

**個人資料保護告知書**  
**Personal Information Protection Notification**

- 一、親愛的客戶您好，由於個人資料之蒐集，涉及 臺端的隱私權益，菲律賓首都銀行台北分行(以下稱本行)向 臺端蒐集個人資料時，依據個人資料保護法(以下稱個資法)第八條第一項規定，應明確告知 臺端下列事項：(一)非公務機關名稱(二)蒐集之目的(三)個人資料之類別(四)個人資料利用之期間、地區、對象及方式(五)當事人依個資法第三條規定得行使之權利及方式(六)當事人得自由選擇提供個人資料時，不提供將對其權益之影響。

Considering confidentiality of the collection of your personal information, in respect to the paragraph one of Article 8 of Personal Information Protection Act (the "Act"), Metrobank (the "Bank") shall clearly inform you following issues: (1) name of non-government agency; (2) purpose of collection; (3) classification of personal information; (4) period, areas, parties and way of the use of personal information; (5) the rights and methods you may exercise in terms of Article 3 of the Act; (6) you may decide to provide personal information or not and the impact of nondisclosure of personal information.

- 二、有關本行蒐集 臺端個人資料之目的、個人資料類別及個人資料利用之期間、地區、對象及方式等內容，請 臺端詳閱如後附表。

With regard to your information to be collected by the Bank, please refer to the Annex for detail purpose of collection, classification of personal information and period, areas, parties and way of the use of your personal information.

- 三、依據個資法第三條規定，臺端就本行保有 臺端之個人資料得行使下列權利：

- (一)除有個資法第十條所規定之例外情形外，得向本行查詢、請求閱覽或請求製給複製本，惟本行依個資法第十四條規定得酌收必要成本費用。
- (二)得向本行請求補充或更正，惟依個資法施行細則第十九條規定，臺端應適當釋明其原因及事實。
- (三)本行如有違反個資法規定蒐集、處理或利用 臺端之個人資料，依個資法第十一條第四項規定，臺端得向本行請求停止蒐集。
- (四)依個資法第十一條第二項規定，個人資料正確性有爭議者，得向本行請求停止處理或利用 臺端之個人資料。惟依該項但書規定，本行因執行業務所必須並註明其爭議或經 臺端書面同意者，不在此限。
- (五)依個資法第十一條第三項規定，個人資料蒐集之特定目的消失或期限屆滿時，得向本行請求刪除、停止處理或利用 臺端之個人資料。惟依該項但書規定，本行因執行業務所必須或經 臺端書面同意者，不在此限。

According to Article 3 of the Act, you may exercise following rights with regard to your personal information collected by the Bank:

- (1) Except the situation stated in the Article 10 of the Act, you may inquire and request for a review or make duplications of your personal information but the Bank may charge necessary handling fee in terms of Article 14 of the Act.
- (2) You may request to supplement or correct your personal information but in terms of Article 19 of the enforcement rule of the Act, you shall explain the reason and fact properly.
- (3) In terms of the 4<sup>th</sup> paragraph of Article 11 of the Act, you may request the Bank to discontinue the collection in the cases where a violation of this Act occurred during collecting, processing or using your information.
- (4) In terms of the 2<sup>nd</sup> paragraph of Article 11 of the Act, in the event of a dispute regarding the accuracy of personal information, you may request the Bank to discontinue processing or using your personal information. However, the preceding sentence may not be applicable when it is necessary for the performance of an official duty or fulfillment of a legal obligation and has been recorded, or when it is agreed by you in writing.
- (5) In terms of the 3<sup>rd</sup> paragraph of Article 11 of the Act, you may request the Bank to delete, discontinue processing or using your personal information when the specific purpose no longer exists or time period expires. However, the preceding sentence may not be applicable when it is necessary for the performance of an official duty or fulfillment of a legal

obligation and has been recorded, or when it is agreed by you in writing.

四、臺端如欲行使上述個資法第三條規定之各項權利，有關如何行使之方式，得於本行網站（網址：[www.metrobank.com.tw](http://www.metrobank.com.tw)）查詢。

Please refer to the Bank website ([www.metrobank.com.tw](http://www.metrobank.com.tw)) for the methods of exercising your rights prescribed in Article 3 of the Act.

五、臺端得自由選擇是否提供相關個人資料及類別，惟 臺端所拒絕提供之個人資料及類別，如果是辦理業務審核或作業所需之資料，本行可能無法進行必要之業務審核或作業而無法提供 臺端相關服務或無法提供較佳之服務，敬請見諒。

You are in the position to decide whether providing personal related information and classification. However, the Bank may not be able to provide you relevant services or better services if the Bank may not process necessary checking in terms of the operation requirement due to the lack of your personal information and classification. Your understanding is appreciated.

英文翻譯僅供參考，若中文與英文之內容不一致時，以中文為準。

*The English translation is only for reference, in the event of any discrepancy between the Chinese and English texts hereof and thereof, the Chinese version shall govern*

附表(Annex)

