

Privacy Policy Statement

The Chinese Recreation Club, Hong Kong (the “Club”) is committed to ensuring the privacy and security of the Personal Data they hold. The Club aims to meet this commitment in compliance with the requirements of the Personal Data (Privacy) Ordinance of the Hong Kong Special Administrative Region (the “Ordinance”). This Privacy Policy Statement is intended to explain the Club’s privacy practices.

A. Collection of Personal Data

For the purpose of carrying on the Club’s businesses and operations, including the provision of services and facilities to you, you may be requested to provide data which may directly or indirectly identify you or other person(s) as an individual (“Personal Data”). Such Personal Data may include but is not limited to the following:-

1. Name;
2. Contact details such as email address, mailing and residential address, telephone number and fax number;
3. Information for verification of identity, such as your HKID card number and passport number;
4. Demographic information such as age, gender, nationality, marital status, preferences, educational background and employment history;
5. Membership number and details such as transactions conducted using your membership account;
6. Billing information such as your credit card number, bank account information and billing address;

There may be occasions where you may need to provide to the Club Personal Data of other individuals, such as your spouse, your children or your guests where applicable. In such circumstance, to comply with the Ordinance, you are required to have first obtained the consent and authorisation of such individuals before using, disclosing and transferring their Personal Data, including giving consent on their behalf to the Club’s possible use, disclosure and transfer of their Personal Data, for the purposes you would want to achieve from the Club. The Club reserves the right to request from you any supporting documents which may be

necessary to prove such authorisation.

Supply of Personal Data to the Club is non-obligatory, but failure to do so may result in the Club being unable to process your application, booking, request, billing or provide services and facilities to you.

B. Use of Personal Data

Your Personal Data may be used for the following purposes:-

1. Providing facilities, goods, services and support and performing transactions and administrative work relating to the provision of such facilities, goods, services, support and the general operations of the Club;
2. Processing of your application for membership and the subscription to services and facilities of the Club where applicable;
3. Conducting assessments and checks regarding eligibility for membership and for use of facilities and services;
4. Verifying your identity;
5. Monitoring access to the Club's premises;
6. Marketing and advertising of any facilities, good and services to you by the Club, such as sending you offers and promotions (please see further details in "Direct Marketing" below);
7. Maintaining and developing the Club's business systems and infrastructure, including testing and upgrading of these systems;
8. Meeting any obligations, requirements or arrangements, whether compulsory or voluntary, of the Club to comply with, or in connection with:-
 - (a) Any law, regulation, judgment, court order, sanctions regime, within or outside the Hong Kong Special Administrative Region;
 - (b) Any guidelines, guidance, demand or requests given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities within or outside Hong Kong; or
 - (c) Any Club's rules or bye-laws relating to the Club's operations.
9. Complying with sanctions or prevention or detection of money laundering, terrorist financing or other unlawful activities;
10. Prevention, detection or investigation of crime; and/or
11. Facilitating communications between you and the Club.

C. Direct Marketing

The Club intends to use your name, contact details and demographic information for direct marketing carried out by the Club, by way of printed materials or electronic means of marketing information, including but not limited to membership, tennis tournaments, competitions, training workshops, social and charitable events and functions, promotion of facilities, goods and services, whether offered or arranged by the Club or the Club's business partners.

However, the Club may not so use your Personal Data for direct marketing unless exempted by the Ordinance or the Club has obtained your consent. You can always opt-out free of charge by contacting the Reception of the Club if you do not agree to the use of your Personal Data for the described direct marketing purposes.

D. Disclosure of Personal Data

Personal Data provided to and held by the Club will be kept confidential. However, the Club may, where such disclosure is necessary to satisfy the purpose, or a directly related purpose, for which the Personal Data was collected, disclose such Personal Data to the following parties:-

1. Any of the Club's business partners for direct marketing purposes (subject to any consent requirement relating to "Direct Marketing" above);
2. Any third party who is acting for or on behalf of the Club, or jointly with the Club, in respect of the purpose or a directly related purpose for which the data was provided;
3. The Club's agents, contractors, suppliers and any third party service providers in connection with the operations of the Club;
4. Governmental and regulatory authorities, investigative bodies and law enforcement agencies and other organisations, as required by the law;
5. Financial institutions, including banks, necessary to establish and support the payment of any services and facilities provided to you; and
6. Your authorised representatives when requested by you to do so.

The Club may also disclose your Personal Data to third parties (i) when required by law, by court order or in response to a search warrant or other legally valid inquiry; or (ii) pursuant to the Club's good faith belief that disclosure is required by law or otherwise necessary to the establishment of legal claims or defences, to obtain legal advice, to exercise and defend the Club's legal rights or to protect the life, body or property of any individual..

