

**表格 1**  
**FORM 1**

工廠及工業經營（安全主任及安全督導員）規例  
FACTORIES AND INDUSTRIAL UNDERTAKINGS (SAFETY OFFICERS AND SAFETY SUPERVISORS) REGULATIONS

**安全主任註冊申請書**  
**APPLICATION FOR REGISTRATION AS A SAFETY OFFICER**

本表格乃由勞工處處長就工廠及工業經營（安全主任及安全督導員）規例第 7(1)條的需要而認可  
*Form approved by the Commissioner for Labour for the purposes of regulation 7(1) of the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations*

†個人資料 *Personal Particulars*

Name in English Surname :                      Other names :		*中文姓名	
出生日期 Date of Birth _____日 Day    _____月 Month    _____年 Year		*中文姓名電碼 Chinese Name Code _____	
香港身份證號碼或護照號碼 HK Identity Card No. or Passport No.	性別 Sex	電郵戶口 E-mail Account	
住址 Residential Address			聯絡電話號碼 Contact Telephone No.
通訊地址（如與上述住址不同者） Correspondence Address (if different from above)			
職業 Occupation			
僱主姓名 Name of Employer			
僱主地址 Address of Employer			聯絡電話號碼 Contact Telephone No.

#教育或學歷（按接受教育的日期順序列出）

*Education or Academic Qualifications (in chronological order)*

學校、學院、大學 Schools, Colleges, Universities	學歷(例如：學位、文憑或證書) Qualification (e.g. Degree, Diploma or Certificate)	獲取日期 Date Obtained (月 Month /年 Year)	就讀日期 Date (月 Month /年 Year)	
			由 From	至 To

#專業資格 (按考獲資格的日期順序列出)

*Professional Qualifications ( in chronological order )*

頒發機構(例如：考試局或專業機構) Issuing Authority (e.g. Examination Authority or Professional Institution)	專業資格(例如：註冊專業工程師) Qualification (e.g. Registered Professional Engineer)	獲取日期 Date Obtained (月 Month /年 Year)

#工作經驗／就業詳情 (經驗須與安全主任職務有關)

*Working Experience/Employment Record ( experience relevant to the duties of safety officer )*

僱主(姓名、地址及電話號碼) Employer (Name, Address & Telephone No.)	職位 Position	職務簡述 Brief Description of Duties	日期 Date (月 Month /年 Year)	
			由 From	至 To

本人謹此聲明，本表格內所載詳情是盡本人所知所信屬真實和正確。我明白，如果我以欺詐方法取得註冊為安全主任，根據上述規例的第 9(a)條，該註冊可被取消。現隨本申請書附上我的照片一張。

I hereby declare that the particulars contained in this form are true and correct to the best of my knowledge and belief. I understand that if my registration as a safety officer is obtained by fraudulent means, the registration is liable to cancellation under Regulation 9(a) of the aforesaid Regulations. I attach a photograph of myself.



簽署 Signature : \_\_\_\_\_

日期 Date : \_\_\_\_\_

附註 Note:

- (1) † 如 '個人資料' 有所更改，請通知勞工處處長。 You are requested to inform the Commissioner for Labour of any change in 'Personal Particulars'.
- (2) \* 如適用者，請填寫這項。 Please complete this part if applicable.
- (3) # 如果空位不足夠，請使用附加紙張填寫。 Please use separate sheets in case of insufficient space.
- (4) 請注意附帶的收集個人資料之目的。 Please note the attached "Statement of Purpose for the Collection of Personal Data".

**勞工處職業安全及健康部**  
**收集個人資料之目的**

**收集目的**

1. 你這次所提供的個人資料會被勞工處職業安全及健康部用作以下用途：
  - (a) 有關執行工廠及工業經營條例、職業安全及健康條例及其他由勞工處執行的法例；
  - (b) 處理有關申請表格、調查及評審申請註冊的事宜；
  - (c) 根據工廠及工業經營(安全主任及安全督導員)規例第 6 條，備存有關安全主任的註冊紀錄冊，供公眾免費查閱；
  - (d) 方便勞工處與你聯絡有關你申請註冊等事宜；及
  - (e) 將有關資料用作研究及統計分析。

**資料轉移**

2. 為了上述第一段提到的目的，你所提供的個人資料我們或會向其他有關人士或機構（如政府部門、律師樓....等）透露。

**查閱個人資料**

3. 根據個人資料(私隱)條例第 18 及 22 條及附表 1 保障原則第 6 原則的規定，你有權要求查閱及更正個人資料。要求查閱的權利包括要求獲得一份你所提供的個人資料複本。

**查詢個人資料**

4. 有關你個人資料的查詢，包括查閱及更正個人資料，應向下列人士提出：
  - 勞工處職業安全及健康部
  - 註冊及職員培訓科
  - 分區職業安全主任(註冊及職員培訓)
  - 新界荃灣西樓角路1-17號新領域廣場8樓815-816室

**STATEMENT OF PURPOSE FOR THE COLLECTION OF PERSONAL DATA**  
**BY OCCUPATIONAL SAFETY AND HEALTH BRANCH**  
**LABOUR DEPARTMENT**

**Purpose of Collection**

1. The personal data provided by you by means of this form will be used by the Occupational Safety and Health Branch of the Labour Department for the following purposes:
  - (a) activities relating to the administration of the Factories and Industrial Undertakings Ordinance and Occupational Safety and Health Ordinance and other legislation administered by the Labour Department;
  - (b) facilitating processing of your applications in this form and subsequent investigations and evaluation of registration conditions;
  - (c) maintenance of a register of Registered Safety Officer for public access under regulation 6 of the Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Regulations;
  - (d) facilitating communication between Labour Department and yourself on your application and other relevant matters; and
  - (e) carrying on research and compilation of statistical data.

**Classes of Transferees**

2. The personal data you provide may be disclosed to relevant parties and authorities (e.g. Government Bureaux and Departments, law firms, etc.) for the purposes mentioned in paragraph 1 above.

**Access to Personal Data**

3. You have a right of access and correction with respect to personal data as provided for in Sections 18 & 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 to this department.

**Enquiries**

4. Enquiries concerning the personal data collected, including the making of access and corrections, should be addressed to:

Divisional Occupational Safety Officer (Registration and Staff Training)  
Registration and Staff Training Division  
Occupational Safety and Health Branch  
Labour Department  
Units 815-816, 8/F, Grand City Plaza, 1-17 Sai Lau Kok Road,  
Tsuen Wan, N.T.