



Report on Change of Particulars of Member's Data  
成員資料更改通知書

計劃名稱	Scheme Name	:			
計劃帳戶編號	Scheme Account No.	:			
僱主名稱	Name of Employer	:			
成員編號	Member No.	:			
成員姓名	Name of Member	:			
生效日期	Effective Date	:	(dd/日)	(mm/月)	(yy/年)

請於下列適當之方格加上☑號 Please tick the appropriate box ☑below

只需填寫需要更改的資料 Complete the Changed Information Only

<b>第一部份 更改成員受僱資料 Part 1 Change Member's Employment Information</b>			
聘用日期 Date of Employment		參加計劃日期 Date of Admission to the Scheme	
<b>第二部份 更改個人資料 Part 2 Change of Personal Information*</b>			
<p>1. 如申請更改身份證明文件類別及號碼 / 出生日期/國籍, 請連同下列相關文件一併遞交: For change of ID type and number / Date of Birth/Nationality, please submit together with the following document(s):</p> <ul style="list-style-type: none"><li>• 香港身份證 / 護照 / 出世紙的認證副本 (適用於香港及非中國內地成員) 。Certified Copy of HKID / Passport / Birth Certificate (applicable to Hong Kong and non-PRC members only).</li><li>• 中國居民身份證 / 旅遊證件 / 完整戶口簿, 及公証書的認證副本 (適用於中國內地成員) 。Certified Copy of PRC ID Card / Travel Document / full set of Household Register, <b>AND</b> Notary Certificate (applicable to PRC members only).</li></ul> <p>2. 如申請更改姓名, 請連同下列相關文件一併遞交: For change of name, please submit together with the following documents:</p> <ul style="list-style-type: none"><li>• 香港身份證 / 護照, 及改名契 / 結婚証書的認證副本 - 如因結婚更改姓名 (適用於香港及非中國內地成員) 。Certified Copy of HKID / Passport, <b>AND</b> Deed poll / Marriage Certificate if change of name is due to marriage (applicable to Hong Kong and non-PRC members only).</li><li>• 中國居民身份證 / 旅遊證件, 及完整戶口簿 / 公証書的認證副本 (適用於中國內地成員) 。Certified Copy of PRC ID / Travel Document, <b>AND</b> full set of Household Register / Notary Certificate (applicable to PRC members only).</li></ul>			
中文姓名 Name in Chinese:		英文姓名 Name in English:	
出生日期 Date of Birth ____/____/____ 日/DD 月/MM 年/YYYY		性別 Gender <input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	
國籍 / 地區 Nationality / Region <input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 中國 Chinese <input type="checkbox"/> 澳門 Macau <input type="checkbox"/> 美國 United States <input type="checkbox"/> 其他 Others (請註明 please specify)		身份證明文件類別 ID Documents Type <input type="checkbox"/> 香港身份證 HKID <input type="checkbox"/> 護照 Passport <input type="checkbox"/> 內地身份證 PRC ID <input type="checkbox"/> 其他證件 Others (請註明 please specify)	
出生國家/地區 Country / Region of Birth _____		身份證 / 公司證明文件號碼 Identity Document No. _____	
<b>第二部份 更改聯絡資料(地址/電話號碼/電郵地址)Part 2 Change of Contact Information (Address/Telephone Number /E-mail Address)</b>			
如更改住址, 請提供最近 3 個月內發出的有效地址證明的認證副本。 If change of residential address, please submit a valid certified copy of address proof (issued within the last three months) is required.			
<b>住宅地址 (郵政信箱恕不接受) Residential Address Permanent Address (P.O. Box is not acceptable)</b>			
地區 District *: <input type="checkbox"/> 香港島 HK <input type="checkbox"/> 九龍 KLN <input type="checkbox"/> 新界 NT <input type="checkbox"/> 其他 Other (城市 City*) _____ 國家 Country* _____			
本地地址 Local Address: <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No			
<b>通訊地址 (若與住宅地址不同) Correspondence Address (If different from the residential address)</b>			
地區 District *: <input type="checkbox"/> 香港島 HK <input type="checkbox"/> 九龍 KLN <input type="checkbox"/> 新界 NT <input type="checkbox"/> 其他 Other (城市 City*) _____ 國家 Country* _____			
本地地址 Local Address: <input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No			
聯絡號碼 Contact Number	住宅 Residential -- 國家號 電話號碼 Country Code Telephone Number	辦公室 Office -- 國家號 電話號碼 Country Code Telephone Number	手提電話號碼 Mobile Phone Number -- 國家號 電話號碼 Country Code Telephone Number
電郵地址 E-mail Address: _____			



