

28 March 2013

Notice on Use of Personal Data
subsequent to Amendment of Personal Data (Privacy) Ordinance

Dear Alumni and Friends of PolyU,

To ensure our invaluable alumni and friends stay connected with The Hong Kong Polytechnic University (PolyU) and are informed of our latest news, we will continue to deliver information, including PolyU's announcements, activities, education programmes, benefits and services, solicitation of donations, to you through various communication channels by using your personal data maintained in the database(s) of PolyU (including its internal departments and constituent units). Such personal data includes your contact information (such as email addresses, correspondence/business addresses, contact phone numbers and fax numbers) and donation records.

If you have any objection to this arrangement, kindly inform us (with your full name, contact phone number, email address & correspondence address) at any time via the following channels:

- 1) By post: Alumni Affairs and Development Office
M1504, 15/F Li Ka Shing Tower, The Hong Kong Polytechnic University,
Hungghom, Kowloon
- 2) By fax: (852) 2954-0315 (for alumni) or (852) 2365-8846 (for non-alumni)
- 3) Email: alumni@polyu.edu.hk (for alumni) or almail@polyu.edu.hk (for non-alumni)

In order to communicate with you in a more economical and environmental friendly manner in future, we strongly encourage you to keep us informed about your latest email address and other contact information.

For enquiries, please contact us at Tel: (852)-2766-4117 (for alumni) or Tel.: (852) 2766-7733 (for non-alumni).

We look forward to your continuous support to our University.

Yours sincerely,

Alumni Affairs and Development Office
[For and on behalf of The Hong Kong Polytechnic University]