The Personal data that the Club collects or obtains may be transferred to jurisdictions that offer lesser protection of personal data than that provided in your jurisdiction. By submitting Personal Data to the Club, you understand and consent to such transfer.

E. Links to Third Party Websites

The Club's website may contain links to other sites and pages which are operated by third parties. The Club has no control over the content of the linked websites or the way in which the operators of those websites deal with your Personal Data. You should review the privacy policy of those third party websites to understand the ways in which your Personal Data may be used by those third parties.

F. Use of Cookies

By using the Club's website (the "Website") and mobile apps, if applicable, you agree that the Club can store and access cookies, IP addresses and use other methods in order to collect website usage data and improve your online experience.

Cookies are small files that are placed on your computer by websites that you visit or certain emails you open. They are widely used in order to make websites function properly, as well as to provide business and marketing information to the website owners.

The Club uses cookies on its Website to track visitor preferences. These cookies allow the Website to remember information that changes the way the Website behaves or looks, such as your preferred language. These cookies can also assist you in changing text size, font and other parts of the

Website that you can personalise. You may refuse to accept cookies by altering the settings on your internet browser but it should be noted that if you choose not to permit cookies, some areas of the Website may not function properly.

G. Data Retention

All Personal Data collected by the Club will only be kept for a duration that is relevant to the purposes for which it was collected and for as long as required by applicable law.

H. Data Security

The Club is committed to protecting the security of your Personal Data by using a variety of physical, technological and organisational measures to assist with safeguarding your Personal Data from unauthorised or accidental access, processing, erasure or other use.

I. Changes to the Privacy Policy Statement

Any future changes or updates to the Privacy Policy Statement of the Club will be posted on the Club's website at www.crchk.com, notice boards within the Club, newsletters and/or sent to you by correspondences.

J. Access to and Correction of Personal Data

You are entitled to request access to your Personal Data held by the Club and to correct such data. The Club may charge a reasonable fee for the processing of such data access request.

If there is any inconsistency or ambiguity between the English version and the Chinese version of this Privacy Policy Statement, the English version shall prevail.

私隱條款

香港中華游樂會（下稱「本會」）致力確保其所保存個人資料的機密及安全。為履行這項承諾，本會將貫徹執行香港特別行政區個人資料（私隱）條例（下稱「條例」）的規定。本私隱政策聲明旨在闡釋本會保障私隱的做法。

A. 個人資料的收集

本會可能不時因業務及運作（包括向閣下提供服務及設施）而要求閣下提供可直接或間接證明閣下或其他人士身分的資料（「個人資料」）。該等個人資料包括但不限於下列資料：

1. 姓名；
2. 聯絡方式，例如電郵地址、郵寄地址及住宅地址、電話號碼及傳真號碼；
3. 用於查證身分的資料，例如閣下的香港身份證號碼及護照號碼；
4. 人口統計資料，例如年齡、性別、國籍、婚姻狀況、喜好、教育背景及就業經歷；
5. 會員號碼及資料，例如利用閣下的會員賬戶所進行的交易；
6. 賬單資料，例如閣下的信用卡號碼、銀行賬戶資料及賬單郵寄地址。

閣下可能偶爾須向本會提供其他人士（例如配偶或子女或來賓）的個人資料（如適用）。在此情況下，為遵守條例規定，於使用、披露及轉移前述人士之資料前，閣下首先須獲得該等人士之同意和授權，包括閣下就欲於本會達到之目的代表該等人士同意本會使用、披露及轉移其個人資料的可能用途。本會可要求閣下向本會提供任何證明有關授權的必要證明文件。

向本會提供個人資料並非強制性，但不提供個人資料可能導致本會無法處理閣下的申請、預約、要求、賬單或向閣下提供設施及服務。

B. 個人資料的使用

閣下的個人資料可供作下列用途：-

1. 提供設施、商品、服務及支援和進行交易及有關該等提供設施、商品、服務及支援和本會日常運作的行政工作；
2. 處理閣下會籍的申請及本會之服務及設施的申請（如適用）；
3. 申請會籍和使用設施或服務的資格評估及審核；
4. 核實閣下身分；
5. 監控本會場所之使用；
6. 宣傳及推廣本會向閣下提供的任何設施、商品及服務，例如向閣下發送優惠及推廣資料（詳見下述「直接促銷」）；
7. 維護及發展本會的業務系統及基礎設施，包括測試及升級該等系統；
8. 履行以下所列或與其中任何一項相關、本會必須或自願遵守的任何義務、規定及安排：
 - (a) 香港特別行政區（「香港」）境內或境外目前及將來的任何法律、規例、判決、法令及制裁制度；
 - (b) 香港境內或境外任何法律、監管、政府、稅務、執法或其他機構作出及發出的任何指引、指示、指令或要求；或
 - (c) 任何與本會主要業務有關的規例或附則。
9. 為符合制裁或預防或偵測清洗黑錢、恐怖分子融資活動或其他非法活動；
10. 預防、偵測或調查犯罪；和／或

