

Office of the Privacy Commissioner for Personal Data, Hong Kong

List of Information Published or Made Available to the Public

Free of Charge

(All free items are available upon request while stock lasts)

| List of Information | |
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| 1. Code of Practice / Guideline & Explanatory Booklet | |
| 1.1 | "Privacy Guidelines: Monitoring and Personal Data Privacy at Work" |
| 1.2 | "Monitoring and Personal Data Privacy at Work: Points to Note for Employers of Domestic Helpers" |
| 1.3 | Fact Sheet - "Code of Practice on Consumer Credit Data: How Does It Affect You?" |
| 1.4 | "Code of Practice on Human Resource Management" |
| 1.5 | "Compliance Guide for Employers and HRM Practitioners" |
| 1.6 | "Fact Sheet -- Frequently Asked Questions About Recruitment Advertisements" |
| 1.7 | "Code of Practice on the Identity Card Number and other Personal Identifiers" |
| 1.8 | "Code of Practice on the Identity Card Number and other Personal Identifiers" "A Compliance Guide for Data Users" |
| 1.9 | "Your Identity Card Number and Your Privacy" |
| 1.10 | Code of Practice on Protection of Customer Information for Fixed and Mobile Service Operators (Jointly issued by the Consumer Council, ICAC, PCPD and OFTA) |
| 2. Consultation Document / Report | |
| 2.1 | Proposed Amendments to Code of Practice on Consumer Credit Data: Consultation Paper (issued on 22 May 2007) |
| 2.2 | Report on the Public Consultation in relation to the Draft Code of Practice on Monitoring and Personal Data Privacy at Work (issued on 18 December 2003) |

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| 2.3 | Report on the Public Consultation in relation to The Sharing of Positive Credit Data: Proposed Provisions on Consumer Credit Data Protection (issued on 23 January 2003) |
| 2.4 | Consultation Document - The Sharing of Positive Credit Data - Proposed Provisions on Consumer Credit Data Protection (issued on 28 August 2002) |
| 2.5 | Draft Code of Practice on Monitoring and Personal Data Privacy at Work (issued on 8 March 2002) |
| 3. Guidance Note & Fact Sheet | |
| 3.1 | Fact Sheet -- Transfer of Personal Data Outside Hong Kong : Some Common Questions |
| 3.2 | Fact Sheet -- Human Resources Management : Some Common Questions |
| 3.3 | Fact Sheet -- Frequently Asked Questions About Recruitment Advertisements |
| 3.4 | Fact Sheet -- Personal Data Privacy : Guidelines on Cold-Calling |
| 3.5 | Personal Data Privacy : Guidance for Mobile Service Operators |
| 3.6 | Personal Data Privacy : Guidance on Electioneering Activities |
| 3.7 | Personal Data Privacy : Guidance on Cross-Marketing Activities |
| 3.8 | Personal Data Privacy : Guidance on Property Management Practices |
| 3.9 | Personal Data Privacy : Guidance on Collection of Fingerprint Data |
| 4. Leaflet & Form | |
| 4.1 | About the Office of the Privacy Commissioner for Personal Data |
| 4.2 | A Guide for Data Users -- No. 1 -- A General Introduction to the Ordinance |
| 4.3 | A Guide for Data Users -- No. 2 -- Compliance with Data Access and Correction Requests |
| 4.4 | A Guide for Data Users -- No. 3 -- Outline Action Plan for Complying with the Data Protection Principles |

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| 4.5 | Personal Information : Your Privacy Rights Explained |
| 4.6 | Exercising Your Data Access Rights Under the Personal Data (Privacy) Ordinance |
| 4.7 | Data Access Request Form (OPS003) |
| 4.8 | Matching Procedure : Some Common Questions |
| 4.9 | Matching Procedure Consent Application Form (OPS 002) |
| 4.10 | Complaint Form (OPS 001) |
| 4.11 | Personal Data Privacy and the Internet -- A Guide for Data Users |
| 4.12 | Internet Surfing with Privacy in Mind -- A Guide for Individual Net Users |
| 4.13 | Preparing On-line Personal Information Collection Statements and Privacy Policy Statements |
| 5. Opinion Survey | |
| 5.1 | Opinion Survey: Attitudes of Young People towards Disclosure of Personal Data on the Internet |
| 5.2 | 2005 Survey of Youth Attitudes and Perceptions towards Personal Data Privacy |
| 5.3 | Survey on Monitoring and Personal Data Privacy in the Workplace |
| 5.4 | 2004 Opinion Survey - Personal Data (Privacy) Ordinance: Attitudes and Implementation - Key Findings |
| 5.5 | A Survey on Whether Young People Value Privacy |
| 5.6 | 2002 Opinion Survey - Community Perceptions Towards Surveillance Cameras in Public Places |
| 5.7 | 2001 Opinion Survey - Personal Data (Privacy) Ordinance: Attitudes and Implementation - Key Findings |
| 5.8 | 2000 Opinion Survey - Personal Data (Privacy) Ordinance: Attitudes and Implementation - Key Findings |
| 5.9 | A Report on the Privacy Compliance Check Exercise on Hong Kong-based Web Sites |

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| 5.10 | Findings of a Sample Survey of Web Sites in Hong Kong on Practices in Relation to the Collection of Personal Data |
| 6. Investigation Report | |
| 6.1 | Collection of Personal Data by Credit Provider for Business Promotion (Report Number: R07-6168; Date issued: 21 September 2007) |
| 6.2 | The Disclosure of Email Subscriber's Personal Data by Email Service Provider to PRC Law Enforcement Agency (Report Number: R07-3619; Date issued: 14 March 2007) Glossary and Annexures |
| 6.3 | Must Take Security Measures to Protect Personal Data when Engaging Outsourced Contractor (Report Number: R06-2599; Date issued: 26 October 2006) Annex A |
| 6.4 | The practice of collection of employees' personal data by pinhole cameras without proper justification is excessive and unfair in the circumstances of the case (Report Number: R05-7230; Date issued: 8 December 2005) |
| 6.5 | Unfair collection and disclosure of personal data (Report Number: R97-1948; Date issued: 13 October 1997) |
| 7. Information Book | |
| 7.1 | Recommended Procedures for IT Practitioners on Personal Data Handling |
| 7.2 | E-Privacy - A Policy Approach to Building Trust and Confidence in E-Business |
| 8. Other | |
| 8.1 | Posters |
| 8.2 | "Self-Assessment Form for Evaluating Compliance with the Personal Data (Privacy) Ordinance"(Privacy.SAFE): On-line Version |
| 8.3 | Video: "Get to Know Your Privacy Rights in Relation to Personal Data" |

Office of the Privacy Commissioner for Personal Data, Hong Kong

List of Information Published or Made Available to the Public at Cost

| List of Information | | Cost |
|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-----------------|
| 1. Annual Report | | |
| 1.1 | 2005 – 2006 | HK\$90 |
| 1.2 | 2004 – 2005 | HK\$90 |
| 1.3 | 2003 – 2004 | HK\$90 |
| 1.4 | 2002 – 2003 | HK\$90 |
| 1.5 | 2001 – 2002 | HK\$110 |
| 2. Code of Practice / Guideline & Explanatory Booklet | | |
| 2.1 | PCPD Ordinance | HK\$46 |
| 2.2 | "Code of Practice on Consumer Credit Data" (Revised on June 2003) | HK\$50 |
| 3. Opinion Survey | | |
| 3.1 | 1999 Opinion Survey - Personal Data (Privacy) Ordinance: Attitudes and Implementation - Key Findings | HK\$60 |
| 3.2 | 1998 Opinion Survey - Personal Data (Privacy) Ordinance: Attitudes and Implementation - Key Findings | HK\$60 |
| 4. Information Book | | |
| 4.1 | Data Protection Principles in the Personal Data (Privacy) Ordinance - from the Privacy Commissioner's perspective | HK\$200 |
| 5. Other | | |
| 5.1 | "Self-Assessment Form for Evaluating Compliance with the Personal Data (Privacy) Ordinance"(Privacy.SAFE) - Order Form | HK\$150 /set |
| 5.2 | VCD/VHS : "Personal Data Privacy and You" | HK\$100 |