

# China Construction Bank Corporation, Beijing, Swiss Branch Zurich

## Privacy Notice

### Introduction

The following Privacy Notice of China Construction Bank Corporation, Beijing, Swiss Branch Zurich (hereafter “China Construction Bank”, “**we**”, “**us**” or “**our**”) describes for our clients, prospects, and users of our website (hereafter collectively “**users**” or “**you**”) how we collect and process personal data in connection with the use of our banking services, our website or of other services (collectively services).

China Construction Bank takes your privacy seriously and treats your personal data in accordance with the law. We understand that by using our services you may be entrusting us with personal information (“**personal data**”) and assure you that we take our duty seriously to protect this data seriously. This Privacy Notice therefore informs in a transparent manner:

- the kind of personal data we collect and process;
- the purpose for which we process it;
- who may receive your data; and
- what are your rights in relation to such processing.

### 1 Data Controller

China Construction Bank is the data controller with respect to the processing activities described in this Privacy Notice. You may reach out to us at:

China Construction Bank, Zurich Branch (China Construction Bank)

CH-8002 Zürich, Beethovenstrasse 33

China Construction Bank is part of the group of entities under the control of China Construction Bank Corporation, which is listed on listed on both Shanghai Stock Exchange and The Stock Exchange of Hong Kong Limited.

Should you have any questions regarding the processing of your personal data, please contact:

**E-Mail: [dataprotection@ch.ccb.com](mailto:dataprotection@ch.ccb.com)**

### 2 Collection and Further Processing of Personal Data

If you only use the website for informational purposes, i.e., if you do not register or otherwise provide us with information, we only collect the personal data that your browser transmits to our server. We collect the following data, which is technically necessary for us to display our website to you and to guarantee stability and security:

- Communication data (name, e-mail address, IP address)
- The date and time of the request
- Time zone difference to Greenwich Mean Time (GMT)

- Content of the request (specific page)
- Access status / HTTP status code
- Amount of data transferred in each case
- Website from which the request came
- Browser information
- Operating system and its interface
- Language and version of the browser software.

When entering a business relationship with you, we collect personal data to the extent permitted by the applicable law such as:

- personal details such as your name, identification number, date of birth, compliance related documents (including a copy of your national identity card or passport), phone number, address and domicile, electronic address;
- identifiers we assign to you, such as your client, business relation, contract, partner or account number, including identifiers for accounting purposes;
- financial information, including payment and transaction records and information relating to your assets;
- tax domicile and other tax-related documents and information;
- your knowledge of and experience in relation to financial services and products;
- where relevant, professional information about you, such as your job title and work experience;
- interactions with you and the products and services you use,
- any recordings of phone calls;
- identifiers we assign to you, such as your client, business relation, contract, partner, or account number, including identifiers for accounting purposes.

### **3 Purposes of Processing Personal Data**

In accordance with applicable data protection laws, China Construction Bank may process Personal Data namely for, but not limited to, the following purposes:

- performance of services, preparation, execution and performance of offers, contracts and transactions;
- maintenance and development of client and other business relations
- preparation of events, promotions, advertisement and marketing;
- development, operation, management, and maintenance of our websites and other digital offerings.
- development, operation, management and maintenance of our infrastructure, such as IT infrastructure and other systems;
- compliance with legal and regulatory requirements and internal rules of China Construction Bank;
- risk management (including market risk, credit risk, operational risk, liquidity risk, legal risk and reputational risk).

Our website also enables users also to quickly get in touch with us via e-mail. If you contact China Construction Bank by e-mail, the personal data you provide will be stored automatically. Such personal data transmitted on a voluntary basis will be stored for the purpose of processing or contacting you. This personal data is not passed on to third parties.

## **4 Disclosure and Transfer of Personal Data**

### **4.1. Data Disclosure within China Construction Bank**

We may share personal data within China Construction Bank Corporation and its branches to provide our services and products to you.

