

Personal Information Collection Statement (PICS) and Privacy Policy Statement (PPS)

1. The Hong Kong Underwriting and Claims Association (“HKUCA”) respects the legal rights of privacy when collecting, using, storing and transmitting personal data. This is a personal data collection statement made pursuant to the Personal Data (Privacy) Ordinance (Cap 486) (“PDPO”).
2. Provision of personal data to the HKUCA, unless otherwise specified, is voluntary. However, failure to provide the relevant data will render the HKUCA unable to perform the relevant functions, including but not limited to considering application and/or renewal of membership.
3. Subject to matters herein, we will not provide your personal data to third parties for direct marketing or other unrelated purposes without your consent.

Purpose of collection

4. The personal data collected would be used by the HKUCA for the purposes of (a) membership admission and/or renewal; (b) posting on the website; (c) providing you with news, notices and other communications; (d) promoting members welfare and (d) meeting the requirements to make disclosure to any governmental authority in Hong Kong under the requirements of any law binding on HKUCA.
5. With regards to (c) in the above paragraph, your name, email, contact number and business address collected by HKUCA will be used to provide you with information and news. HKUCA cannot use your personal data for such purpose unless it has received your consent or indication of no objection.
6. During HKUCA events, functions and seminar, HKUCA will be taking photos and videos for documentation purposes and for use in communication material which may be posted on the internet, printed in materials, shown online and/or during events and training sessions. These photos and videos may include image of members.

Transfer of Data

7. Your personal data would be handled by authorized staff of the HKUCA and kept confidential. HKUCA may transfer your personal data to individuals or organizations for the purpose of promoting members and/or mutual welfare (including but not limited to sharing of knowledge or organizing activities for members).

Retention of Data

8. HKUCA will take all reasonably practicable steps to ensure that personal data will not be kept longer than is necessary for the fulfilment of the purposes (or any directly related purpose) for which the data is or is to be used, unless the retention is otherwise permitted or required by law. HKUCA may also retain archived personal data for statistical purposes. Personal Data which is no longer required will be destroyed.

Access and correction to Data

9. You have the right to request access to and correction of your personal data held by HKUCA about you in accordance with the provisions of the PDPO. All data access requests should be made using the form specified by the Privacy Commissioner for Personal Data which is accessible at <https://www.pcpd.org.hk/english/publications/files/Dforme.pdf> All request and enquiry should be addressed to the President of HKUCA in writing to:

The President
Ben Choi
HKUCA
61F, Swiss Re, Central Plaza, Hong Kong