

「補充勞工優化計劃」
Enhanced Supplementary Labour Scheme (ESLS)
全職本地僱員資料報表
Information of Full-time Local Employees

申請者名稱

Name of Applicant : _____

全職本地僱員總人數（包括所有工種）

Total Number of Full-time Local Employees (including all job types) : _____

職務與申請職位相同的全職本地僱員人數

Number of Full-time Local Employees with Same Duties as Those of the Applied Post(s):

申請職位 Applied post(s)	職務相同的全職本地僱員人數 Number of full-time local employees with same duties as those of the applied post(s)

注意事項 Remarks :

- (1) 如本頁不敷應用，請自行影印並須在每頁填上獨資經營者／董事／獲授權合夥人／獲授權代表姓名和簽署，以及蓋上申請者印章。
If there is insufficient space, please make copies of this page, and state the name of the proprietor / director / authorised partner / authorised representative on each page. Each page should also be signed and stamped with the applicant's chop.
- (2) 本計劃的本地僱員與輸入勞工的比例是以全職本地僱員計算，而全職僱員是指每周總工作時數不少於 35 小時的僱員。
Under ESLS, the ratio of local employees to imported workers is calculated on basis of full-time local employees. Full-time employees refer to employees who work not less than 35 hours per week.
- (3) 包括申請者直接僱用以經營申請表第 3 部分所列明業務的所有全職本地僱員（所有職位），不包括向申請者提供服務的外判商員工或自僱人士。
Including all full-time local employees (all positions) directly employed by the applicant for operating the business specified in Part 3 of the application form; and excluding staff of subcontractor(s) or self-employed person(s) providing services to the applicant.

簽署此部份後，即表示本人／申請者：

By signing this Part, I / the applicant:

- (i) 明白勞工處或會要求本人／申請者提交個別全職本地僱員的詳細資料；
understand(s) that the Labour Department may require me / the applicant to submit detailed information about individual full-time local employees;
- (ii) 明白若本人／申請者於申請期間明知而作出或罔顧實情地作出虛假或有誤導性的陳述，即屬違法及可被檢控；
understand(s) that it is an offence and I / the applicant will be liable to prosecution if I / the applicant knowingly or recklessly make(s) a statement which is false or misleading during the application;
- (iii) 確認在提交任何個人資料予勞工處前，有關資料當事人於提供其個人資料前已閱讀、完全明白及同意有關「補充勞工優化計劃」申請表第 1 部分第 4 段；及
confirm(s) that in connection with any personal data submitted or to be submitted, the data subjects have read, fully understood and agreed with paragraph 4 in Part 1 of relevant application form of ESLS before they provide their personal data; and
- (iv) 確認已細閱及承諾遵照有關「補充勞工優化計劃」申請表第 2 部分列明的法例及規定，並明白若違反相關法例或規定，申請者將會被當局撤銷所獲輸入勞工的批准，而隨後達兩年的期間內亦不得參與「補充勞工優化計劃」。
confirm(s) that having read Part 2 of relevant application form of ESLS, I / the applicant undertake(s) to comply with the laws and requirements listed therein, and understand(s) that a breach of relevant law(s) or requirement(s) will render any approval granted to the applicant for importation of labour be withdrawn and that the applicant be debarred from participating in ESLS for up to two years.

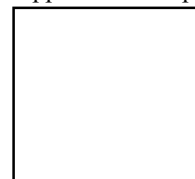
獨資經營者／董事／獲授權合夥人／獲授權代表姓名[#]（請以正楷填寫）

Name of sole proprietor/director/authorised partner /authorised representative [#] (in block letters) : _____

簽署 Signature : _____ 日期 Date : _____

申請者蓋印

Applicant's chop



[#]請刪去不適用者。資料須與申請表第 6 部分相同。

Please delete as appropriate. The information shall be the same as that in Part 6 of the application form.