

Seminar on Productivity Assessment for Employees with Disabilities under the Statutory Minimum Wage Regime

Date :	18 July 2025 (Friday)
Time :	3:30 p.m. – 5:00 p.m. (Registration starts at 3:15 p.m.)
Venue :	Mong Kok Community Hall, L2, Mong Kok Complex, 557 Shanghai Street, Mong Kok, Kowloon
Language :	Cantonese (sign language interpretation service provided)
Charge :	Free

**First-come,
first-served**

Enrolment Form

Please complete and return this form to the Statutory Minimum Wage Division of
the Labour Department **on or before 11 July 2025 (Friday)** by fax or email.

(Fax no.: 3101 4705 / Email address: smw@labour.gov.hk)

Information of applicant

Name : _____ Post title (if applicable) : _____

Company / Organisation : _____
(if applicable)

Phone no. : _____ Fax no. : _____

Email address : _____

Auxiliary service / facility required : ☐ Sign language interpretation service ☐ Wheelchair User
(Please ✓ an appropriate box)

For Official Use Only:

Reply Slip

Please bring along this reply slip for registration on the day of the seminar.

- Your application is successful. **Reservation No.:** _____
- We regret to inform you that your application is unsuccessful due to over-subscription.

Please note

- Each form is for one applicant only. Please make copies if necessary.
- Due to limited seats, application is on a **first-come, first-served basis**. The Labour Department reserves the right of final decision on all applications.
- Applicants will be notified of the result via fax or by email **on or before 16 July 2025 (Wednesday)**. Please contact Ms CHEUNG at 2852 3856 if you do not receive any notification after this date.
- Participants are required to follow the instructions on the seating arrangement and crowd control given by the staff. Drinking or eating is not allowed in the venue.

Arrangements on the seminar due to inclement weather

The seminar will be cancelled if Tropical Cyclone Warning Signal No.8 or above or Black Rainstorm Warning Signal is/ will be in force, or the “extreme conditions” exist/ will exist at 10 am on the day of the seminar. No further notification will be issued by the Labour Department.

Personal Information Collection Statement

- Personal data provided in this form will be used for the processing of the application of the above seminar. The personal data provided in this form will not be transferred to other organisations. This form will be disposed within 3 months after the seminar date. The provision of personal data by means of this form is voluntary. However, the application may not be processed if there is no sufficient information provided.
- In accordance with Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance, you will have a right to request access to and the correction of your personal data as stated in this form. For details, please contact Ms CHEUNG of the Statutory Minimum Wage Division, Labour Department (Telephone no.: 2852 3856; Address: 1/F., Harbour Building, 38 Pier Road, Central, Hong Kong).