**中國人壽信託有限公司**  
**CHINA LIFE TRUSTEES LIMITED**

Address : 17<sup>th</sup> Floor, CLI Building, 313 Hennessy Road, Wanchai, Hong Kong  
地址 : 香港灣仔軒尼詩道 313 號中國人壽大廈 17 字樓

Tel : 2545 8111 Fax : 2893 2103  
電話 : 2545 8111 傳真 : 2893 2103

**第三部份 更改美國公民或美國稅務居民身份 Part 3 Change of U.S. Citizen or a U.S. tax resident**

閣下是否美國公民或美國稅務居民(見備註)? 是 YES ☐ 納稅人識別號碼 TIN No. \_\_\_\_\_

Are you a U.S. Citizen or a U.S. tax resident (See Note)? 否 NO ☐

若「是」, 請填妥並遞交「W9」表格或等同文件。If "Yes", please complete Form W-9 or a similar form.

**備註 Notes**

- 美國稅務居民指是美國綠卡持有人(即美國合法永久居民)或滿足實質居住測試(即他/她於本納稅年內已在美國逗留至少 31 天和三年內在美國逗留至少 183 天(含本納稅年度及過往兩年))。如 閣下的答案為「是」, 請填寫 W-9 表格。  
- 三年內在美國逗留日數計算方法 = 本年實際居住在美國日數 + 1/3 去年居住在美國的日數 + 1/6 前年居住在美國的日數
- 如 閣下的答案為「否」, 並非美國公民或美國稅務居民, 但具有以下其中一項或以上之身份/狀況, 例如: 具美國住址或通訊地址或郵政信箱、具美國電話號碼, 或常設指示將資金轉入位於美國帳戶, 請遞交填妥好的 W-8BEN 表格及相關證明文件。
- 如 閣下的出身國家是美國, 但聲明為非美國公民或美國稅務居民, 請提供喪失/放棄美國籍之證明文件副本並遞交填妥好的 W-8BEN 表格
- U.S. tax resident refers to U.S. Green Card holder (i.e. U.S. lawful permanent resident) or individual who meets the substantial presence test (i.e. he/she has been present in the U.S. for at least 31 actual days in the current tax year and 183 equivalent days during a three year period (including current year and the two prior years)). If the Applicant answered Yes to the question "Are you a U.S. Citizen or a U.S. tax resident?", please complete Form W-9.  
- Equivalent days = Actual days in the U.S. in the current year + 1/3 of his/her days in the U.S. in the immediately preceding year + 1/6 of his/her days in the U.S. in the second preceding year.
- If the Applicant answered "No" to the question "Are you a U.S. Citizen or a U.S. tax resident?", but carrying U.S. indicia e.g. U.S. addresses or U.S. contact no. or standing instructions to make payments to accounts maintained in U.S., please submit supporting documents(s) along with Form W-8BEN.
- If the Applicant's country of birth is U.S and declared non U.S. Citizen or U.S tax resident, please submit loss U.S. nationality proof along with Form W-8BEN.

**第四部份 更改自動交換財務帳戶資料 Part 4 Change Auto Exchange Of Financial Account Information**

- ☐ 本人的個人的稅務居民身分或與自動交換財務帳戶相關資料\*有所變更, 本人附上一份已適當更新的自我證明表格。  
My tax residency status or the information related to the auto exchange of financial account\* has been changed, I attach herewith an updated self-certification form.