### **4.2. Data Disclosure to Third Parties**

We may transfer personal data to other credit and financial services institutions to provide and perform our services for you. We can share personal data, including where relevant to:

- Payment recipients, beneficiaries, account nominees and intermediaries;
- Clearing houses, clearing or settlement systems, or institutions such as SWIFT;
- Stock exchanges;
- Business partners (including IT providers);
- Lawyers, auditors, accountants, and consultants providing legal, audit and consultancy services to us.

Some countries do not provide adequate data protection provisions. In this case, we ensure suitable data protection with adequate contractual guarantees based on EU and Swiss Standard Contractual Clauses or other provisions. We may transfer personal data based on the exception of consent, contract processing, determination, assertion, or enforcement of legal claims, overriding public interests, or because the transfer is necessary to protect the physical integrity of a data subject.

Where so prescribed by applicable legislation, we may on request, or under an ongoing duty to provide information disclose data to supervisory authorities, judicial authorities, or other persons of authority.

## **5 Retention of Personal Data**

We will only retain personal data for as long as necessary to fulfil the purpose for which it was collected or to comply with legal, regulatory, or internal policy requirements.

As far as necessary, we will store your personal data that relates to the provision of our services or to the contract or business relationship for as long as the relation is ongoing and for a period of 10 years after the termination of the relationship.

If you wish to have your personal data removed, you can make a request as described in section 8 below.

We retain personal data as long as we need it to fulfil our purposes outlined in section 3.

## **6 Further Functions and Offers on our Website**

In addition to the purely informational use of our website, we offer various services that you can use. To do this, additional personal data will need to be provided, which we use to provide the respective service and for which the aforementioned data processing principles apply.

In some cases, we use external service providers to process your data. These have been carefully selected and commissioned by us, are bound by our instructions, and are assessed regularly.

If our service providers or partners are based in a country outside of Switzerland, we will inform you of the consequences of this fact in the description of the offer.

## 7 Use of Cookies

In addition to the aforementioned data, we use cookies, which are stored on your computer when you use our website. Cookies are small text files that are stored on your hard drive and assigned to the browser you are using and through which certain information flows to the place that sets the cookie. Cookies cannot run programs or transmit viruses to your computer. They serve to make the Internet offer more user-friendly and more effective overall.

You can configure your browser settings according to your wishes and e.g., reject third-party cookies or all cookies. So-called "Third Party Cookies" are cookies, that have been set by a third party, therefore not by the actual website you are currently visiting. We would like to point out that by deactivating cookies you may not be able to use all functions of this website.

For more information, please refer to our Cookie Policy.

## 8 Your Rights

If and insofar as this is provided for under applicable data protection law, you have the following privacy rights, you can enforce:

- You have the right to ask China Construction Bank for copies of your personal information we have (Right of access). You can make a subject access request to find out what personal information we hold about you; how we are using it; who we are sharing it with; and where we got your data from.
- You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete (Right to rectification).
- You have the right to ask us to erase your personal information in certain circumstances (Right to erasure).
- You have the right to ask us to restrict the processing of your information in certain circumstances (Right to restriction of processing).
- You have the right to object to processing if we at China Construction Bank are able to process your information because the process forms are in our legitimate interests (Right to object the processing).
- If applicable, you have the right to ask that we transfer the information you gave us from one China Construction Bank to another organisation or give it to you (Right to data portability). The right only applies if we are processing information based on your consent or in talks about entering into a contract and the processing is automated.
- Should China Construction Bank make an automated individual decision which may have a legal effect for you, you may have the right to speak with a representative of China Construction Bank and to request a reconsideration of that decision. If so, you might no longer be able to use certain automated services.
- You may also raise a complaint with the competent data protection authority, which for China Construction Bank in Switzerland is the Swiss Federal Data Protection and Information Commissioner (<http://www.edoeb.admin.ch>).

## **9 Amendment of our Privacy Notice**

We reserve the right to change our security and data protection measures if this becomes necessary due to technical circumstances. In these cases, we will also amend our information on data protection accordingly. Please note, therefore, the current version of our privacy notice.

Status: 1 September 2023