



# 新鴻基地產保險有限公司 Sun Hung Kai Properties Insurance Ltd.

新鴻基地產集團成員  
Member of Sun Hung Kai Properties Group

## Sun Hung Kai Properties Insurance Limited (the "Company") Circular to Customers relating to the Personal Data (Privacy) Ordinance Use of Personal Data

The Company hereby gives the Insured notice that the personal data supplied or to be supplied by the Insured to the Company in connection with this Policy will be used for:

- (a) the Company's daily operation, and for provision of insurance, financial or other services;
- (b) processing applications for the issue of insurance policies and their renewal;
- (c) providing subsequent services for any insurance policies and other financial products or services;
- (d) processing, analyzing and investigating any claim under any insurance policy;
- (e) designing and marketing to the Insured or otherwise the Company's products and services; and
- (f) facilitating communication between the Insured and the Company.

The personal data in respect of the Insured and the Insured Person, whether supplied by the Insured or collected by the Company through other means, will be treated with the strictest level of confidence but may be disclosed to:

- (a) its employees, agents and intermediaries;
- (b) any of its associated, holding, subsidiary or related companies, and any other companies carrying on insurance or reinsurance business;
- (c) any of its claims investigation companies, legal advisors, accountants or other service providers;
- (d) any association, federation or other organization of the insurance industry; and
- (e) any law enforcement agencies under any law binding on the Company.

Pursuant to the Personal Data (Privacy) Ordinance, the Insured is entitled to have access to the personal data which is held by the Company and/or to correct such data on payment of a reasonable fee to cover the Company's administrative charges and expenses. Such request should be made in writing with 7-days advance notice to:

Data Privacy Compliance Officer,  
Sun Hung Kai Properties Insurance Ltd.  
2305-16, Sun Hung Kai Centre,  
30 Harbour Road,  
Wanchai,  
Hong Kong

### 新鴻基地產保險有限公司 (本公司) 就個人資料(私隱)條例 致客戶有關個人資料的通告

關於投保人在本公司所出具之保單，本公司謹此通知投保人所提供的或將提供的個人資料將作以下用途：

- (甲) 本公司的日常運作及提供保險，財務及其他服務；
- (乙) 處理保單之發出及續期申請；
- (丙) 提供保險及其他財務之銷後服務；
- (丁) 處理，分析及調查任何保單之賠償；
- (戊) 設計及推廣本公司的產品及服務；及
- (己) 方便本公司與投保人通訊。

投保人保單內提供之個人資料，包括受保人之個人資料在內，無論是投保人提供或本公司從其他途徑搜集，一切將受最嚴謹保護，但可向以下人士披露：

- (甲) 本公司僱員，經紀及中介人；
- (乙) 任何本公司之聯營及有關之公司，及任何經營業務之公司；
- (丙) 任何本公司之賠償調查公司，法律顧問，會計師及其他服務提供者；
- (丁) 任何保險業公會，協會或保險工業組織；及
- (戊) 根據對本公司有約束性之法例，有權索取此等資料之執法機關。

根據及按照上述條例之規定，投保人有權要求查閱本公司所保存有關投保人之個人資料，並要求將之改正。本公司處理此等要求時將收取合理之費用。有關之要求可於七天前以書面提出並寄交：

香港灣仔港灣道30號  
新鴻基中心2305-16室  
新鴻基地產保險有限公司  
保障資料私隱主任

2305-16, Sun Hung Kai Centre, 30 Harbour Road, Hong Kong. Tel.: (852) 2827 8111 Fax: (852) 2827 0622  
Web Site: www.shkpi.com.hk E-Mail: shkpi@shkp.com  
香港港灣道30號新鴻基中心2305-16室