傳真號碼:2542 2742 (請將此表格連同僱傭合約認收清單一併傳真) 簡介會地址:九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室

「補充勞工計劃」輸入勞工簡介會報名表格

甲部

| 本人/本公司會安排 | 下列勞工出席簡介會(如 | 有需要,請自行加頁寫_ | 上勞工的資料。) | | |
|---|--|--|---|--|--|
| | | * 簡介會日期及語言 | | | |
| 姓名 | 2022 年 12 月 1 日(星期四) | | | | |
| ,—, <u>u</u> | 普通話 | 普通話 | 廣東話 | | |
| | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) | | |
| | | | | | |
| | | | | | |
| | | | | | |
| * 請在適當位置加上 ✓ 號。 | 請提醒輸入勞工須帶同行 | · 他們的身份證及標準僱傭 | · · · · · · · · · · · · · · · · · · · | | |
| 乙部 | | | | | |
| <u> </u> | 上山川「無准府法人 | 从 / 再 从 人 从) | 1 15 10 15 15 15 15 15 15 15 15 15 15 15 15 15 | | |
| | 」訂定的「標準僱傭合 薪假期,讓他們在抵港之 | _ | | | |
| | 新 版 | · · · · · · · · · · · · · · · · · · · | =' | | |
| | () | | | | |
| | ,並由書面通知發出日 | | | | |
| 「補充勞工計劃」輸 | | | | | |
| | | . | | | |
| • | 本人/本公司同意按勞工 | | | | |
| | 甲部的勞工未能出席該館 | • | 有責任主動冉為該等勞 | | |
| 工報名出席於其他日 | 期舉行簡介會,以遵守上 | .延規定。 | | | |
| □ 本人/本公司知悉須 | 遵守上述規定,以及明白 | 違反有關規定可能招致的 | 後果,惟不同意勞工處 | | |
| 安排勞工出席於另一 | ·日期舉行的簡介會。原因 | 如下: | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 請在合適方格內加上 ✓ 號。 | 0 | | | | |
| | | | | | |
| 八司仰卒及北丰焚罗。 | | 八司夕顿。 | | | |
| 公司印章及代表簽署: | | 公司名稱: | | | |
| \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | | W.15 T.14 . | | | |
| 公司代表姓名: | | 聯絡電話: | | | |
| - D | | والمراجع المراجع | | | |
| 日期: | | 傳真號碼: _ | | | |
| 請注意: 1. 本回條所收集的個 | 24 · · · · · · · · · · · · · · · · · · · | | ·劃有關的合法用途。 | | |
| | | | | | |
| | 處會將收集的資料轉交勞工處查閱及更改其提供個人資料。 | | | | |

| 丙部 | | 此欄由勞工處填寫 | |
|-----|---|-------------------------------------|--|
| | 應 | 乙部的要求,本處現安排甲部所有輸入勞工出席以下日期及地點舉行的簡介會。 | |
| 地點: | | | |
| 日期: | | 時間: | |

Fax no.: 2542 2742 (Please fax this form together with the Acknowledgement List of Employment Contract)

Briefing Venue: Room 929, 9/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

Enrolment Form - Briefing for Imported Workers under the Supplementary Labour Scheme

