

Personal Information Collection Statement

Ying Wa Girls' School Alumnae Association Limited ("YWGSAA") respects personal data and is committed to full implementation and compliance with the data protection principles and all relevant provisions of the Hong Kong Personal Data (Privacy) Ordinance (Cap. 486). In doing so, we will ensure that staff involved in handling personal data comply with appropriate standards of security and confidentiality.

Uses of Personal Data we collect

The personal data we collect will be used for processing membership applications and registration, event organisation and administrative communication, alumnae management and contacts, marketing (including direct marketing), and prescribed purposes as allowed by the law from time to time. Your data will solely be handled by YWGSAA staff but may be transferred to and used by other companies under contractual activities YWGSAA for the above mentioned purposes. YWGSAA will divulge personal information only if required by law or with your prior consent. However, data may also be used in aggregate form for research and statistical purposes and in such circumstances individual data will not be divulged. The personal data that you supply may be used for communication with you from time to time which may contain news, events information and reviews, direct marketing, promotional and/or advertising materials of YWGSAA or other YWGS entities and groups including the YWGS Charity Trust Fund, Ying Wa Girls' School, overseas alumnae chapters or different alumnae year groups (for such entities/groups, such information as forwarded to us for communications to YWGSAA members) through newsletter, mail, email, telephone, SMS and instant mobile messaging service. You always have the right to make subsequent changes on your choice of receiving further marketing materials by sending a written unsubscribe request to YWGSAA (please see contact details in the paragraph below on "Data protection issues/enquiries").

Right of access and correction

Under the Hong Kong Personal Data (Privacy) Ordinance, individuals have the right to request access to and correction of their personal data. Should you wish to access or correct your personal information held by us, please send your enquiry or request to YWGSAA by post, by email or by fax.

Changes to this statement

The YWGSAA Data Privacy Policy Statement may be updated from time to time so please check this statement periodically.

Data protection issues/enquiries

Issues/enquiries should be addressed to YWGSAA as follows:

By Mail

Please address to Ying Wa Girls' School Alumnae Association, 76 Robinson Road,
Mid-levels, Hong Kong

By Email

Please send to alumnae@ywgs.edu.hk

By Fax

Please fax to +852 2858 8669