業務類別: Business Type	存匯業務 Deposit/Remittance	授信業務 Credit	外匯業務 Foreign Exchange
業務特定目的及代號: Business specific purpose and code	022 外匯業務 036 存款與匯款業務 067 信用卡、現金卡、轉帳卡 或電子票證業務 082 借款戶與存款戶存借作業 綜合管理 112 票據交換業務 181 其他經營合於營業登記項 目或組織章程所定之業務 (未來如有適用將載明) 022 Foreign Exchange Business 036 Deposit and Remittance Business 067 Credit Card, Cash Card, Transfer Card and Electronic Certificate Business 082 Borrower/Depositor Consolidated Management 112 Checks Clearance Business 181 Other business items registered in the business certification or in the article in corporation (to be detailed when applicable)	022 外匯業務 067 信用卡、現金卡、轉帳卡 或電子票證業務 082 借款戶與存款戶存借作業 綜合管理 088 核貸與授信業務 106 授信業務 111 票券業務 126 債權整貼現及收買業務 154 徵信 181 其他經營合於營業登記項 目或組織章程所定之業 務(未來如有適用將載 明) 022 Foreign Exchange Business 067 Credit Card, Cash Card, Transfer Card and Electronic Certificate Business 082 Borrower/Depositor Consolidated Management 088 Credit approval & extension business 106 Credit Extension Business 111 Bill Business 126 Debt discount and purchase business 154 Credit 181 Other business items registered in the business certification or in the article in corporation (to be detailed when applicable)	022 外匯業務 036 存款與匯款業務 082 借款戶與存款戶存借作業 綜合管理 088 核貸與授信業務 106 授信業務 154 徵信 181 其他經營合於營業登記項 目或組織章程所定之業務 (未來如有適用將載明) 022 Foreign Exchange Business 036 Deposit and Remittance Business 082 Borrower/Depositor Consolidated Management 088 Credit approval & extension business 106 Credit Extension Business 154 Credit 181 Other business items registered in the business certification or in the article in corporation (to be detailed when applicable)
共通特定目的及代號: Business common purpose and code	040 行銷 059 金融服務業依法令規定及金融監理需要，所為之蒐集處理及利用 060 金融爭議處理 063 非公務機關依法定義務所進行個人資料之蒐集處理及利用 069 契約、類似契約或其他法律關係管理之事務 090 消費者、客戶管理與服務 091 消費者保護 098 商業與技術資訊 104 帳務管理及債權交易業務 136 資(通)訊與資料庫管理 137 資通安全與管理 157 調查、統計與研究分析 182 其他諮詢與顧問服務 040 Marketing 059 Financial institutions collect, process and use the information in respect to regulations and regulatory financial supervision needs. 060 Handling financial dispute 063 Non-government agency to collect, process and use the personal information in respect to legal obligation 069 Contract or quenci-contract or other matters in relation to legal management 090 Consumer/Customer management and services 091 Consumer protection 098 Commercial and technology information 104 Account management and debt trading business 136 Information (communication) and database management 137 Information/communication security and management 157 Investigation, statistics and research analysis 182 Other advising and consultant services		
蒐集之個人資料類別: Classification of the personal information collected	姓名、身分證統一編號、性別、出生年月日、通訊方式及其他詳如相關業務申請書或契約書之內容， 並以本行與客戶往來之相關業務、帳戶或服務及自客戶或第三人處(例如：財團法人金融聯合徵 信中心)所實際蒐集之個人資料為準。 Name, I.D. Card number, gender, date of birth, contact information and other information detailed in the relevant applications or contacts/agreements and the personal information is in terms of information the Bank collected from the business, accounts or services provided to the customer or from the third parties (such as Joint Credit Information Center)		
個人資料利用之期間:	一、特定目的存續期間。		

Period of using the personal information	<p>二、依相關法令所定（例如商業會計法等）或因執行業務所必須之保存期間或依個別契約就資料之保存所定之保存年限。</p> <p>（以期限最長者為準）</p> <ol style="list-style-type: none"> <li>1. Within time period of specific purpose</li> <li>2. Retention period in accordance with the relevant laws/regulations (such as Business Entity Accounting Act etc.) or in line with business needs or individual contracts.</li> </ol> <p>（the longer period to be applied）</p>
個人資料利用之地區： Area of using the personal information	<p>下方「個人資料利用之對象」欄位所列之利用對象其國內及國外所在地</p> <p>The location of the parties indicated in the column of “Parties of using the personal information”</p>
個人資料利用之對象： Parties of using the personal information	<ol style="list-style-type: none"> <li>一、本行(含受本行委託處理事務之委外機構)</li> <li>二、依法令規定利用之機構（例如：本行母公司或所屬金融控股公司等）。</li> <li>三、其他業務相關之機構（例如：通匯行、財團法人金融聯合徵信中心、財團法人聯合信用卡處理中心、台灣票據交換所、財金資訊股份有限公司、信用保證機構、信用卡國際組織、收單機構暨特約商店等）。</li> <li>四、依法有權機關或金融監理機關。</li> <li>五、客戶所同意之對象（例如本行共同行銷或交互運用客戶資料之公司、與本行合作推廣業務之公司等）。</li> </ol> <ol style="list-style-type: none"> <li>1. The Bank (including the service provider engaged with the Bank)</li> <li>2. The institution using the information in compliance with regulations (such as the parent company of the Bank or the financial holdings the Bank belonging to)</li> <li>3. The institutions in relation to relevant business (such as correspondent banks, Joint Credit Information Center, National Credit Card Center of R.O.C., The Taiwan Clearing House, Financial Information Service Co., Ltd., credit guarantee institutions, credit card international organizations, credit card acquirers and engaged stores.</li> <li>4. legally investigation authority or financial supervisory authority</li> <li>5. Parties agreed by the customer (such as the Bank’s jointly marking or customer information sharing companies, the Bank’s business cooperative units)</li> </ol>
個人資料利用之方式： Ways of using personal information	<p>符合個人資料保護相關法令以自動化機器或其他非自動化之利用方式。</p> <p>By way of automatic or non-automatic measures that is compliance with personal information protection relevant regulations.</p>

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