



NOTICE TO MEMBERS

DATA PROTECTION

Our valued members are hereby informed that in accordance with the Data Protection Act, the Mauritius Civil Service Mutual Aid Association (MCSMAA) Ltd will collect, process and file the personal data supplied by you in any manner, for any or all of the following purposes:

- a) The performance of a contract to which you are a party or the implementation of pre-contractual measures you request or require;
- b) The obtaining of authorisation from officers or other employees of the MCSMAA Ltd, when such authorisation is required in order to carry out obligations out of (a) and for the purpose of informing such officers or employees of the developments within the MCSMAA Ltd whether such officers or employees are in Mauritius or outside Mauritius;
- c) For the establishing, exercising or defending of any legal claims arising;
- d) To send you information about products and /or services provided by the MCSMAA Ltd. Such information may be sent by mail, telephone, automated calling machine, facsimile machine, electronic mail or other means;
- e) For the prevention and detection of any criminal activity which the company is bound to report;

It is mandatory to provide the data, else we will not be able to process your application for Membership / Loan / Fixed Deposits / Retirement Savings Fund. Recipient of the data collected is the Mauritius Civil Service Mutual Aid Association Ltd whose registered office is at 5, Guy Rozemont Square Port Louis.

You have the right to require access to your personal data which is being processed and demand correction. Pursuant to Section 41 of the Data Protection Act 2004, where you wish to have access to your personal data, you should make a request on the '**Request for access to personal data**' form available at our Customer Service section. A copy of your personal data will be issued to you against payment of a fee of **Rs 75**.

In appropriate circumstances, you may request the erasure of any inaccurate, incomplete or immaterial personal data. Please inform the MCSMAA Ltd immediately of any variations relating to your personal data which is being processed by the latter. The MCSMAA Ltd undertakes to implement appropriate measures and safeguards for the purpose of protecting the confidentiality, integrity and availability of all data processed. Once the application has been processed, data will be destroyed according to legal requirements.

March 28, 2012