

Construction Career Up System – Privacy Policy

General Incorporated Construction Industry Foundation

The General Incorporated Construction Industry Foundation (hereinafter referred to as "the Foundation") establishes this Privacy Policy in order to ensure the proper handling of personal data based on the Act on the Protection of Personal Information (Act no. 57 dated 30 May 2003, hereinafter referred to as "PIIA") related to the use of the Construction Career Up System (hereinafter referred to as "the System") operated by the Foundation.

1. Business name

General Incorporated Construction Industry Foundation

2. Compliance with relevant laws, regulations, and guidelines

The Foundation handles personal data in an appropriate way, complying with the PPIA and other relevant laws and guidelines, this policy and other regulations defined by the Foundation.

3. Purpose of use

The Foundation uses the personal information within the scope specified in section "1. Purpose of use" of the Appendix "Handling of personal information in the Construction Career Up System".

4. Sharing of personal information

The Foundation shares the personal information within the scope necessary to achieve the above purpose of use specified in section "2. Sharing of personal information" of the Appendix "Handling of personal information in the Construction Career Up System".

5. Provision of personal information to a third party

The Foundation handles the provision of personal information to a third party according to section "3. Provision of personal information to a third party" of the Appendix "Handling of personal information in the Construction Career Up System".

6. Safety management measures

The Foundation takes necessary and appropriate safety management measures for the management of personal data, such as the prevention of data leakage, loss or damage. In addition, the Foundation also implements supervision deemed necessary and appropriate on employees and vendors (including subcontractors) who are authorised to handle personal data.

7. Disclosure and correction of information

Upon the request to disclose or correct personal information of a person concerned, the Foundation will do so once the identity of that person is confirmed, except for special reason(s).

Use the information below to contact us regarding this matter:

General Affairs, General Incorporated Construction Industry Foundation

TEL: 03 (5473) 4570

Time: 9:00 ~ 17:30 (excluding Saturdays, Sundays, national holidays, and New Year's holidays)

Construction Career Up System – Handling of Personal Information

1. Purpose of use

The General Incorporated Construction Industry Foundation (hereinafter referred to as "the Foundation"), for the proper operation of the Construction Career Up System (hereinafter referred to as "the System"), defines the purpose of use of the acquired personal information of the Registrants and Registered Users (an individual or organization registered for the use of the System; the same shall apply hereinafter) as follows.

(1) For proper assessment of an engineer with regards to his/her skills and experience and improvement of working conditions, the engineer, his/her business operator and main contractor register, store, and update the "Engineer's basic information" (referred to as personal information listed in Table 1; the same shall apply hereinafter) and "Engineer's work history" (referred to as personal information listed in Table 2; the same shall apply hereinafter) on the System as follows:

(1)-1. The engineer (or his/her Business Operator, business association, etc.) registers and updates the engineer's basic information on the System.

(1)-2. The engineer's Business Operator, main contractor or the engineer himself/herself registers, stores, and updates the engineer's work history information on the System.

(1)-3. The engineer's Business Operator, main contractor or the engineer himself/herself registers and updates the "Business Operator's information" (referred to as personal information listed in Table 3; the same shall apply hereinafter), "Site/Contract information" (referred to as personal information listed in Table 4; the same shall apply hereinafter) constituting the engineer's work history information on the System.

(1)-4. Register, store, update the Engineer's work history information, Engineer's basic information, Business Operator's information, and Site/Contract information on the System by linking (sharing) to private and secure entry/exit management systems and safety management systems certified by the Foundation.

(2) For registered users to understand and properly assess the capabilities of excellent engineers and their Business Operators using the Engineer's basic information, Engineer's work history information, his/her Business Operator's information and Site/Contract information registered and stored on the System as described in item (1). To improve the engineer's employment stability and working conditions, as well as the mechanism to assess the technical capabilities of the engineer and construction capabilities of the business operator.

(2)-1. Share the Engineer's basic information, Engineer's work history information, Business Operator's information, and Site/Contract information among the Registered Users. However, for companies other than the engineer's Business Operator, this does not apply to the engineer's basic information and work history information items that the engineer himself/herself or his/her Business Operator does not agree to share.

(2)-2. For the engineer's basic information and work history information, only items of which consent from the engineer himself/herself has been obtained shall be provided within necessary scope to the evaluating body for the assessment of the engineer's technical capabilities and the Business Operator's construction capabilities.

(3) More properly and efficiently, for the main contractor and main subcontractor to ensure safety and health at the site when the engineers enter and work at the site, to ensure social insurance participation, to ensure appropriate issue of mutual aid certificate of the construction industry retirement allowance mutual aid system for proper management and work implementation at the site and improvement of construction quality using the Engineer's basic information, Engineer's work history information, Business Operator's information and Site/Contract information registered and stored as described in (1).

(3)-1. The Engineer's basic information, Engineer's work history information, Business Operator's information, and Site/Contract information are shared within the necessary scope with the main contractor, main subcontractor of the site, and the engineer's Business Operator.

(3)-2. The Engineer's basic information, Engineer's work history information, the Business Operator's information, and Site/Contract information will be linked (shared) to private and secure entry/exit management systems, safety management systems certified by the Foundation and the System.

