

## 申請登記職工會的辦法

任何組合，其主要宗旨根據其章程是規管僱員與僱主間，僱員與僱員間或僱主與僱主間的關係者，均為職工會。

每一職工會須於成立後三十日內依照職工會條例的規定向職工會登記局局長申請登記。

每一職工會須有一獨特的名稱，不得與任何現存或已停止存在的職工會的名稱相同或相類似。

每一職工會須制定一份規則，其中須包括職工會條例附表二所列的各事項。擬訂的規則不得互相矛盾，模糊不確，難於理解或與職工會條例的規定不相符。

任何擬申請登記的職工會最少須有七名發起人，該等發起人須年滿十八歲，經常在香港居住，並正從事或受僱於與該職工會有直接關係的行業、工業或職業。

任何擬申請登記職工會的發起人可聯絡職工會登記局，要求就職工會的建議名稱，草擬規則，及登記程序等提供意見。

職工會登記局位於香港中環統一碼頭道三十八號海港政府大樓十一字樓，其查詢及預約電話為：二八五二三四五六。

辦理職工會登記手續毋須繳付任何費用。

## HOW TO APPLY FOR REGISTRATION AS A TRADE UNION

A TRADE UNION is any combination the principal objects of which are under its constitution the regulating of relations between employees and employers, or between employees and employees, or between employers and employers.

A TRADE UNION must apply to the Registrar of Trade Unions for registration under the Trade Unions Ordinance within 30 days of the establishment.

A TRADE UNION must have a distinctive name which is not identical with or nearly resembling the name of any other trade union, whether existing or having ceased to exist.

A TRADE UNION must have a set of rules containing provisions for all the matters specified in the Second Schedule to the Trade Unions Ordinance. The rules should not be contradictory, imprecise, incomprehensible or inconsistent with any of the provisions of the Ordinance.

A PROPOSED TRADE UNION should have at least 7 promoters who are above the age of 18, ordinarily resident in Hong Kong and are engaged or employed in the trade, industry or occupation with which the trade union is directly concerned.

PROMOTERS of a proposed trade union can approach the Registry of Trade Unions for advice on the proposed name of the union, drafting of rules and the registration procedures.

THE REGISTRY OF TRADE UNIONS is situated on the 11<sup>th</sup> floor of Harbour Building, 38 Pier Road, Central, Hong Kong, and the telephone number for enquiries and making appointments is 2852 3456.

NO FEES will be charged for the registration of a trade union.