

APPLICANT REGISTRATION FORM 申請人登記表格

(Register to activate electronic application for new label and renewal 登記啟用電子申請-新標籤及續期)

Notes to Registration 註冊須知事項

- Original copy** of this Form shall be submitted by **post** or by **person** to Noise Management and Control Section of the Environmental Protection Department (EPD). For company, a **copy** of B.R.C. shall be submitted. For individual, the applicant shall produce the proof of identity (e.g. H.K.I.D. card) for verification. (Refer to Enquiry / Submission Means)
申請人可**郵寄**或**親身**將此表格**正本**遞交至環境保護署(環保署)噪音監理及管制課。如屬公司申請,須一併遞交商業登記證**副本**。如屬個人申請,須出示有效的身份證明文件以供核實身份。(參閱查詢/呈交途徑)
- This form is to register applicant's information (including signature and company stamp) in EPD for filling in electronic application forms (e-Forms) of new label application and label renewal application in advance.
本登記表內的申請人資料(包括簽名及公司印鑑)將會記存於環保署以預先填寫於新標籤及標籤續期的電子申請表格上。
- Upon successful registration, the **Applicant ID**, **e-Forms** and the **personal authentication code (PAC)** will be sent to registered e-mail by EPD. If applicant does not receive the reply, please make an enquiry to the EPD (refer to Enquiry / Submission Means).
如成功登記,環保署會把**申請人編號**、**電子申請表格**及其**認證號碼**發送至登記電郵地址。如申請人仍未收到電郵回覆,請向環保署查詢(參閱查詢/呈交途徑)。
- For applicant who needs to **update registered information** or **loses e-Forms / PAC**, please fill in this form and the Applicant ID. After verifying applicant's identity, the appropriate documents would be sent to registered e-mail by EPD.
如申請人需要**更新已登記資料**或**遺失電子申請表格/認證號碼**,請填妥本表格及申請人編號。環保署將會於核實身份後把適當文件發送至登記電郵地址。
- Please duly complete and duly sign all applicable fields with **BLOCK LETTERS**.
請以正楷正確填妥及簽署本表格內所有適用項目。

Registration Information 登記資料

1. Type of Registration 登記類別 (□請在適當方格內填上[✓]號 Please tick as appropriate)

 First Registration 首次登記 Update 更新 Loss 遺失 (e-Form/PAC 表格/認證號碼)

For Update/Loss 更新/遺失適用,

Applicant ID
申請人編號: _____

2. Name of Company 公司名稱^ _____

3. B.R.No. 商業登記號碼^/ _____

H.K.I.D. No. 香港身份證號碼 _____

4. Correspondence Address 通信地址 _____

5. Name of Applicant 申請人姓名 _____

6. Telephone No. 電話號碼 _____

7. Company Tel No. 公司電話^ _____

8. Fax No. 傳真號碼 _____

9. E-mail Address 電郵地址* _____

10. Position of Applicant 申請人職位^ _____

^Not applicable for personal application 不適用於個人申請

*Please ensure a correct e-mail address for receiving EPD's reply 請確保電郵地址正確以接收環境保護署回覆

Declaration 聲明

I declare that to the best of my knowledge and belief, the information given in this registration is true and correct. I understand that registration that is made in consequence of false or misleading information will be revoked. If the situation may commit any offence under other legislation, EPD may refer the case to the appropriate law enforcement agency.

本人聲明,據本人所知及所信,註冊表格內所提供的資料全屬真實確無訛。本人明白,因虛假或具誤導性的資料所發出的註冊將會被撤銷。若情況可能觸犯其他法例訂明的刑事罪行,環保署或會將有關個案轉交適當的執法機構跟進。

Applicant's Signature
申請人簽名Official Company Stamp(if applicable)
公司印鑑(如適用)

Enquiry / Submission Means
查詢 / 呈交途徑

Office 辦事處	Office Address 辦事處地址	Tel. No. 電話	Fax No. 傳真	E-mail 電郵	Office Hours # 辦公時間
Noise Management & Control Section, EPD 環境保護署 噪音監理及管制課	6/F., Chinachem Tsuen Wan Plaza, 455-457 Castle Peak Road, Tsuen Wan, N. T. 新界荃灣青山公路455-457號華懋 荃灣廣場6樓	2411 9689	2413 3358	qpme@epd.gov.hk	Monday – Friday 星期一至五 09:00-12:00, 14:00-17:00

Closed on Saturdays and Public Holidays including Sundays 星期六、日及公眾假期休息

Personal Information Collection Statement

Purpose of Collection

- The personal data provided by means of this form will be used by Environmental Protection Department for one or more of the following purposes:
 - activities relating to the processing of your submission in this form;
 - administration and enforcement of relevant environmental legislation;
 - pollution complaint investigations;
 - statistical and any other legitimate purposes; and
 - to facilitate communications between Government and yourself.
- The provision of personal data by means of this form is voluntary. If you do not provide sufficient information, we may not be able to process your application.

Classes of Transferees

- The personal data you provided by means of this form may be disclosed to:
 - other government bureaus and departments, and any other third party service providers for the purpose mentioned in paragraph 1 above; and
 - other persons as permitted by the relevant legislation.

Access to Personal Data

- You have a right of access and correction with respect to personal data as provided for in section 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

Enquires

- Enquires concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:
Access to Information Officer
33/F., Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong.
Tel: 2838 3111 Fax: 2838 3111

收集個人資料聲明

收集個人資料的目的

- 你在這份表格上提供的資料，環保署將用於下列一項或多項用途：
 - 與處理本表格申請事項有關的工作；
 - 有關環境法例的執行和執法；
 - 污染投訴調查；
 - 統計及其他法定用途；以及
 - 方便政府跟你聯絡。
- 是否在本表格上提供個人資料，純屬自願性質。如果你不提供足夠的資料，本署未必可以處理你的申請。

獲轉交個人資料人士的類別

- 你在本表格上提供的個人資料，本署可向下列人士披露：
 - 索取該等資料以作上文第1段用途的其他政府決策局、部門及第三方服務提供者；以及
 - 按有關法例獲准的其他人士。

查閱個人資料

- 根據個人資料(私隱)條例第18條及第22條及附表1第6原則的規定，你有權查閱和更改個人資料。你查閱個人資料的權利，包括取得這份表格上提供的個人資料副本。

查詢

- 如欲查詢經本表格填報的個人資料，包括查閱和更改個人資料，可去信：
香港灣仔告士打道5號稅務大樓33樓
公開資料主任電話：2838 3111

傳真: 2838 3111