**第五部份 聲明及簽署 Part 5 Declaration and Signature**

**聲明**

- 本人同時明白更改上述之成員受僱資料, 必須要僱主簽署確認, 方可辦理。
- 本人確認本人已閱讀並明白「**客戶確認符合《海外帳戶稅收合規法案》和其他適用法律**」聲明附件。為遵循 FATCA 及相關的本地法規, 本人同意中國人壽信託有限公司(下稱「本公司」)提供本人的個人資料予美國或相關的本地司法、稅務或其他監管機構, 以確保貴公司遵行 FATCA 或適用規定。
- 本人知悉及同意, 財務機構可根據《稅務條例》(第 112 章)有關自動交換財務帳戶資料的法律條文, (a) 收集本表格所載資料並可備存作自動交換財務帳戶資料用途及 (b) 把該等資料和關於帳戶持有人及任何須申報帳戶的資料向香港特別行政區政府稅務局申報, 從而把資料轉交到帳戶持有人的居留司法管轄區的稅務當局。詳情可參閱「自動交換財務帳戶資料」附件。
- 本人確認本人已閱讀並明白收集個人資料聲明(「本聲明」)附件。本人特此確認並同意本公司根據本聲明使用和移轉本人的個人資料, 包括為直接促銷之目的使用本人的個人資料。本人確認並同意為本聲明中所述之目的將本人的個人資料移轉至香港境外給本聲明所述的承轉人的類別。

**同意書**

根據香港個人資料(私隱)條例, 本人於此申請表簽署同意本公司將有關本人(不論是否從此申請表或其他途徑所得)所得之個人資料, 可持有、使用、透露、發及轉交致有關人等及按收集個人資料聲明內所述之用途。

如 閣下不同意根據本聲明中「為直接促銷目的而使用個人資料」部份所述為直接促銷之目的而使用閣下的個人資料, 請在下文空格處劃上「✓」號。否則 閣下將被視作同意將資料用作收集個人資料聲明內所述之用途。

- ☐ 本人不同意根據以上收集個人資料聲明(參閱「為直接促銷目的而使用個人資料」部份)為直接促銷之目的而使用本人的個人資料, 亦不希望接收任何推廣及直接促銷材料。

以上代表本人就是否希望收到直接促銷材料或聯繫的最新選擇, 此最新選擇取代本人於本申請前向中國人壽信託有限公司所傳達的任何選擇。

**Declaration**

- I understand that the aforesaid Member's employment information will be changed subject to employer's confirmation with signature.
- I acknowledge and confirm that I have read and understood the statement of "Customer acknowledgement regarding compliance with Foreign Account Tax Compliance Act and other Applicable Laws" attached herein. Pursuant to FATCA or applicable local laws, I hereby consent to the China Life Trustees Limited (hereinafter called "the Company") to report my personal data to the U.S. or applicable local regulators or tax authorities where necessary in order to comply with FATCA or applicable local laws.
- I acknowledge and agree that (a) the information contained in this form is collected and may be kept by the Company for the purpose of automatic exchange of financial account information, and (b) such information and information regarding the account holder and any reportable account(s) may be reported by the Company to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another jurisdiction or jurisdictions in which the account holder may be resident for tax purposes, pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112). For details, please refer to "Auto Exchange of Financial Account Information", attached herein.
- I acknowledge and confirm that I have read and understood the Personal Information Collection Statement ("PICS") attached herein. I hereby give my acknowledgement and agree to the use and transfer of my personal data by the Company in accordance with the PICS, including the use of my personal data for the purpose of direct marketing. I acknowledge and consent to the transfer of my personal data outside of Hong Kong for the purposes and to the types of transferee as set out in the PICS.

**Consent**

In accordance with the provisions of the Personal Data (Privacy) Ordinance of Hong Kong, I consent, by signing this application form, that the personal information provided by me (whether contained herein or otherwise obtained) and held by the Company (whether contained herein or otherwise obtained) may be held, stored, used, disclosed, released and transferred by the Company to the parties and for the purposes mentioned in the PICS.

If you do not agree to the use of your personal data for direct marketing as set out in the section "Use of Personal Data for Direct Marketing Purposes" as mentioned in the PICS, please tick the following box. Otherwise, you will be deemed to consent for the use of your personal information as stated in the PICS.

- ☐ I do not agree with the use of my personal data for direct marketing purposes as set out in the Personal Information Collection Statement (see "Use of Personal Data for Direct Marketing Purposes") and do not wish to receive any promotional and direct marketing materials.

