



## MEMBERSHIP CONVERSION / CHANGE OF PERSONAL PARTICULARS FORM

 Membership Conversion

 Change of Personal Particulars / Update Records

Name (as in NRIC)	
NRIC / FIN No.	
Date of Birth (dd/mm/yyyy) <i>eg. 23/04/1981</i>	
Address	
Contact (mobile / home / office)	
Email address	
Current Company / Ward / Department	
Occupation	
^Residential Status (For change of <b>FIN to NRIC</b> only)	*Singaporean / Permanent Resident
Old FIN no. (For change of <b>FIN to NRIC</b> only)	

^ Please provide documentary proof for change of Nationality / Residential Status

\* Delete where applicable

- Please note that membership conversion to HSEU can only be activated if the applicant is a current and fully paid-up member of NTUC or its affiliated unions.

I certify that the information given by me is true and correct. I agree to:

**Transfer Between Membership Types**

- Authorize NTUC and its affiliated unions/associations to assign and transfer my membership depending on eligibility and work status.
- Give 3 months' notice for termination of membership in writing.

**Collection, Use and Disclosure of Personal Data**

- 1) I consent to my personal data being collected, used and retained by NTUC and my union/association for the purposes of processing, administering and managing my membership.
- 2) I acknowledge that the collection, use and/or disclosure of my NRIC/FIN number is necessary to accurately establish my identity to a high degree of fidelity in relation to "NTUC Gift", a group insurance policy exclusively for members of NTUC affiliated unions and associations; financial subsidies for skill upgrading and training under the Union Training Assistance Programme (UTAP) and an array of other services including purposes of updating my records, but not limited to legal consultation, job placement and education grants.
- 3) I consent to my personal data being disclosed amongst:
  - a) NTUC and the affiliated union/association of which I will be a member for the purposes of managing my respective membership; and
  - b) NTUC/affiliated union/association, the Employment and Employability Institute, and NTUC Social Enterprises for the purposes of managing and increasing membership benefits and privileges.
- 4) I consent to be contacted by NTUC and my assigned union/association via email, text messages, fax and/or post for matters relating to employment and employability, industrial relations, training and education, social and recreation as well as to give my opinion/feedback on such matters.
- 5) For the purposes of industrial relations and employment-related issues, I consent to NTUC and my union obtaining my personal data and any relevant data relating to my employment from my employer.
- 6) I will also keep NTUC and my assigned union/association informed immediately of any changes to my employment changes or personal particulars that may affect my membership status and benefits.
- 7) For any enquiries on personal data protection matters, please email to [dpo@ntuc.org.sg](mailto:dpo@ntuc.org.sg)

\_\_\_\_\_  
Signature of member / Date

**For official use only:**

Change of Union membership from \_\_\_\_\_ (current union) to HSEU/ \_\_\_\_\_ (branch code).

Membership type: Ordinary Branch / General Branch\*

Recruiter Code: \_\_\_\_\_ (Name as per NRIC), \_\_\_\_\_ (NRIC)