

Personal Information Collection Statement

The personal data collected in these notification and return forms (“the data”) in relation to the provision of accredited courses under the Continuing Professional Development (“CPD”) Scheme will be used by the Law Society of Hong Kong (“Society”) for the purposes of recording the particulars for the provision of the accredited CPD courses, auditing performance of the course providers, processing the renewal of accredited course provider status, compiling statistics and other related matters.

As accredited course provider under the CPD Scheme, it is obligatory for you to supply the Society with the data requested in these notification and return forms. The consequence for you if you fail to supply such data is that the Society will not be able to keep records of the accredited courses offered by you and audit your performance as an accredited course provider and your compliance with the guidelines and rules under the Provider Accreditation Scheme.

The data may be provided to such persons within the Society whose proper business it is to have access to and assist in the management of the CPD Scheme and related matters. The data may also be provided to Hong Kong Academy of Law Ltd. (“Academy”) and to other persons who may help the Society in attaining the purposes above mentioned.

Any data that is provided to anyone outside of the Society and the Academy will be restricted to what is necessary and not excessive to achieve any intended purpose.

You have the right to request access to and correction of the data. Any such request should be addressed to the Secretary General, the Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong.