

PRINCIPAL MEANS OF ACQUIRING PERSONAL INFORMATION AND MAJOR OUTSOURCED BUSINESS OPERATIONS

Principal Means of Acquiring Personal Information

To the extent that it is necessary to achieve the business objectives of the Company, client's personal information may be acquired by the Company through the following means which are considered legal and appropriate:

- Information provided by clients through completing any application forms or surveys of the Company
- Information provided by clients through telephone conversations or email correspondences when dealing with the Company
- Information provided by clients or introducers through the provision of services or products by the Company
- Information that is in the public domain such as information published in books, newspapers or on the internet

Major Outsourced Business Operations

The Company has partially outsourced some of its business operations. The handling of personal information by outsourcees mainly concerns the following business operations:

- Operations relating to the use and maintenance of information system
- Operations relating to the safekeeping of client's personal information