

個人資料用途通知 Notice of Personal Data Usage

根據香港大學學生會二零一九年度迎新守則第一章第 3.1.7 條及第 3.1.8 條，屬會、特別團體及校園傳媒的迎新活動需以書面形式通知新生其給予的個人資料之用途，並需獲取新生書面授權方可用作該用途。如新生未有就該用途作出書面授權，本會不得對所收集到的個人資料作任何用途。

如本會欲就個人資料之用途作任何增加或修訂，須重新獲取新生之書面同意方可用作任何未有列舉之用途。

如新生不同意本會所述用途，須於本會接納其書面授權前提出。新生如對本會的個人資料用途及相關安排有任何不滿，可向香港大學學生會評議會迎新事務委員會（迎委會）提出申訴，迎委會將議決本會的安排是否合理，以及進行調解。

According to Section I Article 3.1.7 and 3.1.8 of the Orientation Regulation 2019 of HKUSU, Campus media for their orientation activities, sub-organizations and special groups shall inform freshmen of the usages of the obtained information through written notice and shall only do so after obtaining the written authorization from the freshmen. If the freshmen has not provided written authorization to the mentioned usages, our society shall not use the personal data for any usage.

If our society wishes to add to or amend the usages, written authorization on the new usages must be obtained before using the data for any extra usages.

Shall a freshman disagree with the mentioned usages, it shall be raised to our society's concern before the written authorization was received. If the freshman is dissatisfied with the usage and relative arrangements on personal data collection by our society, complaints can be made to the Orientation Affairs Committee, HKUSU Council (OAC). OAC shall resolve the decision made by the Sub-organizations or special groups and act as a mediator between the complainant and the Sub-organizations or the special groups.

本會的聯絡方法 Contact Information of our Society

聯絡人： [# XXX #](#)

Contact Person: [# XXX #](#)

電郵 Email: [# XXX #](#)

迎委會的聯絡方法 Contact Information of Orientation Affairs Committee

聯絡人： 李嘉翹

Contact Person: LEE Ka Kiu Derek

電郵 Email: oachkusuc19@gmail.com

(本通告之中英文部分如有任何歧義，概以中文版為準。)

(The Chinese version shall prevail if there is any discrepancy of meaning between the Chinese and English versions of the notice.)

Reminders to Sub-organizations / Campus Media / Special Groups

1. Each Sub-organization, Campus Media or special group shall decide their own usages for the collected data. The usages shall be included in the application forms or listed in a separate sheet. The method of submission of written authorization shall also be mentioned, such as signing on a specific form or the submission of application forms that would constitute as the written authorization. Potential Usages of personal data includes:
 - 1.1 *Administrative Usage (e.g. Welfare Week, Updating membership list)*
本會之行政用途 (包括福利週、更新會員名單等)
 - 1.2 *Submitting to HKUSU Council and its standing committee or committees ad hoc, or the Union Executives)*
提交至香港大學學生會評議會、其附屬委員會或學生會中央幹事
 - 1.3 *Others: (please state) /*
其他：(請註明)
2. The given usages above are sample are only suggested usages that are not necessary for student bodies to follow.
3. The bilingual notice of Personal Data Usage shall be provided to the applicant before the personal data is collected.
 - 3.1 The notice shall be printed as A4 or A5 size.
 - 3.2 The notice shall be provided separately with brief verbal explanation.
4. Each notice provided to the applicant shall be stamped with the Society chop.
 - 4.1 If the Society chop is not available, the signature of the person-in-charge of the Sub-organization, Campus Media or special group can be the alternative. “Society Chop” should be amended as “Signature of Person-in-charge” under such circumstance.