

29 February 2008

Notice to Clients relating to the Personal Data (Privacy) Ordinance

“1. Importance of Data Collection

The personal data which you have voluntarily provided to us herein will be used by Bank of Communications Trustee Ltd. (“the Company”) for providing services and marketing services and/or products to you. They will at all times be governed by the provisions of the Personal Data (Privacy) Ordinance (“PDP Ordinance”). Failure to supply such data (except e-mail address) may result in the Company unable to open or continue accounts or provide services for you.

2. Purposes of Data Collection and Usage

The personal data relating to a client may be used for the following purposes and uses:- i) opening, administering and continuation of the client's account; ii) the daily operation of the services provided to the client (e.g. the Company may send information of the client including but not limited to contribution receipts and benefit statements to the client through E-mail); iii) designing services or products for the client's use; iv) updating and/or verifying any and all clients' personal information that may be held by the Company's parent company, Bank of Communications Co., Ltd. (“BOCOM”), and/or any of its affiliate, subsidiary or agent of BOCOM; v) marketing services and/or products of the Company, BOCOM and/or any affiliate, subsidiary or agent of BOCOM and/or selected companies or business partners (please write to the Company if you do not wish to receive relevant promotional articles); vi) conducting matching procedures; vii) meeting the legal, governmental or regulatory requirements on the Company, BOCOM and/or any affiliate, subsidiary or agent of BOCOM to make disclosure; viii) enabling any actual or proposed assignee of the Company to evaluate the intended transaction; and ix) all other incidental and associated purposes relating thereto.

3. Data Confidentiality

Data held by the Company relating to a client will be kept confidential but the Company may provide such information to the following parties (whether within or outside Hong Kong) for the purposes set out in paragraph 2 above:- i) any agent, contractor or third party service provider who provides administrative, telecommunication, computer, payment, securities clearing, custodian, insurance, professional or other services to the Company in connection with the operation of its business; ii) BOCOM and/or any affiliate, subsidiary or agent of BOCOM; iii) any other person under a duty of confidentiality to the Company which has undertaken to keep such information confidential; iv) any bank, financial institution or other institution with which the clients have or propose to have dealings; v) government or regulatory bodies or any person to whom the Company, BOCOM and/or any affiliate, subsidiary or agent of BOCOM is under an obligation to make disclosure under any applicable legal, governmental or regulatory requirements; vi) any actual or proposed assignee of the Company; and vii) selected companies for the purpose of informing clients of services and/or products which the Company believes will be of interest to the clients.

4. Transfer of Data Outside Hong Kong

The Company may from time to time transfer the data of the clients outside Hong Kong for different purposes including processing and storage.

5. The Client's Rights

Nothing in this Notice shall limit the rights of clients under the PDP Ordinance. Under and in accordance with the terms of the PDP Ordinance, any person whose data are being held by the Company has the right to: - i) check whether the Company holds data about him/her and has the right of access to such data; ii) require the Company to correct any data relating to him/her which is inaccurate; and iii) ascertain the Company's policies and practices in relation to data and to be informed of the kind of personal data held by the Company.

In accordance with the terms of the PDP Ordinance, the Company has the right to charge a reasonable fee for the processing of any data access request.

The person to whom requests for access to data or correction of data or for information regarding policies and practices and kinds of data held are to be addressed as follows:

The Data Protection Officer, Bank of Communications Trustee Limited, 1/F., Far East Consortium Building, 121 Des Voeux Road Central, Hong Kong”

If you have any query, please call our Customer Service Hotline at 2269 9699.

Bank of Communications Trustee Limited



1/F, Far East Consortium Building, 121 Des Voeux Road, Central, Hong Kong

www.bocomtrust.com.hk 22 699 699