FORM 16

Trade Unions Ordinance (Cap. 332)

Section 45(1)(b)

Application of a Trade Union for Being or Becoming a Member of an Organization in an External Place

Date: .....

Name of the trade union: .....

Registration No.: .....

To: Registrar of Trade Unions,

1. In accordance with section 45(1)(b) of the Trade Unions Ordinance, this trade union seeks the consent of the Chief Executive to be or become a member of the following organization established in an external place (hereinafter referred to as "the organization"), which is **not** an organization of workers, an organization of employers or a relevant professional organization established in a foreign country. Details are as follows:

Name of the organization:	(Chinese)	.....
	(English)	.....
Country/region/place of establishment of the organization:		.....
Mission, vision and purpose of the organization[#]:		....
Major business of the organization[#]:		....
Type of intended membership in the organization:		…..... …..... ….....
Contact means of the organization (including address, email address, telephone number and website):		…..... …..... ….....
Amount of affiliation fees charged by the organization and payment method[#] (if applicable):		…..... …..... ….....

2. Rule ….....of the registered rules of this trade union provides that any decision in respect of being or becoming a member of an organization established in an external place must be authorized by secret ballot of the voting members / members' representatives* of this trade union.

3. The affiliation of this trade union with the organization was authorized by secret ballot of a majority of the voting members / members' representatives* present at the general meeting held on …..... . The total number of voting members / members' representatives* present at the meeting was …..... and the number of voting members / members' representatives* assenting to the affiliation of this trade union with the organization was …..... .

4. For any inquiries regarding this application, please contact Mr/Ms …..... of this trade union at …..... .

5. The following relevant information and documents (if applicable) are attached:
   (a) Background information about the organization;
   (b) Constitution or rules of the organization;
   (c) The relevant rule(s) of this trade union which provides for being or becoming a member of an organization in an external place;
   (d) A copy each of the notice of the above meeting and a resolution from that meeting, which are signed and certified by the Chairperson (or President) and one other member of the executive committee of this trade union; and
   (e) Other relevant documents.

6. This trade union declares that all the information entered in and provided with this application is true and accurate[1].

	Signature	Name
Chairperson (or President)	….....	( )
Member of the executive committee	….....	( )
Seal of the trade union	.....	

[#] If the designated space on the form is insufficient, please provide the information on separate sheet(s).
* Please delete whichever is inappropriate.

Statement of Purpose for the Collection of Personal Data:
(1) The personal data are collected by the Registry of Trade Unions of the Labour Department for administering the Trade Unions Ordinance.
(2) For the purpose mentioned in paragraph 1 above, the personal data provided may be disclosed to other divisions of the Labour Department, relevant enforcement authorities, relevant government bureaux / departments or members of your trade union.
(3) You have a right to request access and correction in respect of your personal data as provided for in sections 18 and 22 and principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance (Cap. 486).
(4) All enquiries can be addressed to Deputy Registrar of Trade Unions (Tel: 3575 8500; Email: rtu@labour.gov.hk; Address: 11/F., One Mong Kok Road Commercial Centre, 1 Mong Kok Road, Kowloon).

[1] According to section 50A of the Trade Unions Ordinance, provision of false or misleading information is subject to a fine of $100,000 and imprisonment for 6 months on summary conviction; or a fine of $200,000 and imprisonment for 1 year on conviction on indictment.