

Personal Information Collection Statement

In this Statement, the meaning of the term “Personal Data” is defined in the Personal Data (Privacy) Ordinance (Cap.486) and Personal Data (Privacy) (Amendment) Ordinance 2012 (collectively called the “Ordinance”).

Purpose of Collection

The Personal Data collected herein shall be used by Automated Systems Holdings Limited (“ASH”), its affiliates, subsidiaries, and/or associated companies (“Company”) for the following purposes:-

- a) Ascertaining your identity and relationship with the Company;
- b) Handling your general enquiries;
- c) Meeting your requests for certain products, services and/or solutions,
- d) Processing an order;
- e) Marketing and advertising of any products, services and or solutions to you by the Company, related companies, agents, contractors and third party suppliers upon your consent;
- f) Keeping you informed about our latest corporate news or event; and/or
- g) Any purposes related to and/or for the furtherance of (a) to (f) above.

Your enquiry may also be used for the compilation of statistics on the number and nature of enquiries received by the Company. The outcome of resulting statistics will be used for measurement the effectiveness of our online presence.

Provision of your personal data is voluntary. If you do not provide sufficient information, we may not be able to process and administer your request.

If you are no longer wish to receive information (e) and (f) above, you can at any time send your request to our Group Marketing and Communications Department together with your name, contact details to stop receiving the promotional materials .

Transfer of Personal Data

Personal Data in your enquiry will be disclosed or transferred to parties relevant within the Company or third parties, under an obligation of confidentiality, as necessary to satisfy the purposes as stated above. To better fulfill your requests for products, services and/or solutions, we will only share your Personal Data with our business partner with your prior consent to do so.

Access and correction of Personal Data

You have a right to request access to and correction of your personal data in accordance with the Ordinance. You may make your access or correction request by sending an email to marketing@asl.com.hk; or by mailing us at 15th Floor, Topsail Plaza, 11 On Sum Street, Shatin, Hong Kong (Attention: Group Marketing and Communications Department).

We will take reasonable steps to verify your identity before granting access or permitting corrections to your Personal Data. We will endeavour to respond within 40 days of your request. A reasonable fee will be charged to cover our administrative costs when you request access to your Personal Data.

You may also read our [Privacy Policy Statement](#).