The above represents my latest choice whether or not to receive direct marketing materials or contacts and this latest choice replaces any choice communicated by me to China Life Trustees Limited prior to this application..

成員簽署 Member Signature	僱主簽署 (如適用) Employer Signature (if applicable)
日期 Date	日期 Date



**客戶確認符合《海外帳戶稅收合規法案》和其他適用法律**

**Customer acknowledgement regarding compliance with Foreign Account Tax Compliance Act and other Applicable Laws**

閣下認知中國人壽信託有限公司(下稱“本公司”)須遵從、遵守或履行法律、法規、命令、指引、守則和包括《海外帳戶稅收合規法案》適用規定的要求,或任何公眾、司法、稅務、政府和/或其他監管機構等協定的要求,包括但不限於美國國稅局(以下簡稱「監管機構」)在不同的司法管轄區不時頒布及修訂的協定(以下簡稱「適用規定」)。在這方面,閣下同意本公司可以在任何時候完全酌情採取任何相關行動,包括但不限於向任何監管機構透露閣下的個人資料,以確保本公司遵行適用規定。

You acknowledge that China Life Trustees Limited (hereinafter called “the Company”) shall be obliged to comply with, observe or fulfill the requirements of the laws, regulations, orders, guidelines, codes, and requirements including the applicable requirements under the Foreign Account Tax Compliance Act of or agreements with any public, judicial, taxation, governmental and/or other regulatory authorities, including without limitation, the Internal Revenue Service of the United States of America (the “Authorities” and each an “Authority”) in various jurisdictions as promulgated and amended from time to time (the “Applicable Requirements”). In this connection, you agree that the Company may at any time take any relevant actions as may be determined by the Company in its sole and absolute discretion which including but not limited to disclose your particulars to any Authority for the purpose of ensuring the Company’s compliance or adherence with the Applicable Requirements.

**客戶同意向第三方披露資料**

**Customer consent to disclose information to third parties**

閣下同意 本公司可能將根據適用規定的要求,向任何監管機關披露 閣下的個人資料或任何資料。此等披露可以由本公司直接或通過中國人壽保險(集團)公司或中國人壽保險(集團)公司的其他成員進行。基於前述的原因,以及儘管在本表格或我們之間的任何其他協議所載的任何內容,本公司可能需要 閣下向本公司提供進一步資料,以便向任何監管機關透露,而 閣下必須在合理要求的時間(由提出申請或知會變更資料的 90 日期天)內,向本公司提供相關的資料。否則本公司可按規定將 閣下列為不合規帳戶,並向美國國稅局彙報。

You agree that the Company may disclose your particulars or any information to any Authority in connection or adherence with the Applicable Requirements. Such disclosure may be effected directly or sent through any of the China Life Insurance (Group) Company or other affiliates of the China Life Insurance (Group) Company. For the purposes of the foregoing and notwithstanding anything contained in this form or any other agreements between us, the Company may need you to provide the Company with further information as may be required for disclosure to any Authority and you shall provide the same to the Company within such time as may be reasonably required (Within 90 calendar days from the date of the application or information change). Otherwise, we may report your account to the U.S. Internal Revenue Service as a Non-Consenting U.S. Account in compliance with the FATCA regulations.

**更新客戶有關國籍,稅務狀況的資料及其他資料**

**Updating of customer information about nationality, tax status and others**

儘管載於本表格或我們之間其他任何協議所包含的任何內容, 閣下同意向本公司提供協助,使本公司能夠就 閣下參加本計劃,遵行適用規定下的義務。

就 閣下任何在申請時或其他時間向本公司提供的任何資料, 閣下同意及時(30 日期天之內)向本公司提供更新資料。尤其重要的是 閣下立即通知本公司下列的更新:若 閣下是個人, 閣下的個人身份號碼,地址,電話,國籍,稅務狀況或稅籍所在地的變動; 閣下擁有多於一個國家的稅籍。若發生這些變動,或任何其他資料顯示發生了變動,本公司可能會要求 閣下提供額外文件或資料。此等資料和文件包括但不限於正式完成及/或簽署(並且如有需要,由公證人作出公證)的稅務申報或表格。

如果 閣下未能及時向本公司提供資料或文件,或 閣下所提供所需的資料或文件並非最新,準確或完整,為確定本公司持續遵從適用規定, 閣下同意本公司可以完全酌情決定隨時採取任何相關行動以確保本公司遵從適用法律及法規的要求。

Notwithstanding anything contained in this form or any other agreements between us, you agree to provide the Company with such assistance as may be necessary to enable the Company to comply with the Company’s obligations under all Applicable Requirements concerning your participation in the Scheme.

