

The following items must be published
in accordance with the Personal Information Protection Law.

1. Purposes of Use of Personal Information

The Association handles personal information for the following purposes of use. If these purposes of use are changed, we will notify the individual or announce the change on our website.

Types of personal information	Purpose of use
Information related to eligibility	<ul style="list-style-type: none">• Subscriber management• Determination of monthly standard remuneration• Collection of insurance premiums• Issuance and management of various certificates• Linkage to online eligibility verification system• Information linkage based on the number law• Confirmation by cross-checking with residential information
Information on the income of insured persons and dependents	<ul style="list-style-type: none">• Certification and verification of dependents• Issuance and management of elderly beneficiary certificates and standard charge reduction certificates
Information on the income and status of dependents (including those who wish to become dependents) and their cohabiting family members	<ul style="list-style-type: none">• Certification and verification of dependents
Information about the insurer to which the person who lost eligibility has newly joined	<ul style="list-style-type: none">• Implementation of Receipt Transfer• Implementation of coordination between insurers
Information on cash benefits	<ul style="list-style-type: none">• Examination and payment of insurance benefits• Information linkage based on the number law
Information on medical receipts	<ul style="list-style-type: none">• Inspection and payment of insurance benefits,• Issuance of medical fee notices,• Medical fee analysis for the purpose of subscriber health management and policy planning,• Application for high-cost medical subsidies to the National
Subscriber account information	<ul style="list-style-type: none">• Payment of insurance benefits• Payment of subsidies• Refund of premiums, etc.

Information on health examinations	<ul style="list-style-type: none"> • Recommendation of medical checkups to those who have not yet received medical checkups • Identification of persons eligible for health guidance • Analysis of health examination results for the purpose of health management and policy planning for subscribers • Recommendation of medical examination for those who need medical treatment • Reporting the results of the specified medical checkups to the Government • Linkage to online eligibility verification system
Information on health guidance	<ul style="list-style-type: none"> • Recommendation of the use of health guidance • Analysis of the results of health guidance for the purpose of health management of subscribers and policy planning • Reporting the results of specific health guidance to the government
Information on health services (various subsidies and incentive point grants)	<ul style="list-style-type: none"> • Management of users • Screening and payment of subsidies • Screening and granting of incentive points
Information on the labor status of insured persons	<ul style="list-style-type: none"> • Examination and payment of sickness and injury benefits • Examination and payment of maternity allowance
Information on the status of medical treatment obtained through inquiries to physicians, etc.	<ul style="list-style-type: none"> • Examination and payment of injury and illness benefits • Examination and payment of medical treatment expenses
Information on third-party actions (traffic accidents, etc.)	<ul style="list-style-type: none"> • Claiming compensation against the perpetrator and insurance company
Information about our Association Committee members	<ul style="list-style-type: none"> • Communication regarding Association Committee and board meetings • Conducting election and training
Information about our health insurance Association's employees	<ul style="list-style-type: none"> • Employment management • Conducting training • Providing employee benefits

※In the following cases stipulated in each item of Article 21, Paragraph 4 of the Personal Information Protection Act, we may not notify or publicly announce the purpose of use.

1. When notifying the individual of the purpose of use or publicly announcing it would be harmful to the life, body, property, or other rights and interests of the individual or a third party.

2. When notifying the individual of the purpose of use or publicly announcing it would be harmful to the rights or legitimate interests of WDTJ Health Insurance Association.
3. When it is necessary to cooperate with a national institution or local government in carrying out business prescribed by law, and notifying the individual of the purpose of use or publicly announcing it would be harmful to the performance of said business.
4. When the purpose of use is deemed clear from the circumstances of acquisition.

2.Details of safety control measures

Organizational safety management measures.	<p>WDTJ Health Insurance Association will appoint a person responsible for handling personal information.</p> <p>The Association will clarify the staff who will handle personal data and the scope of personal data they will handle.</p> <p>The Association have established a system for emergency contact with the person responsible in the event that we become aware of facts or signs of violations of the law or the Health Insurance Association's regulations.</p> <p>The Association regularly conduct self-inspections of the handling of personal data, and audits are conducted by auditors.</p>
Personnel safety management measures.	<p>Matters concerning confidentiality of personal data will be stipulated in work regulations of WDTJ Health Insurance Association.</p> <p>Regular training will be provided to our Association's employees on important points concerning the handling of personal data.</p> <p>The effectiveness of this training will be verified and reflected in measures for protecting personal information.</p>
Physical safety control measures.	<p>In areas where personal data is handled, the Association manages the entry and exit of employees and restrict the devices they can bring in.</p> <p>The Association also implements measures to prevent unauthorized persons from viewing personal</p>

	<p>data.</p> <p>The Association takes measures to prevent theft or loss of devices, electronic media, documents, etc. that handle personal data.</p> <p>The Association also implements measures to prevent personal data from being easily discovered when such devices, electronic media, etc. are carried, including when moving around the workplace.</p>
Technical safety control measures.	<p>The Association has introduced a mechanism to protect information systems that handle personal data from unauthorized external access and malware. The Association is constantly reviewing this mechanism and implementing strict access control for such information systems.</p> <p>The Association limits the persons in charge and the scope of personal information databases, etc. that they handle.</p>

3.Procedures for responding to requests for disclosure, etc. of personal data held by WDTJ Health Insurance Association.

In accordance with the guidelines established by WDTJ Health Insurance Association, the Association will respond to requests for notification of the purpose of use of retained personal data, disclosure, correction, etc. (correction, addition, deletion), or suspension of use, etc. (suspension of use, erasure, suspension of provision to third parties).

4.Contact for complaints regarding the handling of retained personal data

WDTJ Health Insurance Association

TEL 03-6380-1635*Japanese only

E-mail info@wdtj-kenpo.jp

Reception time Weekdays 10:00 to 12:00, 13:00 to 15:00