Assicurazioni Generali S.p.A. – Hong Kong Branch and Generali Life (Hong Kong) Limited
21/F, 1111 King's Road,
Tai Koo Shing, Hong Kong
P +852 2521 0707
F +852 2521 8018
generali.com.hk

忠意保險有限公司（香港分行）及忠意人壽（香港）有限公司
香港太古城
英皇道 1111 號 21 樓
電話 +852 2521 0707
傳真 +852 2521 8018
generali.com.hk

PRIVACY INFORMATION NOTICE

1. Assicurazioni Generali S.p.A. – Hong Kong Branch and Generali Life (Hong Kong) Limited processes your personal data

Assicurazioni Generali S.p.A. – Hong Kong Branch and Generali Life (Hong Kong) Limited (hereinafter also the Company), with registered office in 21/F, 1111 King's Road, Taikoo Shing, Hong Kong , processes your personal data as data controller.
If you wish to receive more information, you can use the following postal address:
21/F, 1111 King's Road, Taikoo Shing, Hong Kong.
For any questions or if you wish to exercise a right in respect of the processing of your personal data, you can contact our data protection officer: by email at: GLHK_PDPO@generali.com.hk; by traditional mail at: 21/F, 1111 King's Road, Taikoo Shing, Hong Kong.

2. How we use your personal data and on the basis of which ground

We process your personal data in order to allow you to take part to the Global community of Engaged Agents Initiative (the "Initiative") and become an "Engaged Agent" of The Human Safety Net (hereafter THSN). The Initiative may entail photo\audio\video shooting, submission and\or its recording. For the purposes of the Initiative, the Company processes your personal data (as described in more detail under paragraph 4) for the following purposes:

1) to organize and manage the Initiative in order to allow your participation to it;
2) to take photo, record audio/video (directly and/or through third parties) in order to store, edit, reproduce and publish them on the Company's and\or Generali Group's Companies corporate publications (whether in printed or in electronic format) and/or on the intranet and internet websites and/or social media profiles (e.g. on Facebook, Twitter, LinkedIn, YouTube and Instagram), for training, communication and employer branding purposes;
3) to perform reporting, statistic and data analytics activities, also in aggregate form, in order to assess the Initiative's performance and keeping record of the same for future improvements; the activities can be based also on feedback gathered from you;
4) fulfil applicable legal obligations;
5) claim and defend the rights of the Company, its officers, representatives and shareholders in a potential dispute.

3. Why the provision of your personal data is required

The processing of your personal data takes place on the basis of the following assumptions:

- purpose (1) to execute your request to take part to the Initiative and it is mandatory since, in lack thereof, your participation to the Initiative may not be possible;
- purposes (2) on your free and explicit consent. It is not mandatory and, as such, you may freely choose to provide your consent and, after having provided it, withdraw it at any time as explained in paragraph 7 below.
- purpose (3) and (5) on the legitimate interest of the Company: purpose (3) to assess the Initiative performance and keeping record of the same for future improvements; purpose (5) to defend the rights of the Company, its officers, representatives and shareholders in a potential dispute. Should you oppose said processing as explained in paragraph 7 below, your

personal data may not be used for the above-mentioned purposes, unless the Company proves the existence of compelling legitimate reasons to proceed with the processing, that prevail over your interests, rights and freedoms;

- purpose (4) is mandatory as it is necessary for the Company to comply with its legal obligations.

4. Which personal data we use

We process only the personal data to achieve the purposes above. We mainly process:

- identification data (such as name and surname);
- contact data (such as email address and phone number);
- your image, voice, when the Initiative entails photo\audio\video shooting or requires their submission;

in addition to any other personal data provided by you, if any.

5. How and with whom we share your personal data

Our staff processes your personal data with modalities and procedures, also in electronic form, appropriate to ensure an adequate level of security which, insofar as applicable, may be set forth in the audio/video release form you have signed. Your personal data can be shared only with third party which have been assigned with the task to perform some activities concerning the management of the relationship with the Company. Both our staff and third parties which process your personal data for the purposes above indicated – exception for autonomous Data Controllers – receive proper instructions about the correct modalities of the processing. Furthermore, insofar as applicable, your personal data may be shared with other companies belonging to the Generali group.

6. To whom and where we transfer your personal data

As a general rule, we do not transfer your personal data in Countries outside the European Economic Area.

In exceptional cases, limitedly for the purposes indicated under paragraph 2 above, we may transfer your personal data to where the above-listed recipients may be based. In any case, the transfer of your personal data is performed in compliance with the applicable laws and international agreements in force, as well as on the basis of appropriate and suitable safeguards (such as, for example, transfer to a Country ensuring an adequate level of protection or adopting the standard contractual clauses approved by the EU Commission). Where required by the applicable laws, the Company will implement any supplementary measure as required by applicable laws.

7. The rights you can exercise in respect of the processing of your personal data

You can exercise the right of access, rectification, updating, integration, cancellation, limitation to processing, portability in respect to your personal data.

In case you provided your consent to the processing of personal data, you may withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

If your personal data are transferred outside the European Economic Area, you have the right to obtain copy of such data as well as indication of the Country/Countries where the data have been made available.

Insofar as applicable, you have the right to object to the processing of your personal data and request the stop of the processing operations when they are based on the legitimate interest.
In case you consider that the processing of your personal data infringes the applicable privacy laws, you have the right to lodge a complaint with a supervisory authority. You can contact the Hong Kong Personal Data Protection Authority – Office of the Privacy Commissioner for Personal Data (PCPD) with the modalities indicated on the Authority's website (https://www.pcpd.org.hk).
You can exercise your rights by contacting the Data Protection Officer at the contact details above indicated. The request of exercise of rights is free of charge unless the request is manifestly unfounded or excessive.

8. How long we retain your personal data

Your personal data are retained for the period necessary to fulfil the purposes for which it was collected, pursuant to paragraph 2 above. In particular, personal data are retained:

- purpose (1) for the whole duration of the Initiative and for 10 years after its termination;
- purpose (2) for 24 months from your consent, provided that, where applicable, in the meanwhile you do not withdraw it;
- purpose (3) for the period necessary to pursue the purposes for which they were collected, but anyway not exceeding 24 months from the moment of the collection or, in case of disputes, for the statute of limitations set forth under the applicable laws, without prejudice to any longer storage periods provided for by specific laws;
- purpose (4) for the period necessary to fulfil applicable legal obligations, without prejudice to any longer storage periods provided for by specific laws;
- purpose (5) for 10 years equal to the statute of limitations set forth under the applicable laws, without prejudice to any longer storage periods provided for by specific laws.

Changes and updates of the privacy notice

Also considering possible amendments of the applicable privacy laws, the Company may integrate and/or update, wholly or partially, this privacy notice.
Any changes, integrations or updates will be communicated through publication on the Company's website https://www.generali.com.hk/

Consent to Personal Data Processing

I have read the information note above and I consent:

- Assicurazioni Generali S.p.A. – Hong Kong Branch And Generali Life (Hong Kong) Limited ☐ YES ☐ NO

- Generali Group's Companies ☐ YES ☐ NO

to take photographs and/or audio/video recordings to store, edit, reproduce and publish them on its corporate publications (whether in printed or in electronic format) and/or on the intranet and internet websites and/or social media profiles (e.g. on Facebook, Twitter, LinkedIn, YouTube and Instagram), for internal and external training, communication and employer branding purposes.