

Addendum to Personal Information Collection Statement – Chinese Mainland

Lingnan University is committed to complying with the People's Republic of China's Personal Information Protection Law ("PIPL"). This addendum ("Addendum") applies to the processing activities regulated by the PIPL, and may apply to you if you reside in or are located within the Chinese Mainland of the People's Republic of China. In the event that this Addendum applies to you, it forms an integral part of Lingnan University's Personal Information Collection Statement.

A. Personal Information Processor

1. Lingnan University is the personal information processor of your personal information. You may contact the Chief Data Protection Officer at DPO@LN.edu.hk.

B. Types of Personal Information and Purposes of Processing

2. The types of personal information which may be collected and/or processed by Lingnan University are stated in the Personal Information Collection Statement.
3. The purpose(s) of collecting and/or processing your personal information are stated in the Personal Information Collection Statement.
4. Unless indicated otherwise, all personal information requested in this Addendum is required for its purpose(s). Please refer to the possible consequences as stated in the Personal Information Collection Statement if such information is incomplete or inaccurate.

C. Personal Information Processing and Transfer

5. Your personal information will be kept confidential and handled by Lingnan University in accordance with the applicable laws and regulations. Lingnan University will take the necessary measures to safeguard the security of such personal information.
6. Without your express approval, or unless required/ permitted by law, the personal information collected herein will not be disclosed to third parties other than those specified in this Part C below.

Entrusted Processing

7. Lingnan University may entrust the processing of your personal information to entrusted parties (such as its affiliates and external service providers). In such cases, Lingnan University may transfer your personal information to such entrusted parties. Lingnan University will enter into agreement(s) with such entrusted parties and supervise the processing activities of such entrusted parties.

Transfer of Personal Information to Other Personal Information Processors

8. For the purposes stated in the Personal Information Collection Statement, Lingnan University may also share your personal information with other personal information processors. Lingnan University will obtain your separate consent before such transfer of your personal information. Lingnan University will also inform you of the recipient's name and contact information, the purposes and means of processing and the categories of personal information to be processed by such recipient.
9. Notwithstanding the above, Lingnan University may need to process and/or transfer your personal information under, among others, the following situations:
 - (a) the processing is necessary for the conclusion or performance of a contract, or necessary for human resources management in accordance with applicable laws, rules and regulations;
 - (b) the processing is necessary for the performance of statutory duties or obligations;
 - (c) the processing is necessary for the response to public health emergencies, or for the protection of life, health, and property safety of natural persons in emergencies; and
 - (d) the personal information is reasonably processed for news reporting, media supervision, and other activities conducted in the public interest.

D. Retention of Personal Information

10. Subject to the applicable laws and regulations, Lingnan University generally only retains your personal information for no longer than necessary for fulfilling the purpose of processing stated in the Personal Information Collection Statement.

E. Sensitive Personal Information and Minors

11. Sensitive personal information means personal information that once leaked or illegally used, may easily lead to the infringement of the personal dignity of a natural person or may endanger his personal safety or property, including information such as biometrics, religious belief, specific identity, medical health status, financial accounts, and the person's whereabouts, as well as the personal information of a minor under the age of 14 years.
12. Collection and processing of your sensitive personal information may be necessary for the purposes stated in the Personal Information Collection Statement for the purpose of human resources management. Lingnan University may not be able to proceed with the following arrangements if it fails to collect and/or process such sensitive personal information: process your job application; provide you with the necessary support or assistance throughout the course of your employment with

Lingnan University; enable you to enjoy the services, benefits and facilities provided by Lingnan University; continue with your appointment at Lingnan University due to lack of necessary employment-related personal data, etc.. Lingnan University will obtain your separate consent before the collection and/or processing of your sensitive personal information.

13. If you are under the age of 14, please consult your parent or guardian on the contents of the Personal Information Collection Statement and this Addendum, and obtain the written consent of your parent or guardian before providing your personal information.

F. Your Rights

Rights of Access and Correction

14. For requests for access to personal information, please contact the Chief Data Protection Officer at DPO@LN.edu.hk. For requests to correct/ update personal information, please contact the responsible Department/ Office via the contact details as stated in the Personal Information Collection Statement.

Other Rights

15. Subject to the applicable laws, regulations and requirements, you may also exercise the following rights by contacting the Chief Data Protection Officer at DPO@LN.edu.hk:
 - (a) right to restrict or refuse the processing of your personal information by others;
 - (b) right to obtain a copy of your personal information;
 - (c) right to request for the transfer of your personal information to a designated personal information processor;
 - (d) right to withdraw your consent for use of your personal information;
 - (e) right to request for erasure of your personal information if (i) the purposes of processing have been achieved or cannot be achieved, or such information is no longer necessary for achieving the purposes of processing; (ii) Lingnan University ceases to provide services to you, or the storage period has expired; (iii) you withdraw your consent; or (iv) Lingnan University violates laws or regulations in collecting or processing your personal information; and
 - (f) such other rights exercisable under the applicable laws and regulations.
16. Notwithstanding the above and where permitted by the applicable laws, Lingnan University may reject any request made under this Part F that is unreasonable and filed repeatedly, which requires it to offer any technical means that it cannot reasonably offer, or which brings any risk to any legal right or interest of any other person, or which is not feasible.

G. Amendments

17. Lingnan University reserves the right to interpret the terms as stated in this Addendum. This Addendum may from time to time be revised, or otherwise amended as Lingnan University deems necessary but Lingnan University will endeavor to give you notice in advance of any such revision or amendment where practicable.