

Data Subject Request

Date

Details of the requestor:

Full Name:

Age:

Email address:

Phone Number:

Postal address:

Preferred communication channel

Type of relationship with the Bank

Acting on behalf of another person? YES ☐ NO ☐ If YES Name

Capacity under which you are acting

Please note that the above information is mandatory for dealing with your request.

Please attach:

1. Identification card with photo (e.g. passport, driver license, national ID card);
2. Documents supporting your request (e.g. for a request of portability, the details on the data requested;
3. potential desired format for deliverance or email address to be delivered);
4. If acting on behalf of another person, the documents which authorise you to represent this person.

Details of the request:

Type of Request

- ☐ Inform you about how we process your personal data (right of information);
- ☐ Correct your personal data (right of rectification);
- ☐ Obtain access to or a copy of your data (right of access);
- ☐ Transfer your data to another party (right of portability);
- ☐ Restrict a processing of your personal data (right to restrict processing);
- ☐ Object to a processing of your personal data (right to object);
- ☐ Delete your personal data (right of erasure).

Please provide details regarding your request (e.g. detailed description of what are you asking for or explain the background of your request including your expectations:

Requirements of the request:

1. Each request must be filled using any means ensuring complete readability; we cannot guarantee that your request is processed if not readable.

2. The bank must identify the person filing the request and may ask for additional documents to prove the identity power of attorney, relationship with the person concerned, etc.
3. The request must be clear and precise, otherwise the bank will contact you to request more details to understand the scope of your request.
4. Oral request will be answered orally without phone recording.

Sending the form to the Bank

This form can be sent directly to our data protection officer at:

Email address: dpo@eu.ccb.com

Postal address:

China Construction Bank Europe S.A.

To the attention of the Data Protection Officer

16 Boulevard Royal

L-2449 Luxembourg

Next steps

Once we have reviewed your identity and the information provided, we will assign a unique identification number to your request, which will be used for all further communication.

We will process your request within one month.

In case we are not in a position to process your request within one month, you will inform you accordingly.

If you are not satisfied with our resolution and wish to file a complaint, you can contact the Luxembourg data protection supervisory authority (the *Commission Nationale pour la Protection des Données* at 15 Boulevard du Jazz, L-4370 Belvaux)