

收集個人資料聲明及使用政策

為完全符合《個人資料（私隱）條例》的要求，本會會確保各職員遵守按法例規定的保安和保密標準。

除非特別註明外或隊伍自行發送電郵或聯絡本會，否則本會不會透過申請表收集隊伍相關人士的任何個人資料。偶爾本會會收集個人資料（如用戶姓名、地址、電郵地址、電話號碼），其用途包括：

- **收集的資料：** 我們會收集閣下透過網上申請表或產品結帳自願提供的個人資料，例如姓名、聯絡資訊及付款詳情。
- **資料用途：** 此等資料僅用於處理閣下的會員資格、管理賽事報名、履行產品訂單，以及向閣下提供有關本會活動的最新資訊。
- **資料共享：** 我們可能會與本會內部團隊及必要的服務供應商共享閣下的資料，以完成上述任務。
- **直接促銷：** 我們可能會使用閣下的聯絡詳情，向閣下發送有關即將舉行的賽事、新產品或活動相關優惠的消息。閣下可隨時要求從我們的通訊名單中刪除。
- **查閱資料：** 如欲查閱或更新本會存檔的個人資料，請直透 info@dragonboat.org.hk 與我們聯絡。

若本會向隊伍收集個人資料，我們會先向隊伍闡明收集個人資料之原因及用途，並確保該等資料只會作列明的用途之用。我們向相隊伍收集的個人資料，乃由隊伍自願提供的。在未知會或取得隊伍同意的情況下，本會不會將隊伍所提供的個人資料應用於沒有列明的用途上。

有關隊伍的個人資料，只有需要使用該等資料的本會職員，方可查閱。此外，於網上傳送的資訊並沒有經過加密處理。

我們會盡力維持用戶個人資料的準確程度及予以更新。要更改或查閱個人資料，可透過以下電郵聯絡本會申請表負責人：info@dragonboat.org.hk。

有關《個人資料(私隱)條例》，詳情可瀏覽香港個人資料私隱專員公署網頁：<https://www.pcpd.org.hk/cindex.html>

如對本會的私隱政策聲明有任何疑問，請聯絡我們。

Privacy Policy Statement

To fully comply with the requirements of the Personal Data (Privacy) Ordinance, our Association will ensure that all staff members observe the statutory confidentiality standards.

Unless otherwise specified, or a team sends an email or contacts the Association themselves, our Association will not collect any personal data of individuals through the application form. Occasionally, the Association will collect personal data (such as user names, addresses, email addresses, etc.), the uses of which include:

- **Information Collected:** We collect personal details that you provide voluntarily through our online application forms or product checkout, such as your name, contact information, and payment details.
- **Use of Information:** This data is used solely to process your membership, manage race entries, fulfil orders for products, and provide you with updates regarding Association activities.
- **Data Sharing:** We may share your information with our internal team and necessary service providers to complete the tasks mentioned above.
- **Direct Marketing:** We may use your contact details to send you news about upcoming races, new products or event-related offers. You may request to be removed from our mailing list at any time.
- **Accessing Your Data:** If you wish to view or update the personal information we have on file for you, please contact us directly at info@dragonboat.org.hk

If our Association collects personal data from a team, we will first clarify the reasons and purposes for collecting the personal data. The data will only be used for the stated purposes. The personal data we collect from the relevant teams is provided voluntarily by the teams.

Without notifying or obtaining the consent of the team, our Association will not apply the personal data provided by the team for other uses.

Regarding the team's personal data, only staff members of the Association who need to use such data may access it. In addition, the relevant information has not been encrypted.

We will strive to maintain the accuracy and update the personal data of users. To change or access personal data, please email the application form contact person at the Association: info@dragonboat.org.hk.

For details concerning the Personal Data (Privacy) Ordinance, please visit the website of the Office of the Privacy Commissioner for Personal Data, Hong Kong:

<https://www.pcpd.org.hk/cindex.html>.

If you have any questions regarding the Privacy Policy Statement, please contact us.