



PERSONAL INFORMATION COLLECTION STATEMENT

個人資料收集聲明 (this “Statement”) (「本聲明」)

AIA Company (Trustee) Limited (the “Company”, “we”, “us” or “our”) is a wholly owned subsidiary of AIA Group Limited. AIA Group Limited, together with its subsidiaries and affiliates are collectively referred to in this Statement as the “AIA Group” and individually referred to as an “AIA Entity”.

友邦（信託）有限公司（「本公司」、「我們」）乃友邦保險控股有限公司的全資附屬公司。在本聲明內，友邦保險控股有限公司連同其附屬公司及聯營公司將統稱為「友邦集團」並單獨稱為「友邦機構」。

From time to time, it is necessary for you, as (prospective) participating employers (“Participating Employers”) and/or members (“Members”) (collectively referred to as “you” or “your”), to provide the Company with certain personal data relating to you in connection with the application for and provision of pension schemes as well as the carrying out by the Company of other services relating to the pension schemes. Failure to supply such data may result in the Company being unable to process your application for pension schemes or to provide or continue to provide the pension schemes and/or relevant services to you. During the course of your relationship with the Company, further personal data relating to you, may also be collected in the ordinary course of our business. If you provide personal data to the Company about another individual, you confirm that you are either (i) the parent or legal guardian of the individual, or (ii) you have obtained the individual’s consent to provide his or her personal data to the Company, and for such personal data to be used, processed, disclosed and transferred in accordance with this Statement.

在閣下申請及由本公司提供退休金計劃，及當本公司提供與該等退休金計劃及服務相關之其他服務時，作為（準）參與僱主（「參與僱主」）及/或成員（「成員」）（統稱「閣下」），閣下必須不時向我們提供若干關於閣下的個人資料。若閣下未能提供該等資料，可能會令本公司無法處理閣下的退休金計劃申請或向閣下提供或繼續提供退休金計劃及/或相關服務。在閣下與本公司的日常業務過程中，本公司亦可能會在日常業務運作的過程中收集關於閣下的其他個人資料。若閣下向本公司提供關於其他人士的個人資料，閣下確認閣下是(i) 該名人士的父母或法定監護人，或(ii) 閣下已獲得該名人士的同意，向本公司提供該人士的個人資料，並同意該等個人資料可根據本聲明被使用、處理、披露及轉移。

(1) PURPOSES FOR COLLECTING PERSONAL DATA 個人資料收集目的

Personal data relating to you held or collected by the Company (including but not limited to credit information and claims history) may be used by the Company for the following purposes (“Purposes”):

本公司所持有或收集的有關閣下的個人資料（包括但不限於信用資料及以往申索紀錄）可能會被本公司用作下列用途（「訂明用途」）：

- (i) processing, accepting and/or rejecting applications for Pension Schemes (as defined below);
處理、接受及/或拒絕該等退休金計劃（如下文定義）的申請；
- (ii) the administration and/or management of or in connection with the contributions or benefits or accounts in respect of the Participating Employers and/or Members under the pension schemes (the “Pension Schemes”) administered by AIA Entities;
由友邦機構執行的退休金計劃（「該等退休金計劃」）下參與僱主及/或成員的供款、權益或帳戶的執行及/或管理，或與其供款、權益或帳戶相關的執行及/或管理；
- (iii) providing Pension Schemes and related services to you, and processing requests made by you, from time to time in relation to the Pension Schemes and related services, including but not limited to making contributions, transfer of benefits, switching of pension funds and withdrawal of benefits;
為閣下提供該等退休金計劃及相關服務，並處理閣下不時就該等退休金計劃及相關服務提出的要求，包括但不限於作出供款、轉移權益、退休基金轉換及提取權益；
- (iv) subject to your consent, conducting direct marketing activities of pension products and related services offered by AIA Entities as described in paragraph (3) below;
如已取得閣下同意，進行下文第(3)段所述友邦機構提供的退休金產品及相關服務的直接促銷活動；
- (v) performing functions and activities incidental to the provision of Pension Schemes and related services, including, without limitation, reporting, maintenance of online and other services, identity verification, data analysis, research and statistical analysis;
執行與所提供的該等退休金計劃及相關服務相關的功能及活動，包括但不限於報告、維持網上及其他服務、核實身份、資料分析、研究及統計分析；
- (vi) improving and furthering the provision of Pension Schemes and related services (including through customer research or surveys) offered by AIA Entities, subject to applicable legislation;
在適用法例規限下，提升及進一步提供由友邦機構提供的該等退休金計劃及相關服務（包括透過客戶研究或調查）；
- (vii) complying with the obligations, requirements and/or arrangements for disclosing and using data that bind on or apply to the Company and/or the AIA Group or that the Company and/or the AIA Group is expected to comply with according to:
履行根據下列各項對本公司及/或友邦集團具有約束力或適用或期望本公司及/或友邦集團遵守的就披露及使用資料的義務、要求及/或安排：
 - (a) any law binding on or applying to it within or outside the Hong Kong Special Administrative Region (“Hong Kong”) existing currently and in the future (e.g. the Inland Revenue Ordinance and its provisions including those concerning automatic exchange of financial account information);
不論於香港特別行政區（「香港」）境內或境外及不論目前或將來存在的對其具法律約束力或適用的任何法律（例如稅務條例及當中的條款，包括與自動交換財務帳戶資料相關的條款）；
 - (b) any guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other

