



# Privacy Notice RELEASE

<b>From</b>	<b>Raymund Kenrick David-Kho</b> <b>Program Director</b> <i>the Center for Research and Development Hong Kong (CRD-HK) Ltd.</i>
<b>To</b>	end -users
<b>Cc</b>	
<b>Date</b>	Version 1.0/ Version 1.1 1 January 2018/1 October 2018
<b>Subject</b>	The Center for Research and Development Hong Kong Limited, Privacy Notice.

Document ID	Document/Record name	Owner	Classification	Retention Period
RKD-01JAN2018	PRIV-CRDHK_2018	RKD	--	--

The Center for Research and Development Hong Kong (CRD-HK) is committed to protect your rights when you visit our Corporate Website at [www.crd-hk.org](http://www.crd-hk.org)



## The Center for Research and Development Hong Kong Limited - Privacy Notice

---

We collect data about you when you use this website or complete our inquiry forms, in e-mail contact and comments you place in our Corporate Blog. We do this so that we can understand what interests people and how we can improve the site. We also monitor when you return to the site, so we don't repeat pop-up notices that you've already rejected. We share some of this data with third parties who provide us with analytics and other services.

You have rights over what is done with data that is about you. You can contact us at [info@crd-hk.org](mailto:info@crd-hk.org) if you want to get a copy of that data. You can also ask us to update it, delete it or stop using it.

### What data do we collect and why?

- We store this data until you delete your account or after **two years**, which you can do by emailing [info@crd-hk.org](mailto:info@crd-hk.org)

### We collect data as you use this website about:

- what pages you access and how long you spend on them so that we know what content is popular
- the device and software you use, so that we know how to design the site
- your location, so that we know where in the world we reach
- how you were referred to the website (ie through Google, Twitter or Facebook), so we know what promotional activities are working to promote our website
- which page you enter the website through, and which page you leave from, so we know



- which pages are most / least appealing
- how you move through the site, so we can improve your user journey and help you to find information more easily
- Your browser stores some of this data using cookies. Your browser sends cookie data to us and third parties every time you visit our pages.

## How do we use this data?

We use this data to:

- track analytics for your use of the site
- understand what the users of our website need so we can improve it
- ensure we don't repeat promotional pop-ups that you may have previously declined

## Use of data about you from social media

- If you retweet, share or engage with our content on social platforms, then we collect analytics on that to help us understand which content people are interested in. We use Hubspot for social media analytics.

## Use of data about you from Google Adwords

- We use Google Adwords to ensure our relevant content appears in search results when you look for it. Through this tool, we measure your views and clicks on the advert, and can see which keywords you used to search.



## How do we share this data?

- We share this data with a few third parties, who process it to give us better understanding.
- Google Analytics, to analyse the users of our website
- We have made sure the third parties who are not in the Hong Kong protect the data to the same extent as companies in Hong Kong.
- We may also need to share this data with the authorities if they ask us to do so.

## What rights and control do you have?

Because we operate in Hong Kong, you have rights over the data about that we collect. You can:

- ask for a copy of data we have collected about you
- ask us to update that data
- ask us to delete it
- ask us to stop using it

If you ask for a copy of data we have about you, we have to provide it to you free of charge. You can ask us to send it directly to a third party. We have to provide it in a commonly-used machine-readable format.

To do these things, you can contact [info@crd-hk.org](mailto:info@crd-hk.org)

Please tell us if you have concerns about how we collect, use or share data about you. You can also raise your concerns with the the Office of the Privacy Commissioner for Personal Data at [enquiry@pcpd.org.hk](mailto:enquiry@pcpd.org.hk) or contact the Office at [www.pcpd.org.hk](http://www.pcpd.org.hk).

## When might this policy change?

- We created this privacy policy on **1 January 2018** and the last update was on **1 October 2018**.



## Who can I talk to about this policy?

- Please send any questions about this privacy policy to [info@crd-hk.org](mailto:info@crd-hk.org)

The data controller for this website is the Center for Research and Development Hong Kong of Tsuen Wan NT, Hong Kong. Our key contact is Raymund Kenrick David-Kho. You can verify the identity and the e-mail contact of him at: [e-CERT Check, the Hong Kong Post](#)