11. 方便本會與閣下通信。

C. 直接促銷

本會擬使用閣下的姓名、聯絡資料和統計資料，作直接促銷用途。本會擬向閣下或會員郵寄印刷品或發送電子訊息，推廣由本會或本會合作伙伴提供或安排之活動資訊，包括但不限於會籍、網球賽事、比賽、培訓班、社交或慈善活動盛會、產品和服務推廣。

唯除非條例有所豁免或本會收到閣下的同意，否則本會不會如此使用閣下的個人資料。如閣下不同意本會使用閣下的個人資料進行上述直接促銷目的，閣下可隨時聯絡本會接待處免費選擇拒絕促銷。

D. 披露個人資料

閣下向本會提供的個人資料將予保密。惟對為滿足收集個人資料的目的或直接與該目的有關之其他目的而言屬必需時，本會可向下列各方披露有關個人資料：

1. 本會之業務伙伴作上述「直接促銷」之用（在不違反任何有關上述「直接促銷」所要求的同意之情況下）；
2. 就提供資料的目的或與其直接相關的目的而言，任何為或代表本會或與本會共同行事的第三方；
3. 與本會業務運作相關的代理人、承包商、供應商及任何第三方服務供應商；
4. 法律規定的政府及監管機構、調查機構及執法機關以及其他機構；
5. 對證明向閣下提供的任何服務及設施的付款而言屬必要的金融機構（包括銀行）；及
6. 應閣下的要求，閣下的授權代表或法律顧問。

當(i)法律規定、法令要求或為配合搜查令或其他合法有效的調查時；或(ii)據本會秉誠相信，披露乃法律規定或於其他方面對進行合法索償或辯護、獲取法律意見、行使及保障本會的合法權利，或保護個人生命、身體或財產安全而言屬必要時，本會亦可將閣下的個人資料披露予第三方。

本會收集或獲取的個人資料可轉移至其他司法權區，而該司法權區所提供的個人資料保護或會遜於閣下所屬的司法權區。閣下向本會提交個人資料，即視為知悉及同意有關轉移。

E. 連結至第三方網站

本會網站可能含有轉至由第三方運營的其他網址及網頁的連結。本會對所連結網站的內容或該等網站運營商處理閣下個人資料的方式並無控制權。閣下須閱覽該等第三方網站的私隱政策，以了解其可能會以何種方式使用閣下的個人資料。

F. Cookies 的使用

閣下使用本會的網站（「網站」）及流動應用程式（如適用），即視為同意本會可儲存及使用 cookies、IP 地址及使用其他方法，以收集網站使用數據及提升閣下的線上體驗。

Cookies 為閣下訪問的網站或閣下開啟的若干電郵儲存於閣下電腦中的小型電腦檔案，其因可讓網站正常運作及為網站擁有人提供業務及營銷資料而廣為應用。

本會於其網站使用 cookies 以追蹤訪客的偏好。該等 cookies 可讓網站記錄網站的運作或頁面顯示方式變化的信息（如閣下優先選取的語言），亦可協助閣下因應個人需要，變更網頁上可予個人設定的部分，例如文字大小、字體及其他部分。閣下可透過修改互聯網瀏覽器的設置拒絕使用 cookies，惟閣下須知悉，若閣下拒絕 cookies，網站的某些部分可能無法正常運作。

G. 資料保存

本會將只會於與處理個人資料目的相關的期間及適用法律所規定的期間儲存閣下提供的所有個人資料。

H. 資料保安承諾

本會致力保障閣下個人資料的安全。其將從實體、科技及組織內部三方面著手，採取各種措施，藉以協助保護閣下的個人資料，防止資料在未獲授權下或意外地被查閱、處理、刪除或作其他用途。

I. 私隱政策聲明的更改

本會日後如對私隱政策聲明作出任何更改，將在其網站 www.crchk.com、本會內的公告板、本會通訊及／或以書面通知閣下作出公佈。

J. 個人資料的查閱及改正

閣下有權要求查閱本會所保存有關閣下的個人資料，以及要求改正此等資料。本會處理此等要求時可收取合理的費用。

此中文「私隱政策聲明」為英文版本譯本，如中、英文兩個版本有任何抵觸或不相符之處，應以英文版本為準。