authorities, or self-regulatory or industry bodies or associations of insurance or financial services providers within or outside Hong Kong existing currently and in the future (e.g. guidelines or guidance given or issued by the Inland Revenue Department including those concerning automatic exchange of financial account information); or
不論於香港境內或境外及不論目前或將來存在的任何法律、監管、政府、稅務、執法或其他機關、或保險或金融服務供應商的自律監管機構或行業組織或協會所作出或發出的任何指引（例如稅務局作出或發出的指引、包括與自動交換財務帳戶資料相關的指引）；或

- (c) any present or future contractual or other commitment with local, national or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations of insurance or financial services providers that is assumed by or imposed on the Company or the AIA Group by reason of its financial, commercial, business or other interests or activities in or related to the jurisdiction of the relevant local or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations; 本公司或友邦集團因其位於或跟相關本地、國家或外地的法律、監管、政府、稅務、執法或其他機關、或保險或金融服務供應商的自律監管機構或行業組織或協會的司法管轄區有關的金融、商業、業務或其他利益或活動、而向該等本地、國家或外地的法律、監管、政府、稅務、執法或其他機關、或有關的自律監管機構或行業組織或協會承擔或被彼等施加的任何目前或將來的合約或其他承諾；
- (viii) complying with any obligations, requirements, policies, procedures, measures or arrangements for sharing data and information within the AIA Group and/or any other use of data and information in accordance with any group-wide programs for compliance with sanctions or prevention or detection of money laundering, terrorist financing or other unlawful activities; 遵守友邦集團為符合制裁或預防或偵測洗黑錢、恐怖分子融資活動或其他非法活動的任何方案就於友邦集團內共用資料及數據及/或資料及數據的任何其他使用而指定的任何義務、要求、政策、程序、措施或安排；
- (ix) enabling an actual or proposed assignee, transferee, participant or sub-participant of the Company's rights or business (or portions thereof) to evaluate or carry out the transaction intended to be the subject of the assignment, transfer, participation or sub-participation; and 允許本公司的權利或業務的實際或建議承讓人、受讓人、參與人或附屬參與人、就擬涉及的轉讓、出讓、參與或附屬參與的交易(或其部分)進行評估或執行有關交易；及
- (x) any other purposes relating to the purposes listed above. 與上述用途有關的其他用途。

(2) TRANSFER OF PERSONAL DATA 個人資料的轉移

Personal data held by the Company relating to you will be kept confidential but the Company may provide such data to the following parties, whether inside or outside of Hong Kong, to fulfil the Purposes set out above in paragraph (1) of this Statement:

本公司所持有關於閣下的個人資料將會保密，但本公司可能會向以下各方，不論於香港境內或境外，提供該等資料以符合本聲明以上第(1)段所列出的訂明用途：

- (i) any agent, contractor or third party service provider who provides services to the Company in connection with the operation of its pension business including administrative, telecommunications, computer, payment, data processing, storage, customer research or survey or other services in connection with the operation of the Pension Schemes; 就退休金業務運作向本公司提供服務的任何代理人、承辦人或第三方服務供應者，包括行政、電訊、電腦、付款、資料處理、儲存、客戶研究或調查或其他與該等退休金計劃運作相關的服務；
- (ii) relevant Participating Employers (if applicable); 相關參與僱主（如適用）；
- (iii) any person or entity to whom the Company or the AIA Group is under an obligation or otherwise required to make disclosure under the requirements of any law or rules, regulations, codes of practice, guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations binding on or applying to the Company or the AIA Group or with which the Company or the AIA Group is expected to comply, or to establish, exercise or defend or to protect legal claims, to protect the rights, property or safety of the Company or the AIA Group, or any disclosure pursuant to any contractual or other commitment of the Company or the AIA Group with local, national or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations, all of which may be within or outside Hong Kong and may be existing currently and in the future; 本公司或友邦集團根據法律、監管、政府、稅務、執法或其他機關、或自律監管機構或行業組織或協會所作出或發出對本公司或友邦集團具有約束力或適用或期望其遵守的法律或規則、規例、實務守則、指引或為建立、行使或捍衛或保護法律索償、保護本公司或友邦集團的權利、財產或安全、或根據本公司或友邦集團向本地、國家或外地的法律、監管、政府、稅務、執法或其他機關、或自律監管機構或行業組織或協會的任何合約或其他承諾（以上不論於香港境內或境外及不論目前或將來存在的），而有義務或以其他方式被要求向其作出披露的任何人士或機構；
- (iv) AIA Entities; 友邦機構；
- (v) any actual or proposed assignee, transferee, participant or sub-participant of the Company's rights or business; and 本公司的權益或業務的任何實際或建議承讓人、受讓人、參與人或附屬參與人；及
- (vi) any persons who/which you have given instructions, authorization and consent to the Company in order to communicate with and provide information to them. 任何閣下已發出指示、授權及同意本公司向其溝通及提供資料的人士。

From time to time, AIA Group or the Company may purchase a business or sell one or more of the Company's business(es) (or portions thereof). In the event that AIA Group or the Company purchase(s) a business, the personal data received with that business would be treated in accordance with this Statement, if it is practicable and permissible to do so. In the event that AIA Group or the Company sell(s) a business, provisions will be included in the selling contract requiring the purchaser to treat your personal data in the same manner required by this Statement.

