

To: Organ Donation Promotion Coordinator  
Address: 7/F, Southorn Centre, 130 Hennessy Road, Wanchai, HK  
Fax: 2591 6127  
Email: [organdonation@dh.gov.hk](mailto:organdonation@dh.gov.hk)  
Tel: 2835 1854

### Reply Slip for Supporting Organ Donation Publicity Campaign

**1. Our company/organisation will support organ donation by:**

(Please put a tick ✓ against the box)

- Featuring the icon(s) / ebanner(s) provided by the Department of Health (DH) on our organisation website / Facebook page with a hyperlink to redirect visitors to the Organ Donation thematic website / Facebook page of the Department of Health.

Company/organisation website URL: \_\_\_\_\_

Company/organisation Facebook fan page URL: \_\_\_\_\_

- Placing/posting Organ Donation pamphlets and posters in conspicuous locations under our premises.
- Disseminating organ donation promotion messages through various means (e.g. emails, circulars, bills, etc.).
- Others promotional activities (please specify)\_\_\_\_\_.

**2. Our company/organisation agrees / does not agree\* to be named as an organisation supporter on the [Organ Donation thematic website](#) of DH.**

Name of company/organisation: (English) \_\_\_\_\_

(Chinese)\_\_\_\_\_

Nature of company/organisation: Government sector / non-government sector / private sector\*

Contact person: \_\_\_\_\_ Position:\_\_\_\_\_ Fax: \_\_\_\_\_

Telephone : \_\_\_\_\_ Date:\_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Organisation stamp: \_\_\_\_\_

\* Please select the appropriate field

*☞ We will contact you for arrangements upon receiving your reply slip ☞*

DH has prepared a number of health educational materials to support your company/organisation's promotion of organ donation to your staff or members of the public. These health educational materials include PowerPoint presentations, info-graphics, graphical guides, promotional leaflets and posters on organ donation. For details, please visit the "Health Educational Resources / Materials" page of the Organ Donation thematic website (<http://www.organdonation.gov.hk/eng/resources.html>).

Request form for Health Educational Materials on Organ Donation:  
[http://www.organdonation.gov.hk/resources/Request\\_Form\\_OD.pdf](http://www.organdonation.gov.hk/resources/Request_Form_OD.pdf)

## **Collection of Personal Data**

### **Statement of Purposes**

#### 1. Purpose of Collection

- i. The personal data are provided by clients with whom the Department of Health (DH) interacts in the delivery of services, and other related activities. The personal data provided will be used by DH for the following purposes -
  - (a) proof of eligibility;
  - (b) for preparing statistics, carrying out research or teaching purpose;
  - (c) to facilitate organisation of activities related to health education and community liaison.
- ii. The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to prove your eligibility for specific service/activities, to accede to your request or to conduct in-depth investigation in complaint case and hence cannot provide service/assistance to you.

#### 2. Classes of Transferees

The personal data you provide are mainly for use within DH but they may also be disclosed to other Government bureaus/departments or relevant parties for the purposes mentioned in para. 1 above, if required. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

#### 3. Access to Personal Data

You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data. A fee may be imposed for complying with a data access request.

#### 4. Enquiries

Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to :-

Health Promotion Branch, Department of Health

[ Attn : SEO (HP) ]

Address : 7/F., Southorn Centre

130, Hennessy Road

Wanchai

Hong Kong

Telephone : 2835 1821