You agree to update the Company in a timely manner (within 30 calendar days) of any change of any of the details previously provided to the Company whether at time of application or at any other times. In particular, it is very important that you notify the Company immediately if, where you are an individual, your personal identification numbers, addresses, telephone numbers, nationality, tax status or tax residency changes or if you become tax resident in more than one country. If any of these changes occurs or if any other information comes to light concerning such changes, the Company may need to request additional documents or information from you. Such information and documents include but are not limited to duly completed and/or executed (and, if necessary, notarized) tax declarations or forms.

If you do not provide the Company with the information or documents requested in a timely manner or if any information or documents provided are not up-to-date, accurate or complete you agree that the Company may take any relevant actions at any time as may be determined by the Company in its sole and absolute discretion to be required to ensure compliance with the applicable Laws and Regulations on the part of Company.



## 自動交換財務帳戶資料 AUTO EXCHANGE OF FINANCIAL ACCOUNT INFORMATION

- 為維護稅制完整，全球各地政府現正推出適用於金融／財務機構的資料收集及匯報新規例，名為共同匯報標準（簡稱「CRS」）。To help protect the integrity of tax systems, governments around the world are introducing a new information-gathering and reporting requirement for financial institutions. This is known as the Common Reporting Standard (the “CRS”).

根據 CRS 規定，我們必須確定你的「稅務居住地」（這通常是你有義務繳納薪俸稅的國家／地區）。若你的稅務居住地不是香港，我們可能需要將此情況及你的有關賬戶資料告知稅務局，稅務局隨後或會將相關資料與不同國家／地區的稅務機關交換。

Under the CRS, we are required to determine where you are a “tax resident” (this will usually be where you are liable to pay income taxes). **If you are a tax resident outside Hong Kong, we may need to give the Inland Revenue Department this information, along with information relating to your accounts.** That may then be exchanged with different countries’/jurisdictions’ tax authorities.

填妥本部分可確保我們持有你正確及最新的稅務居住地資料。

Completing this part will ensure that we hold accurate and up to date information about your tax residency.

如你的情況有變，導致本部分內的任何資料不再正確，請於三十天內告知我們，並提交一份已更新的「個人稅務居民自我證明表格」。

If your circumstances change and any of the information provided in this part becomes incorrect, please let us know within 30 days and provide an updated ‘Individual Tax Residency Self-Certification Form’.

- **Where to go for further information? 如何獲取更多資訊？**

如對本部分有任何疑問，請致電我們的服務熱線 3999 5555。

If you have any questions about this part, please call our Service Hotline 3999 5555.

經濟合作與發展組織（簡稱「經合組織」）已制訂規則，供參與 CRS 的所有政府使用，並載於經合組織的自動交換資料（簡稱「AEOI」）網站 [www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/).

The Organisation for Economic Co-operation and Development (“OECD”) has developed the rules to be used by all governments participating in the CRS and these can be found on the OECD’s Automatic Exchange of Information (“AEOI”) website, [www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/).

另請參閱稅務局的網站了解香港實施 AEOI 的詳情：[www.ird.gov.hk/chi/tax/dta\\_aei.htm](http://www.ird.gov.hk/chi/tax/dta_aei.htm)。有關本表格內所用詞彙的涵義（例如：「賬戶持有人」和「須申報賬戶」），請參閱《稅務條例》（第 112 章）第 50A 條。

Please also visit the website of the Inland Revenue Department that sets out information relating to the implementation of AEOI in Hong Kong: [http://www.ird.gov.hk/eng/tax/dta\\_aei.htm](http://www.ird.gov.hk/eng/tax/dta_aei.htm). Meaning of terms and expressions used in this form (e.g. “account holder” and “reportable account”) may be found under Section 50A of the Inland Revenue Ordinance (Cap. 112).

如你對判定你的稅務居民身分有任何疑問，請瀏覽經合組織網站或諮詢你的稅務顧問。請恕我們不能提供稅務意見。

If you have any questions on how to define your tax residency status, please visit the OECD website, or speak to your tax advisor as we are not allowed to give tax advice.

### 重要提示 Important Notes :

- 這是由賬戶持有人向中國人壽信託有限公司(申報金融／財務機構)提供的自我證明，以作自動交換財務帳戶資料用途。中國人壽信託有限公司可把收集所得的資料交給稅務局，稅務局會將資料轉交到另一國家／稅務管轄區的稅務當局。
- This is a self-certification provided by an account holder to China Life Trustees Limited (a reporting financial institution) for the purpose of automatic exchange of financial account information. The data collected may be transmitted by China Life Trustees Limited to the Inland Revenue Department for transfer to the tax authority of another country/jurisdiction.
- 如賬戶持有人的稅務居民身分有所改變，應盡快將所有變更通知中國人壽信託有限公司。
- An account holder should report all changes in his/her tax residency status to China Life Trustees Limited.



## 收集個人資料聲明 Personal Information Collection Statement

### 中國人壽信託有限公司 China Life Trustees Limited

中國人壽信託有限公司（下稱“本公司”）明白其在《個人資料（私隱）條例》下就個人資料的收集、持有、處理或使用所負有的責任。本公司僅將為合法和相關的目的收集個人資料，並將採取一切切實可行的步驟，確保本公司所持個人資料的準確性。本公司將採取一切切實可行的步驟，確保個人資料的安全性，及避免發生未經授權或者因意外而擅自取得、刪除或另行使用個人資料的情況。

閣下的個人資料為自願提供。敬請注意，如果閣下不向本公司提供所需的個人資料，本公司可能無法提供閣下要求的資料、產品或服務。

**目的：**本公司不時有必要使用閣下的個人資料作下列目的：

1. 向閣下推介和提供本公司及中國人壽集團的其他公司（“本公司關聯方”）的任何退休基金計劃計劃（下稱“退休金計劃”）或相關產品／服務，以及提供、維持、管理和操作該退休金計劃或相關產品／服務；
2. 處理和評估閣下就本公司及本公司關聯方的退休金計劃或相關產品／服務提出的或與閣下就該退休金計劃或相關產品／服務所享有的權益有關的任何申請或要求；
3. 就本公司及本公司關聯方的退休金計劃或相關產品／服務向閣下提供後續服務，以及執行／管理該退休金計劃或相關產品／服務，例如登記加入和終止、變更、計算供款和權益以及處理贖回／提取／轉換／轉移要求；
4. 就本公司和／或本公司關聯方提供的退休金計劃或相關產品／服務而由閣下提出的、針對閣下或閣下的權益提出的、或者其他涉及閣下或閣下的權益的任何申索或權益的支付或轉移要求相關的任何目的；
5. 就退休金計劃及相關產品／服務而評估閣下的財務需求；
6. 為本公司和／或本公司關聯方設計新的退休金計劃或相關產品／服務或改進現有的強積金計劃或相關產品／服務；
7. 為本公司和／或本公司關聯方、退休金行業或相關的監管機構的統計或類似目的進行市場或精算研究；
8. 基於本收集個人資料聲明（“本聲明”）所列的任何目的，將本公司不時持有並與閣下有關係的任何資料進行核對；
9. 滿足任何適用已存在、現有或將來法律、規則、規例、實務守則或指引要求（包括發送資訊），或協助在香港或香港以外其他地方的警方或其他政府或監管機構執法及進行調查；
10. 為退休金計劃和相關業務進行身份和／或債務追收；
11. 開展與本公司的退休金計劃或相關業務經營有關的其他服務；
12. 就閣下在本公司持有的任何帳戶、退休金計劃通訊或本聲明未來的變更發出行政性通訊；
13. 根據第112章《稅務條例》中自動交換財務帳戶資料的規定，進行所需的盡職審查程序；及
14. 與上述任何目的直接有關的其他目的。