| Part A I / Our compar | y will arrange the following w (Please use separate page if t | | ng session. | | | |
|---|---|--|--|--|--|--|
| | | Date of Briefing and Langua | ige | | | |
| Name | | December 2022 (Thursday | Ü | | | |
| name | Putonghua (11am - 12:30pm) | Putonghua (2pm - 3:30pm) | Cantonese (3:30pm - 5pm) | | | |
| | | | | | | |
| | | | | | | |
| * Please tick as appropriate. | Please remind your worker(Identity Card and Standard | | 11 0 0 | | | |
| Part B | | | | | | |
| As stipulated in clause 11 of the (SLS), employers are required to contracts renewed) for attending weeks upon their arrival in Hong refuse SLS applications submitties date of the written notice. | grant paid leave to each importe a briefing, on the basis of <u>each</u> Kong. Please note that the Lal | d worker (including new recrui SEC signed, organised by the bour Department will issue a w | Labour Department within 8 vritten notice to employers and | | | |
| Department to assign we such briefing, I / our co to briefing on other date I / Our company know(consequence of non-consequence) | In case of over-subscription, I / our company agree(s) to follow the notice in Part C from the Labour Department to assign worker(s) in Part A to attend a briefing on another date. If the worker(s) cannot attend such briefing, I / our company acknowledge(s) the responsibility to enroll the worker(s) again for attendance to briefing on other dates in order to comply with the requirement stated above. I / Our company know(s) the obligation to comply with the requirement stated above and understand(s) the consequence of non-compliance. Yet, I / our company disagree(s) that the worker(s) be assigned to attend a briefing on another date because: | | | | | |
| Please tick in the appropriate b | oox. | | | | | |
| | | | | | | |
| Co. chop & signature of rep.: | | Name of Company: | | | | |
| Name of representative: | | Contact Number: | | | | |
| Date: | | Fax Number: | | | | |
| Where appropriate, the data will be Representative named in this form Officer of Supplementary Labour D | ating to the enforcement of the schen transferred to other divisions of Laboration | ne. Dur Department for the purpose mer and correction of the personal data and deed. | ntioned in (1) above. | | | |
| Part C | To be completed by the | Labour Department | | | | |
| As per the request i | n Part B, all worker(s) in Part | A is / are assigned to attend | the briefing below: | | | |
| Venue: | | | | | | |

Time:

Date:

傳真號碼:2542 2742 (請將此表格連同僱傭合約認收清單一併傳真) 簡介會地址:九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室

「補充勞工計劃」輸入勞工簡介會報名表格

甲部

| 下印 本人/ | 本公司會安排 | 下列勞工出席簡介會(如 | 有需要,請自行加頁寫_ | 上勞工的資料。) | | |
|--------------------------------------|--------------------------------------|---|---------------------------------------|-------------------------------------|--|--|
| | | | * 簡介會日期及語言 | | | |
| r. | 生名 | 2022 年 12 月 13 日(星期二) | | | | |
| X± | 王石 | 廣東話 | 普通話 | 廣東話 | | |
| | | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | _ | | | | | |
| * 請在適當位員 | 置加上 ✓ 號。 | 請提醒輸入勞工須帶同份 | 也們的身份證及標準僱傭 | 合約正本出席簡介會。 | | |
| 乙部 | | | | | | |
| 给 舒 育 的 出 由 主 發 | 輸入勞工有薪 每名輸入勞工 場簡介會。請 出書面通知, | 訂定的「標準僱傭合約 假期,讓他們在抵港之 (包括新聘及續約)必 注意,如僱主沒有在限 並由 畫面通知發出日 勞工的申請 。 | 日起計的八個星期內 3須就每份所簽訂的標 8期內安排輸入勞工出 | 出席由勞工處舉辦的 準合約,在上述限期 席簡介會,勞工處會 | | |
| 期舉行 工報名 □ 本人/> | 的簡介會。如 出席於其他日 本公司知悉須婆 | 本人/本公司同意按勞工處 甲部的勞工未能出席該簡 期舉行簡介會,以遵守上 遵守上述規定,以及明白 可期舉行的簡介會。原因 | 介會,本人/本公司明白 述規定。 建反有關規定可能招致的 | 有責任主動再為該等勞 | | |
| 請在合適方格 | 內加上 ✓ 號。 | | | | | |
| 公司印章及 | 代表簽署: | | 公司名稱: _ | | | |
| 公司 |]代表姓名:_ | | 聯絡電話: | | | |
| | 日期:_ | | 傳真號碼: | | | |
| 2. 在 3. 公 | 运 適當情況下,本原 司代表有權要求查 | 、資料將會用於安排輸入勞工 處會將收集的資料轉交勞工處。 互閱及更改其提供個人資料。如 直 303 號長沙灣政府合署 9 樓 9 | 其他科别,以作上述(1)段的 n有需要,可與補充勞工科個 | 用途。 | | |
| 丙部 | | 此欄由勞口 | 二處 填 寫 | | | |
| 應乙部的要求,本處現安排甲部所有輸入勞工出席以下日期及地點舉行的簡介會 | | | | | | |

| 丙部 | | 此欄由勞工處填寫 |
|-----|---|-------------------------------------|
| | 應 | 乙部的要求,本處現安排甲部所有輸入勞工出席以下日期及地點舉行的簡介會。 |
| 地點: | | |
| 日期: | | 時間: |

