

思傑牙科醫療集團個人資料使用守則

思傑牙科醫療集團司盡力遵守及執行《個人資料（私隱）條例》中所列載的規定，確保儲存的個人私隱及個人資料處理得到充份保護，準確無誤，及有妥善的儲存方法。為確保你能充分了解向本會 提供個人資料的準則，請細閱本守則。

1. 收集資料目的及使用準則

- I. 思傑牙科醫療集團將依照在收集資料時所說明之目的使用該等資料。
- II. 向本公司提供個人資料純屬自願，如你未能提供足夠個人資料，本會可能無法有效處理你的申請或提供有關服務。
- III. 本會可能使用你的個人資料（包括你的姓名、電話、傳真、電郵、郵寄地址、所屬機構/公司/ 學校），以便本公司日後與你通訊、處理報名、發行收據、研究/分析/統計、籌款、收集意見、作牙科服務跟進或牙科相關最新資訊等用途，思傑牙科醫療集團相關之項目事宜。
- IV. 思傑牙科醫療集團不會在未得到你同意前將你的個人資料提供予任何第三者作與非本公司相關的用途，亦不會售賣或轉移你的個人資料予任何第三者。
- V. 你亦可以隨時要求本公司停止使用你的個人資料作上述推廣之用途，費用全免。

2. 查閱及更新個人資料及申請停止使用個人資料作推廣之用途 除了《個人資料(私隱)條例》規定的豁免範圍之外，你有權就思傑牙科醫療集團備存有關你的個人資料提出查閱、更改及停止使用你的個人資料作推廣之用途的要求，但已達成使用的目的後而刪除的個人資料除外。上述要求應以書面提出，詳情如下：

名稱：思傑牙科醫療集團

傳真：2309 7796

電郵：pr@cjdental.hk

拒收通知書

本人不同意思傑牙科醫療集團使用我的個人資料作上述用途（請在表格加上“✓”號以表示你反對）

*為必須填寫資料以處理有關申請（註：如未有電郵地址則必須提供有效聯絡地址）。

*姓名(全寫): _____ *電郵 : _____

*身份證號碼(首英文字母及首 4 位數目): _____ *聯絡電話: _____

聯絡地址: _____

*簽署: _____ *日期: _____

CJ Dental Care Guideline for the Use of Personal Data

CJ Dental Care undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and securely kept. To ensure you are well informed of the personal data as collected, please read through this guideline.

1. Purpose of Collection and Guideline for Use of Personal Data

- a. CJ Dental Care will use personal data collected from data subject for the purposes for which it was collected.
- b. To provide personal data to CJ Dental Care is on voluntary basis. However, if you do not provide sufficient personal data, we may not be able to process your application or provide service to you.
- c. CJ Dental Care may use your personal data in future (name, telephone number, fax number, email and mailing addresses) for the purposes of providing you with information of CJ Dental Care, fundraising appeal, activities invitation as well as for feedback collection and Dental related follow up services / updated information purposes.
- d. Upon your request at any time and at no charge, we will cease to use your personal data for promotion purposes.
- e. CJ Dental Care will not, without your consent, provide your personal data to any third parties for purposes unrelated to CJ Dental Care and will not sell or transfer personal data to others.

2. Access to and Correction of Personal Data and Request for cessation of using Personal Data for Promotion Purposes

Apart from the exemptions provided under the Personal Data (Privacy) Ordinance, you are entitled to access and correct your personal data held by the CJ Dental Care, and request us to cease to use your personal data for promotion purposes. However, it will not include the personal data deleted after the achievement of the purpose. To do so, you should make a written request to the following:

Name: CJ Dental Care

Fax: 2309 7796

Email: pr@cjdental.hk

Opt-out Reply

I object to CJ Dental Care using my personal data for the purposes as stated above (Please tick the box for your objection)

*Full Name: _____

*Email: _____

*Contact Number: _____ *HKID (Alphabet with first 4 number): _____

Address: _____

*Signature: _____

*Date: _____