**個人資料的移轉：**個人資料將予以保密，但在遵守任何適用法律條文的前提下，可為本公司行使和履行退休金法律賦予或委予其職能的目的而與下列人士共享：

1. 任何本公司關聯方；
2. 就本公司和／或本公司關聯方提供的退休金計劃或相關產品／服務而由閣下提出的、針對閣下或閣下的權益提出的、或其他涉及閣下或閣下的權益的任何申索相關的任何人士；
3. 就本公司和／或本公司關聯方所提供的退休金計劃或相關產品／服務的任何代理、承包商或第三方，包括本公司聘用的任何服務提供商、退休金中介人、基金管理公司或金融機構；
4. 就退休金計劃或相關業務向本公司和／或本公司關聯方提供行政、技術、數據處理、電訊、電腦、支付、債務追收、證券交收、電話中心服務、或其他服務的任何代理、承包商或第三方；
5. 本公司權利或業務的任何實際或建議的承讓人、受讓人、參與者或次參與者；及
6. 任何適用已存在、現有或將來法律、規則、規例、實務守則或指引要求或規定本公司和／或本公司關聯方向其作出披露的任何政府部門或其他適當的政府或監管機關（被移轉的資料或會進一步轉交予其他司法管轄區的政府部門或適當的政府或監管機關）。

閣下的個人資料可能會提供給上述任何一方（該方可能位於香港境內或境外），而就此而言，閣下同意將閣下的資料移轉至香港境外。

**為直接促銷目的而使用個人資料：**本公司打算：

1. 使用本公司不時持有的閣下的姓名、聯絡資料、產品和服務的組合資料、交易模式和行為、財政背景和統計數據以就本公司和／或本公司關聯方提供的退休金計劃或相關產品／服務進行直接促銷；
2. 本公司需取得閣下的書面同意（包括表示不反對）方可為任何推廣或促銷目的而使用閣下的個人資料。

閣下可隨時撤回給予本公司有關使用閣下的個人資料作直接促銷用途的同意，而本公司將在不收取任何費用的情況下停止使用該等資料作直接促銷用途。閣下如欲撤回閣下給予本公司的同意，請聯絡本公司的個人資料保護主任（詳情參閱下文）。

**個人資料的查閱和更正：**根據《個人資料（私隱）條例》，閣下有權查明本公司是否持有閣下的個人資料，更正任何不準確的資料，以及查明本公司有關個人資料的政策及常規。閣下還可以要求本公司告知閣下本公司所持個人資料的種類。

查閱和更正的要求，或有關獲取政策、常規及所持的資料種類的資料，均應以書面形式發送至：

個人資料保護主任  
中國人壽信託有限公司  
香港灣仔軒尼詩道 313 號  
中國人壽大廈 17 樓  
電話：(852) 3999 5555  
傳真：(852) 2893 2103

本公司有權就因處理任何查閱個人資料的要求收取合理費用。



China Life Trustees Limited (the “Company”) recognises its responsibilities in relation to the collection, holding, processing or use of personal data under the Personal Data (Privacy) Ordinance. Personal data will be collected only for lawful and relevant purposes and all practicable steps will be taken to ensure that personal data held by the Company is accurate. The Company will take all practicable steps to ensure security of the personal data and to avoid unauthorized or accidental access, erasure or other use.

The provision of your personal data is voluntary. Please note that if you do not provide us with the required personal information, the Company may not be able to provide your requested information, products or services.

