

Notification of Changes on Members' Particulars

更改現有成員資料通知

Employer Name 僱主名稱 : _____
 Plan No. 計劃編號 : _____
 Contact Person 聯絡人 : _____ Contact No. 聯絡電話 : _____

Please note 請注意:

Please fill in Columns (2) & (3) and Column(s) of data you want to update with the new information. 請填妥第(2)欄和第(3)欄及閣下欲更改之資料欄。

(1) For Internal Use 內部專用	(2) Member Name (Same as I.D. Card/Passport) 成員姓名 (與身份證/護照相同)		(3) I.D. Card/ Passport No. 身份證/護照號碼	(4) Department 所屬部門	(5) Monthly Salary 月薪 (MOP 澳門幣)	(6) Grade/ Benefit Plan 級別/ 權益計劃	(7) Effective Date of Change(s) 更改生效日期			(8) Remarks 備註
	Surname 姓	Given Name 名					Y 年	M 月	D 日	

I/We confirm that we have read and understood the declaration and Personal Data Collection and use clauses stated overleaf. 本人/吾等確認已參閱及瞭解背頁所述之聲明及個人資料及使用條款。

 Authorized Signature & Company Chop 授權人簽署及公司印鑑

 Date 日期 (dd/mm/yyyy 日/月/年)



AIA International Limited
 (Incorporated in Bermuda
 with limited liability)

1903, AIA Tower, 251A-301,
 Avenida Comercial de Macau
 Macau
 T: (853) 8988 1814 (Employer)
 (853) 0800 272 (Member)
 F: (853) 2872 2782

RETIREMENT.AIA.COM.HK

友邦保險(國際)有限公司
 (於百慕達註冊成立之有限公司)
 澳門商業大馬路251A-301號友邦廣場1903室

Declaration 聲明

I/We declare and confirm that I am/we are duly authorised by my/our employees to release the information of my/our employees to AIA International Limited (the “Management Company”) for updating member record accordingly. I/We confirm that the information of my/our employees which I/we provide to the Management Company has been verified including the Identity Card/Passport number stated in this form.

本人/吾等聲明及確認吾等/吾等獲本公司僱員授權向友邦保險(國際)有限公司(「管理公司」)發放本公司僱員之資料以更改本公司僱員之記錄。本人/吾等確認其提交予管理公司之有關本公司之僱員資料, 包括在此表格上所示之身份證/護照號碼均已核對無誤。

I/We hereby authorise the Management Company to accept, process, execute and rely upon instructions issued in my/our names with my/our signatures which had been sent to the Management Company by facsimile or other means, and whether on behalf of myself/ ourselves or my/ our employees. I/We understand and agree that I/we shall not be required to provide further documentation or original copies to confirm or furnish as evidence of the said instructions sent to the Management Company. I/We agree to be bound by the said instructions sent to the Management Company under my/our names with my/our signatures. To the extent the instructions are in connection with my/ our employees, I/ we confirm that I/ we have been duly authorized by them to complete and submit such instructions and to undertake all ancillary and follow-up actions.

本人/吾等謹此授權管理公司依據以本人/吾等名義簽署發出以圖文傳真形式或其他傳遞形式, 送往管理公司之代表本人/吾等或本公司僱員的指示以接納、處理及執行有關事宜。本人/吾等明白並同意本人/吾等將毋須提供進一步文件或正本作為確實或補充上述送往管理公司的指示之證明。本人/吾等同意及接受以本人/吾等名義送往管理公司之已述指示約束。倘若該指示與本公司僱員有關, 本人/吾等確認本人/吾等已獲本公司僱員正式授權填寫及遞交該指示, 以及負責全部有關輔助及跟進的工作。

I/ we will indemnify and keep the Management Company and its affiliates indemnified against any and all losses, costs, expenses, actions, proceedings and liabilities suffered by the Management Company or its affiliates as a result of any inaccurate information provided by me/us or my/our employees or my/our agent or intermediary, and/or upon the Management Company's or its affiliates' execution of any such instructions except where there is proven (to the satisfaction of the Management Company or its relevant affiliate) willful default, gross negligence or fraud on the part of the Management Company or its relevant affiliate.

除因管理公司或其相關關聯公司被證明故意失責、嚴重疏忽或欺詐外(此證明須得管理公司或其相關關聯公司信納), 倘若本人/吾等或本公司僱員或本人/吾等之代理人或中介人所提供之資料錯誤及/或管理公司或其關聯公司因執行相關指示, 而導致管理公司或其關聯公司需要承擔任何損失、支出、責任, 或需要進行任何行動或訴訟, 本人/吾等同意作出有關賠償予管理公司及其關聯公司。

PERSONAL DATA COLLECTION AND USE 個人資料收集及使用

I/We confirm that I/we have read and understood the AIA Personal Information Collection Statement (“AIA PIC”). I/We declare and agree, and my/our employees agree, that any personal data and other information relating to me/us or my/our employees contained in this form or collected, obtained, compiled or held by the Management Company by any means from time to time may be collected and utilized in accordance with the AIA PIC. I/We acknowledge and consent, and my/our employees consent, to the transfer of personal data and other information relating to me/us or my/our employees in or outside of Macau for the purposes and to the types of transferee as set out in the AIA PIC.

The updated version of AIA PIC is available for download from aia.com.hk, and is made available upon request.

本人/吾等確認本人/吾等已閱讀及明白 AIA 個人資料收集聲明(「個人資料收集聲明」)。本人/吾等聲明及同意, 以及本公司僱員同意在本表格所載或管理公司不時以任何方法收集所得、編製或持有關於本人/吾等或本公司僱員的任何個人資料及其他資料, 可根據個人資料收集聲明收集及使用。本人/吾等知悉及同意, 以及本公司僱員同意就個人資料收集聲明所述目的在澳門境內轉移關於本人/吾等或本公司僱員的個人資料及其他資料或轉移有關資料至澳門境外, 及轉移予個人資料收集聲明所載的資料承讓人。

AIA 個人資料收集聲明的最新版本可於 aia.com.hk 下載或向管理公司索取。

I/We understand that the Management Company may be unable to process this form if I/we fail to provide any information or consent requested in this form.

本人/吾等明白若本人/吾等未能按此表格要求提供有關資料或同意給予管理公司, 管理公司可能無法處理此表格。