

## **Personal Data Collection Statement**

### **1. Purpose of Collection**

The personal data provided by means of the Application Form will only be used for processing the application including contacting the applicants when necessary, for visits to Tung Chung Community Liaison Centre, venue booking and disseminating CEDD information.

To provide personal data to the CEDD is on a voluntary basis. However, if you do not provide sufficient personal data, we may not be able to process your application.

### **2. Classes of Transferees**

The personal data you provide by means of the Application Form may be disclosed to other government bureaux and departments, and other organisations commissioned by or agents engaged by CEDD for the purposes mentioned in paragraph 1 above.

### **3. Retention of Data**

We will keep your personal data for as long as necessary to fulfil the purposes mentioned in paragraph 1 above. Personal data which is no longer required will be destroyed or anonymised as soon as practicable, unless their retention is required to satisfy any applicable legal requirements and disseminating CEDD information.

### **4. Access to Personal Data**

You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in the Application Form subject to payment of a fee.

### **5. Enquiries**

For enquiries concerning the personal data collected by means of the Application Form, including the making of access and corrections, please contact our Community Relations Manager (Address: Tung Chung Community Liaison Centre (CLC) at 13 Tung Chung Waterfront Road, Tung Chung, E-mail: [clc@lantau.gov.hk](mailto:clc@lantau.gov.hk)).