**Purpose:** From time to time it is necessary for us to use your personal data for the following purposes:

1. offering and providing to you the any retirement fund schemes (the “Retirement Scheme”) or related products/services of the Company and other companies of the China Life Group (“our affiliates”), and administering, maintaining, managing and operating such Retirement Scheme or related products/services;
2. processing and evaluating any applications or requests made by you or in respect of your benefits in the Retirement Scheme or related products/services offered by the Company and our affiliates;
3. providing subsequent services to you on the Retirement Scheme or related products/services of the Company and our affiliates and the administration thereof e.g. enrollment and termination, variations, calculation of contributions and benefits and the processing of redemption/withdrawal/switching/transfer requests;
4. any purposes in connection with any claims or benefits payment or transfer requests made by or against or otherwise involving you or your benefits in respect of the Retirement Scheme or related products/services provided by the Company and/or our affiliates;
5. evaluating your financial needs with respect to the Retirement Scheme and related products/services;
6. designing new or enhancing existing Retirement Scheme or related products/services of the Company and/or our affiliates;
7. conducting market or actuarial research for statistical or similar purposes undertaken by the Company and/or our affiliates, the MPF industry or our respective regulators;
8. matching any data held which relates to you from time to time for any of the purposes listed herein;
9. meeting requirements imposed by any applicable, present, existing or future law, rules, regulations, codes of practice or guidelines (including sending of information) or assisting with law enforcement purposes, investigations by police or other government or regulatory authorities in Hong Kong or elsewhere;
10. conducting identity check and/or debt collection for the Retirement Scheme and related business;
11. carrying out other services in connection with the operation of the Company’s Retirement Scheme or related business;
12. sending out administrative communications about any account you may have with the Company, Retirement Scheme communications or about future changes to this Personal Information Collection Statement;
13. performing relevant due diligence procedures in accordance with the Common Reporting Standard (or Automatic Exchange of Financial Account Information) as set out in the Inland Revenue Ordinance (Cap. 112); and
14. other purposes directly relating to any of the above.

**Transfer of personal data:** Personal data will be kept confidential but, subject to the provisions of any applicable law, may be shared with the following for the purpose of exercise and performance of the Company’s functions conferred or imposed by or under the MPF laws:

1. any of our affiliates;
2. any person in connection with any claims made by or against or otherwise involving you or your benefits in respect of the MPF Scheme or related products/services provided by the Company and/or our affiliates;
3. any agent, contractor or third party who help provide services in connection with the Retirement Scheme or related product/services provided by the Company and/or our affiliates, including any service providers engaged by the Company, MPF intermediary, fund management company or financial institution;
4. any agent, contractor or third party who provides administrative, technology, data processing, telecommunications, computer, payment, debt collection, securities clearing, call centre services or other services to the Company and/or our affiliates in connection with the Retirement Scheme or related business;
5. any actual or proposed assignee, transferee, participant or sub-participant of our rights or business; and
6. any government department or other appropriate governmental or regulatory authority (which may be further transferred to governmental or regulatory authority of certain other jurisdiction(s)) to whom the Company and/or our affiliates are requested or required by any applicable, present, existing or future law, rules, regulations, codes of practice or guidelines to make disclosures.

Your personal data may be provided to any of the above parties who may be located in Hong Kong or outside of Hong Kong, and in this regard you consent to the transfer of your data outside of Hong Kong.

**Use of Personal Data for Direct Marketing Purposes:** The Company intends to:

1. use your name, contact details, products and services portfolio information, transaction pattern and behaviour, financial background and demographic data held by the Company from time to time for direct marketing of the Retirement Scheme or related products/services by the Company and/or our affiliates;
2. The Company requires your written consent (which includes an indication of no objection) to use your personal data for any promotional or marketing purpose.

You may withdraw your consent to the use of your personal data for direct marketing purposes at any time, and thereafter the Company shall, without charge to you, cease to use such data for direct marketing purposes. If you wish to withdraw your consent, please contact our Personal Data Protection Officer (details below).

**Access and correction of personal data:** Under the Personal Data (Privacy) Ordinance, you have the right to ascertain whether the Company holds your personal data, to correct any data that is inaccurate, and to ascertain the Company’s policies and practices in relation to personal data. You may also request the Company to inform you of the type of personal data held by it.

Requests for access and correction or for information regarding policies and practices and types of data held should be addressed in writing to:

The Personal Data Protection Officer  
China Life Trustees Limited, 17/F, CLI Building, 313 Hennessy Road, Wan Chai, Hong Kong  
Telephone: (852) 3999 5555, Fax: (852) 2893 2103

The Company has the right to charge a reasonable fee for the processing of any data request.



**中國人壽信託有限公司**  
**CHINA LIFE TRUSTEES LIMITED**

Address : 17<sup>th</sup> Floor, CLI Building, 313 Hennessy Road, Wanchai, Hong Kong  
地址 : 香港灣仔軒尼詩道 313 號中國人壽大廈 17 字樓

Tel : 2545 8111 Fax : 2893 2103  
電話 : 2545 8111 傳真 : 2893 2103

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