

# Privacy is our Priority

## Privacy Statement of On the Road Editions Ltd. and its subsidiaries and associates incorporated and doing business in Hong Kong (hereinafter collectively referred to as "OTREL")

We are committed to protecting your personal and financial information. In order to deliver to you the services we contract to provide we need to collect and maintain certain information concerning you and any person (herein described as a "Traveller") for whom you have accepted responsibility pursuant to a contract made between yourself and OTREL. This Privacy Statement describes the personal and corporate information we collect, what we do with it, and how we protect it. Please rest assured that we operate in compliance with the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong).

In this Privacy Statement, except where the context otherwise requires:

- the expression "you" includes you personally and any Traveller and "your" and "yours" shall be interpreted accordingly; and
- "Tour" means any tour, travel, adventure, holiday, meeting or other event organised and/or managed by OTREL

### Types of personal information we collect:

- Your name, address, passport or identity card number, date of birth, contact details, and, in connection with applications and services which require such information for the proper delivery of OTREL's service to you or in the interest of your security or welfare while travelling with OTREL but not further or otherwise, particulars of family and/or next of kin, medical history, employment information, banking information and the like.
- The relationship(s) between you personally and any Traveller.

### Information we do not disclose

OTREL will not disclose personal information about you to anyone except as:

- required for the performance by OTREL and its agents, contractors and service providers of the services which OTREL has contracted to provide to you; or
- required or permitted by law; or
- with your consent.

We shall not under any circumstances sell your personal information and this commitment is made with the intent that it should bind any receiver or liquidator of On the Road Editions Ltd. and every one of its subsidiaries.

On the Road Editions will disclose information to:

- an Emergency Contact nominated by you on the Booking Form covering any Tour for which you have booked; or
- the Police, Ambulance, Insurance Company, Travel Agency, Rental Car Agency or other service deemed necessary to perform any required tasks in case of an emergency; or
- as required by law in the case of government or regulatory organisations having jurisdiction over us.

### How does On the Road Editions protect the confidentiality and security of my personal information?

We maintain physical, electronic, and procedural safeguards that comply with all statutory provisions in effect in Hong Kong governing privacy and data protection and with all relevant standards necessary to guard your personal information.

We also limit access to your personal information to only those employees who need the information to provide products or services to you, such as customer service personnel.

### What should I know about "cookies"?

"Cookies" are information that a website can send to your browser and store on your computer. Cookies do not contain personal information about you (unless you knowingly provide it). They usually contain only information about the pages or links that you view.

On the Road Editions uses cookies to enhance navigation and the functionality of our website, to verify your identity and to personalise and streamline your experience on the site. We also use cookies to let us know how you are using our website so that we can improve both the website and your experience of it.

You do have control over cookies. Most browsers allow you to be notified before a cookie is placed on your computer. You can also set most browsers to refuse cookies, although this may negatively affect your Internet experience. You can also erase cookies that are already on your computer. For more information on working with cookies, see your browser or operating system's user manual, FAQ, or online help.

For answers to other questions regarding this Privacy Statement, please email [contact@ontheroadeditions.com](mailto:contact@ontheroadeditions.com).