Fax no.: 2542 2742 (Please fax this form together with the Acknowledgement List of Employment Contract)

Briefing Venue: Room 929, 9/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

Enrolment Form - Briefing for Imported Workers under the Supplementary Labour Scheme

| Part A I / Our compar | ny will arrange the following w (Please use separate page if t | | ng session. | | | |
|---|--|--|--|--|--|--|
| | * Date of Briefing and Language 13 December 2022 (Tuesday) | | | | | |
| Name | Cantonese (11am - 12:30pm) | Putonghua (2pm - 3:30pm) | Cantonese (3:30pm - 5pm) | | | |
| | | | | | | |
| * Please tick as appropriate. Part B | Please remind your worker(Identity Card and Standard | | | | | |
| As stipulated in clause 11 of the (SLS), employers are required to contracts renewed) for attending weeks upon their arrival in Hong refuse SLS applications submit issue date of the written notice. | grant paid leave to each importe a briefing, on the basis of <u>each</u> Kong. Please note that the Lal | d worker (including new recrui SEC signed, organised by the pour Department will issue a w | its and those with employment Labour Department within 8 vritten notice to employers and | | | |
| Department to assign w such briefing, I / our co | iption, I / our company agre orker(s) in Part A to attend a b impany acknowledge(s) the res es in order to comply with the i | oriefing on another date. If sponsibility to enroll the work | the worker(s) cannot attend | | | |
| | now(s) the obligation to comply with the requirement stated above and understand(s) the -compliance. Yet, I / our company disagree(s) that the worker(s) be assigned to attend a date because: | | | | | |
| Please tick in the appropriate l | oox. | | | | | |
| Co. chop & signature of rep.: | | Name of Company: | | | | |
| Name of representative: | | Contact Number: | | | | |
| Date: | | Fax Number: | | | | |
| Where appropriate, the data will be Representative named in this form Officer of Supplementary Labour I | lating to the enforcement of the schen transferred to other divisions of Labo | ne. Dur Department for the purpose mention and correction of the personal dateed. | ntioned in (1) above. | | | |
| Part C | To be completed by the | Labour Department | | | | |
| | in Part B, all worker(s) in Part | A is / are assigned to attend | the briefing below: | | | |
| Venue: Date: | | Time: | | | | |

傳真號碼:2542 2742 (請將此表格連同僱傭合約認收清單一併傳真) 簡介會地址:九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室

「補充勞工計劃」輸入勞工簡介會報名表格

甲部

| | 2.0 | * 簡介會日期及語言 22 年 12 月 22 日(星期四 | a) |
|---|---|---------------------------------------|-------------------------------------|
| 姓名 | 普通話 | 普通話 | 廣東話 |
| | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) |
| | | | |
| | | | |
| 請在適當位置加上 ✓ 號。 | 請提醒輸入勞工須帶同份 | 也們的身份證及標準僱傭 | 合約正本出席簡介會 |
| 部 | | | |
| 根據「補充勞工計劃」 給予每名輸入勞工有薪 簡介會。每名輸介會 內出席一場簡介會 向僱主發出書面通知, 「補充勞工計劃」輸入 | 假期,讓他們在抵港之 (包括新聘及續約)必 注意,如僱主沒有在限 並由書面通知發出日 | 日起計的八個星期內 公須就每份所簽訂的標 以期內安排輸入勞工出 | 出席由勞工處舉辦的 準合約,在上述限期 席簡介會,勞工處會 |
| 工報名出席於其他日其 | 甲部的勞工未能出席該簡 用舉行簡介會,以遵守上 | 介會,本人/本公司明白 述規定。 違反有關規定可能招致的 | 有責任主動再為該等勞 |
| 请在合適方格內加上 ✔ 號。 | | | |
| 公司印章及代表簽署: | | 公司名稱: _ | |
| _ | | | |
| 公司代表姓名: _ | | | |

