



## **My Place Privacy Policy**

### ***Privacy Statement***

My Place Limited (“My Place”) is committed to honouring the privacy and wishes of our supporters at all times.

In compliance with the Hong Kong Personal Data (Privacy) Ordinance, My Place is committed to safeguard personal information of donors and business partners in respect of its collection, use, retention, security, transfer and access.

Personal data are collected by lawful and fair means and used for lawful purposes directly related to a function or activity of My Place.

All reasonably practicable steps shall be taken to ensure that personal data collected and retained are accurate and protected against unauthorised or accidental access, processing, erasure or other use.

No personal data shall be disclosed to other organisations or individuals without prior consent of the individual.

Individual shall be entitled to request access to and request correction with respect to personal data.

### ***Collection and Use***

The personal information you have provided to My Place will be treated as strictly confidential. Your personal data may be used for the purposes of receipt issuance, fundraising, volunteer recruitment, news update, and other corporate communications.

### ***Access and Correction Information***

You have the right of access and correction in respect to personal data. Request should be made to My Place in writing and mail to:

My Place Limited  
Rm 1503, Leighton Centre  
77 Leighton Road, Causeway Bay  
Hong Kong