



Personal Data Protection Policy

Office of the Narcotics Control Board (ONCB)

1. Limiting Collection of Personal Data

The ONCB shall collect personal data of the data subject in a lawful and fair manner, as deemed necessary in accordance with the objective or framework of its operation or as prescribed by law, and the ONCB will request for the data subject's consent prior to acquiring collection of personal data, except in cases prescribed by law in Article 24 or Article 26 of the Personal Data Protection Act B.E. 2562 (2019) or in other cases as formulated by this Policy.

1. For the convenience of facilitating services to data subject who uses the service of the ONCB's website, the website will collect your personal data i.e., IP Address or as prescribed by the Computer-related Crime Act B.E. 2550 (2007) and its amendment.

2. Personal data that the ONCB collects directly from the data subject through various channels, i.e., subscription process, job application, signing the contract, documents, creating survey form, registration for meetings, trainings, seminars, registration for use of information systems or when the data subject communicates with the ONCB at its offices or through other communication channels supervised by the ONCB.

3. Personal data collected by the ONCB in accordance with the objectives and missions of the ONCB within the scope of the relevant laws.

2. Quality of Personal Data

The ONCB collects personal data of the data subject for use, in the operation according to the ONCB's mission, between the data subject and the ONCB in accordance with the authority and objectives of the operation of the ONCB as prescribed by the law; wherein the ONCB shall collect such data by taking into account the accuracy, completeness and currentness of the data.

3. Purpose of personal data collection

The ONCB collects, stores, uses personal data of the data subject for the purpose of utilization for the benefit of the operation according to the authority of ONCB, within the scope of the relevant laws. If, later on, the ONCB has changed the purpose of the personal data collection and storage, the ONCB shall notify the data subject, and shall additionally record such rectification as evidence.

4. Restrictions on the personal data utilization

The ONCB shall not disclose personal data of the data subject beyond the purpose of data collection and storage except the data subject has given consent or in case allowed as prescribed by the law.

5. Security

5.1 The ONCB has established proper personal data security measures, including raising awareness of the responsibility of personal data security in accordance with the ONCB's policies and guidelines for ensuring the information technology security, in which the ONCB Officers shall strictly comply with the regulations and prevent data loss, unauthorized access, destruction, use, modification, alteration, or disclosure of personal data.

5.2 The ONCB conducts website security audit and security risk assessment of all websites or all information systems at least once a year to check and improve the websites or information systems to be up-to-date, safe from electronic threats, and add protective measure against vulnerabilities.

6. Disclosure of Operations, Policies and Guidelines with respect to Personal Data.

The ONCB shall disclose policies and guidelines of personal data protection and if there are any amendments, the ONCB shall publicize the amendments via its website: www.oncb.go.th. In case the data subject wants to examine the existence and characteristics of personal data, as well as the purpose of data utilization, the data subject can request for the examination at the ONCB's headquarters and regional offices except for any other personal data that ONCB has collected as stipulated in the Order of the Office of the Narcotics Control Board related to the classification of information of government agencies, which is not required to be disclosed.

7. Data Subject Participation

ONCB shall disclose details of personal data upon receiving a request from the data subject, successor, legal representative or legal guardian, by filling out the Request Form specifying the purpose of data usage at the office of ONCB. The ONCB shall complete the request within 30 days from the date of receipt of the request. In case that the data subject, successor, legal representative, or legal guardian has an objection to data storage, data accuracy, or any action such as notification of personal data rectification or deleting personal data, etc. The ONCB will record the objection as evidence.

In this regard, the ONCB may deny a request for personal data, in case of a denial under the law or court order or in the case that the personal data of the data subject is made anonymous or indescriptive by which the data subject can be identified, by making a clarification to inform the data subject.

8. Responsibilities of the data controller

The person designated by the ONCB to be involved in the collection, storage, use, and disclosure of personal data must give priority to and be responsible for storing and protection of the personal data stored in accordance with the Personal Data Protection Policy and Guideline as prescribed strictly, including coordinating and cooperating with the Office of the Personal Data Protection Commission (PDPC) to comply with the Personal Data Protection Act B.E. 2562 (2019).

9. Contacting the ONCB

In case that the service user has any questions, suggestions or comments regarding ONCB's policies and guidelines of personal data protection, the service user can contact the ONCB as below:

Address: 5 Din Daeng Road, Samsennai Sub-District, Phayathai District, Bangkok 10400, Thailand

Telephone : 0 2247 0901-19

Facsimile : 0 2246 8526, 0 2247 7217

Electronic Mail : saraban@oncb.go.th

Website : www.oncb.go.th

Information Center of ONCB, Location: Building 1, 1st floor, ONCB