公司代表有權要求查閱及更改其提供個人資料。如有需要,可與補充勞工科個人資料私隱主任聯絡。
 地址: 九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室
 電話: 2150 6363

| 丙部 | | 此欄由勞工處填寫 | |
|-----|----|------------------------------------|---|
| | 應で | 乙部的要求,本處現安排甲部所有輸入勞工出席以下日期及地點舉行的簡介會 | 0 |
| 地點: | | | |
| 日期: | | 時間: | |

Fax no.: 2542 2742 (Please fax this form together with the Acknowledgement List of Employment Contract)

Briefing Venue: Room 929, 9/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

Enrolment Form - Briefing for Imported Workers under the Supplementary Labour Scheme

| Part A | I / Our compan | y will arrange the following w (Please use separate page if t | | ng session. | | |
|---------------|-------------------------------------|--|-----------------------------------|---------------------------------------|--|--|
| | | | | | | |
| | | | Date of Briefing and Langu | | | |
| | Name | | 22 December 2022 (Thursday) | | | |
| | | Putonghua | Putonghua | Cantonese | | |
| | | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| * Please tick | as appropriate. | Please remind your worker(| s) to bring along his / her o | original copy of Hong Kong | | |
| Part B | | Identity Card and Standard | Employment Contract to a | ttend the above briefing. | | |
| | in alouga 11 of the | Standard Employment Contract | (CEC) massarihad under the | Cumplementers Labour Cahama | | |
| | | Standard Employment Contract grant paid leave to each imported | | | | |
| | | a briefing, on the basis of each | | | | |
| | | Kong. Please note that the Lab | | | | |
| | | ed by employers failing to com | ply with the briefing requir | ement within 1 year from the | | |
| issue date of | the written notice. | | | | | |
| | C 1 ' | · T / | () (C 11 | : D (C C 41 I 1 | | |
| | | ption, I / our company agree | | | | |
| • | • | orker(s) in Part A to attend a b mpany acknowledge(s) the res | | * * | | |
| | • | s in order to comply with the r | | orker(s) again for attendance | | |
| _ | | • • | • | | | |
| | | s) the obligation to comply w | _ | | | |
| | • | npliance. Yet, I / our compar | iy disagree(s) that the work | ter(s) be assigned to attend a | | |
| brien | ng on another date | because: | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Please tick i | in the appropriate b | ox. | | | | |
| | | | | | | |
| | | | | | | |
| Co. chop & s | ignature of rep.: | | Name of Company: | | | |
| - | | | | | | |
| Name of repr | esentative: | | Contact Number: | | | |
| r | | | | | | |
| Date: | | | Fax Number: | | | |
| | | | Tax Number. | | | |
| Please note: | l data in this form is col | lected for the purpose of arranging by | riefing sessions to imported work | ers under the Sunnlementary Labour | | |
| | | ating to the enforcement of the scheme | | ers under the Supplementary Labour | | |
| | | transferred to other divisions of Labo | | entioned in (1) above. | | |
| | | | | ata. Divisional Personal Data Privacy | | |
| | | ivision may be contacted in case of n ha Wan Government Offices, 303 Ch | | Tel.: 2150 6363 | | |
| 22230.10 | , , , , , , , , , , , , , , , , , , | | | | | |
| Part C | | To be completed by the | Labour Department | | | |
| | As per the request in | n Part B, all worker(s) in Part | A is / are assigned to attend | the briefing below: | | |
| | 13 per me request n | m rant b, an worker(s) in fall. | is is and assigned to attend | the offering below. | | |
| Venue: | | | | | | |
| Date . | | · | Time: | | | |

傳真號碼:2542 2742 (請將此表格連同僱傭合約認收清單一併傳真) 簡介會地址:九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室