友邦集團或本公司可能不時收購業務或出售一項或多項本公司業務（或其部分）。如友邦集團或本公司收購業務，若情況可行及允許，該業務下接收的個人資料將會根據本聲明處理。如友邦集團或本公司出售業務，銷售合約中將包含要求買方按本聲明所要求的方式處理閣下的個人資料之條款。

(3) USE AND PROVISION OF PERSONAL DATA IN DIRECT MARKETING 在直接促銷中使用及提供個人資料

Subject to your consent, the Company may use your personal data we collected for direct marketing of Pension Schemes and related services as described below:

如本公司已取得閣下同意，本公司可以把我們收集的閣下之個人資料用於該等退休金計劃及相關服務的直接促銷如下所述：

- (i) your name, your contact details, products and services portfolio information, transaction pattern and behaviour, financial background and demographic data of you collected by the Company from time to time may be used by the Company in direct marketing; and
本公司可以把本公司不時收集的閣下之姓名、閣下之聯絡資料、產品及服務組合資料、交易模式及行為、財務背景及人口統計數據用於直接促銷；及
- (ii) the pension products and related services offered by AIA Entities may be marketed.
可以就友邦機構提供的退休金產品及相關服務進行促銷。

If you do not wish the Company to use your personal data we collected for direct marketing of pension products and related services, you may exercise your opt-out right by notifying the Company. To exercise your opt-out right, you may write to the Data Protection Officer of the Company at the address and email address provided in paragraph (4) of this Statement, or provide the Company with your opt-out choice in the relevant application form (if applicable).

如閣下不希望本公司使用本公司收集的閣下之個人資料作退休金產品及相關服務的直接促銷，閣下可通知本公司以行使閣下的拒絕促銷選擇權。如欲行使拒絕促銷選擇權，閣下可根據本聲明第(4)段所提供的地址及電郵以書面向本公司的資料保障主任提出有關要求，或於有關的申請表格內向本公司表達閣下拒絕促銷的意願（如適用）。

(4) DATA ACCESS AND CORRECTION RIGHT 查閱及改正資料權利

In accordance with the Personal Data (Privacy) Ordinance (the “**Ordinance**”), you have the right to request access to and the correction of any of your personal data held by the Company, by writing to the Data Protection Officer of the Company at the following address and email:

根據個人資料(私隱)條例（「**條例**」）規定，閣下有權要求查閱及更正任何本公司持有閣下的個人資料，請以書面經以下地址及電郵向本公司的資料保障主任提出：

The Data Protection Officer
AIA Company (Trustee) Limited
c/o AIA International Limited (as administrator)
12/F, AIA Tower, 183 Electric Road,
North Point,
Hong Kong
Email: AIAHK.Compliance@aia.com

資料保障主任
友邦（信託）有限公司
轉交友邦保險(國際)有限公司(作為管理人)
香港北角電氣道 183 號友邦廣場 12 樓
電郵：AIAHK.Compliance@aia.com

According to the Ordinance, the Company has the right to charge a reasonable fee for the processing of any data access request.
根據條例，本公司有權就處理任何查閱資料要求收取合理費用。

- (5) You also have the right to request for the Company's policies and practices in relation to personal data and to be informed of your personal data that is held by the Company by writing to the Company's Data Protection Officer at the address and email provided in paragraph (4) of this Statement.
閣下亦有權根據本聲明第(4)段所提供的地址及電郵向本公司的資料保障主任索取本公司有關個人資料私隱的政策及實務運作資料，並獲告知本公司持有的閣下之個人資料。
- (6) Nothing in this Statement shall limit your rights under the Ordinance.
本聲明不會限制閣下在條例下所享有的權利。
- (7) The Company retains the right to change this Statement.
本公司保留修改本聲明的權利。
- (8) A Privacy Addendum under the Personal Information Protection Law of the People's Republic of China supplements this Statement and is available at <https://www.aia.com.hk/en/privacy-statement-main>. The Privacy Addendum applies to you if you are within mainland China.
根據中華人民共和國《個人信息保護法》而訂立的私隱附錄就本聲明進行補充，並可在以下網址下載：
<https://www.aia.com.hk/zh-hk/privacy-statement-main>。若閣下正身處中國大陸，該私隱附錄將適用於閣下。

Issued by AIA Company (Trustee) Limited
由友邦（信託）有限公司發出

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