(4) To ensure proper and smooth operation of the System, such as registration process, communication, the engineer's identity verification, the Business Operator's identity verification, etc.

(5) For the development of the System, public relations activities to related parties, and necessary investigation for the enhancement of the System.

(6) For investigation and analysis of problems in the construction industry.

2. Sharing of personal information

The Foundation shares the personal information of the Registered Users according to the following details.

(1) Sharing purpose:

Similar to the Purpose of Use items (1) ~ (3).

(2) Items of personal information to be shared:

- ① Engineer's basic information
- ② Engineer's work history information
- ③ Business Operator's information
- ④ Site / Contract information

However, regarding item (2)-1 in the Purpose of Use, for companies other than the engineer's Business Operator, sharing does not apply to the engineer's basic information and work history information items that the engineer himself/herself or his/her Business Operator does not agree to share.

(3) Scope of Sharing

① Users or operators of private entry/exit management systems and safety management systems (only those certified by the Foundation as satisfying the requirements to be linked with the System) that hold or intend to hold all or part of the basic information and work history information of the engineers who engage in or will be engaged in the construction work (the Purpose of Use items (1)-4 and (3)-2).

② The Registered Users of the System (the Purpose of Use items (2)-1 and (3)-1). However, for item (3)-1, it is limited to the engineer's Business Operator, the main contractor and the main subcontractor.

(4) The person/party responsible for managing personal information

- ① The General Manager of the Construction Career Up System
- ② Private systems certified by the Foundations
- ※ Name of each system shall be separately provided.

3. Provision of personal information to a third party

The Foundation does not provide personal information of the Registered Users to third parties except the following cases:

- ① When consent from the Registered Users is obtained.
- ② When requested by the law.
- ③ When it is necessary for the protection of human life, body or property and it is difficult to obtain the consent of the Registered Users.
- ④ When it is particularly necessary to promote the public health or the sound development of children and it is difficult to obtain the consent of the Registered Users.
- ⑤ When it is required to cooperate with a state organ, a local government in executing the affairs prescribed by the laws, in which obtaining the consent of the Registered Users is likely to impede the execution of the affairs concerned.
- ⑥ When outsourcing a job within necessary scope to achieve the Purpose of Use.
- ⑦ When providing information to the persons/parties mentioned in section "2. Sharing of personal information".

Personal information details:

【Table 1】 Engineer's basic information	
1.	Full name
2.	Common name
3.	Gender
4.	Date of birth
5.	Face photo
6.	Blood type
7.	Address
8.	Phone number
9.	Emergency contact
10.	FAX number
11.	Email address
12.	Business operator
13.	Date of employment
14.	Status of social insurance participation (health insurance, pension insurance, employment insurance, special enrollment to compensation insurance)
15.	Status of retirement allowance mutual aid system participation (construction industry retirement allowance mutual aid, SME retirement allowance mutual aid)
16.	Certificates, training history, awards, etc.
17.	Medical examination (date, type)
18.	Profession
19.	Years of experience/Work history
20.	Education background required to become chief engineer
21.	Ranking based on technical capabilities, certificates, etc.
22.	Company system / service ID
23.	Nationality and status of residence

【Table 2】 Engineer's work history information	
1.	Engineer's name
2.	Business operator's name
3.	Site level (according to the on-site work hierarchy)
4.	Main contractor's name
5.	Working site
6.	Position (such as foreman)
7.	Job description (such as job type)
8.	Engagement in harmful work

9.	Other relevant information
10.	Date of entry
11.	Time of entry
12.	Exit date and time
13.	Type of registration (registration on the system or direct entry)
14.	Registrant (registration on the system / direct entry)
15.	Registration date and time
16.	Update date and time
17.	Card issuing frequency
18.	Other information (optional)
19.	Business operator's confirmation date and time
20.	Other information
21.	Main contractor's confirmation date and time
22.	Other information

【Table 3】 Business operator's information

1.	Business name (business operator's name or branch name)
2.	Representative person's name
3.	Contact person / Contact information
4.	Address
5.	Capital
6.	Construction business license (license accomplishment, license number, date of expiration, business type)
7.	Completed construction volume (sales)
8.	Status of social insurance participation (health insurance, pension insurance, employment insurance)
9.	Status of retirement allowance mutual aid system participation (construction industry retirement allowance mutual aid, SME retirement allowance mutual aid)
10.	Special enrollment to compensation insurance
11.	Electronic certificate type and number
12.	Major clients
13.	Corporate number
14.	Standard company code (CI-NET)
15.	Company system / service ID
16.	Commendation (such as Recognition of Excellence)
17.	Membership of professional institutions
18.	Account information

【Table 4】 Site / Contract information

1.	Working site
2.	Site name
3.	Phone number
4.	Contact information (contact person, email address, other information)
5.	Construction name
6.	Client's name
7.	JV contractor's name
8.	Contractor's name (business name, sales office / place of business / branch name, title, contracting party's name)
9.	Contract amount
10.	Construction period (contract start date and completion date, implementation start date and completion date)
11.	Construction description (purpose of use, construction type, structure, construction area, floor area, number of floors, etc.)
12.	Handling of hazardous substances
13.	Construction system (hierarchy information – 04 patterns)
14.	View / Edit settings