtain a copy of it in a clear format.

5- Limiting data usage, retention and disposal of data.

That the processing of personal data is restricted to the specific purposes for which the data subject has given his implicit or explicit consent, and that it is retained as long as necessary to achieve the specific purposes or as required by the applicable laws, regulations and policies in the Kingdom of Saudi Arabia and destroyed in a secure manner that prevents leakage, loss, embezzlement, misuse or unauthorized access.

6- Access to data.

Providing the e-mail (privacy@Salrashed.com.sa) which enables the data owner to access his personal data, to review, update and correct it.

7- Limiting data disclosure.

Personal data must not be disclosed to any third party, except for disclosure to official bodies whenever there is a legal justification for that.

8- Data quality.

Personal data must be kept accurately, completely and directly related to the purposes for which it was collected.

9- Marketing purposes.

- A- Prior approval must be obtained from the data owner for any marketing or advertising purpose.
- B- If the data owner wants to cancel the subscription to the marketing or promotional newsletter, the subscription must be canceled immediately upon request.

10- Transferring data to entities outside the Kingdom for the purpose of processing.

- In the event of transferring personal data covered by protection outside the Kingdom, the following must be adhered to:

A- The data transfer must not affect national security or the vital interests of the Kingdom, or the transfer is in violation of other regulations in the Kingdom.

B- The data transfer must be limited to the minimum necessary to achieve the purpose of the data transfer.

C- Ensure that such transfer will not affect the privacy of data owners, or the level of protection guaranteed in accordance with the law and its regulations.

11- Duration of retention of processing records.

The duration of retention of personal data processing records is (5 years) starting from the date of processing.

12- General provisions.

- In the event of processing personal data for a purpose other than that for which it was collected, prior consent must be obtained from the data owner.

- The data owners must be notified, and consent must be obtained from them in the event that the data is shared with other parties for use for purposes other than those specified.

- Other parties must be notified in the event of modification or destruction of any personal data.

- Technical and necessary measures are applied to reduce the risk of personal data leakage.

13- Final provisions

This Policy shall become effective and binding on the Company as of the date of its approval. As it was approved by the Chief Executive Officer on 13 July 2026, the Company shall comply with and implement this Policy from that date. Matters not expressly addressed in this Policy shall be governed by the Personal Data Protection Law (PDPL) and its Implementing Regulations.

14- References.

- The Personal Data Protection law issued by Royal Decree No. (M/19) dated 2/9/1443 AH, amended by Royal Decree No. (M/148) dated 9/5/1444 AH.

- The Executive Regulations of the Personal Data Protection law.