「補充勞工計劃」輸入勞工簡介會報名表格

甲部

| 本人/本公司會安排 | 下列勞工出席簡介會(如 | | 上勞工的資料。) | | |
|-----------------------|---|---------------------|---------------------|--|--|
| | * 簡介會日期及語言 | | | | |
| 姓名 | 2022 年 12 月 29 日(星期四) | | | | |
| | 英文 | 普通話 | 廣東話 (2.20mm 5mm) | | |
| | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) | | |
| | | | | | |
| | | | | | |
| | | | | | |
| * 請在適當位置加上 ✓ 號。 | 請提醒輸入勞工須帶同何 | 他們的身份證及標準僱傭 | 合約正本出席簡介會。 | | |
| 乙部 | | | | | |
| 根據「補充勞工計劃」 | 訂定的「標準僱傭合 | 約」(標準合約)第 1 | 1條規定,僱主必須 | | |
| 1 | 片假期,讓他們在抵港之 | | | | |
| 簡介會。每名輸入勞工 | - (包括新聘及續約)必 | 公須就 <u>每份</u> 所簽訂的標 | 準合約,在上述限期 | | |
| 內出席一場簡介會。請 | f注意,如僱主沒有在限 | 艮期內安排輸入勞工出 | 席簡介會,勞工處會 | | |
| | , 並由 <u>書面通知發出日</u> | 期起計的一年內,拒 | 絕審理有關僱主根據 | | |
| <u>「補充勞工計劃」輸力</u> | \勞工的申請。 ————— | | | | |
| □ 如這次簡介會額滿, | 本人/本公司同意按勞工原 | 遗於丙部的通知,安排甲 | 部的勞工出席於另一日 | | |
| 期舉行的簡介會。如 | 甲部的勞工未能出席該簡 | 介會,本人/本公司明白 | 有責任主動再為該等勞 | | |
| 工報名出席於其他日 | 期舉行簡介會,以遵守上 | 述規定。 | | | |
| □ 本人/本公司知悉須選 | 遵守上述規定,以及明白3 | 韋反有關規定可能招致的 | 後果,惟不同意勞工處 | | |
| | 日期舉行的簡介會。原因 | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 請在合適方格內加上 ✓ 號。 | | | | | |
| | | | | | |
| 公司印章及代表簽署: | | 公司名稱: _ | | | |
| 公司代表姓名: | | 聯絡電話: | | | |
| 4 11(XXX) | | | | | |
| 日期: | | 傳真號碼:_ | | | |
| - 請注意:1. 本回條所收集的個/ | 人資料將會用於安排輸入勞工戶 | — 簡介會,與及執行補充勞工計 | ·劃有關的合法用途。 | | |
| | 麦會將收集的資料轉交勞工處 。 本明五再在其提供個人咨判。 | | 用途。 | | |

公司代表有權要求查閱及更改其提供個人資料。如有需要,可與補充勞工科個人資料私隱主任聯絡。
 地址: 九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室
 電話: 2150 6363

| 丙部 | | 此欄由勞工處填寫 | |
|-----|---|------------------------------------|---------------|
| | 應 | 乙部的要求,本處現安排甲部所有輸入勞工出席以下日期及地點舉行的簡介會 | > • |
| 地點: | | | |
| 日期: | | 時間: | |

Fax no.: 2542 2742 (Please fax this form together with the Acknowledgement List of Employment Contract)

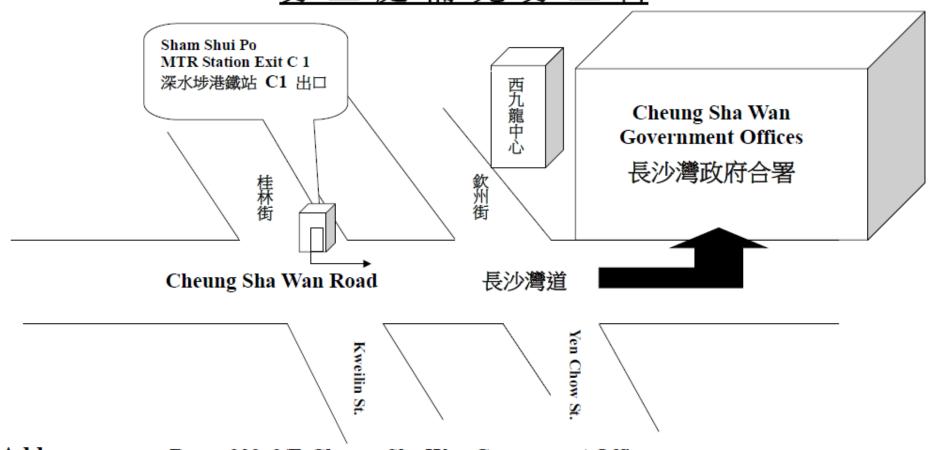
Briefing Venue: Room 929, 9/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon

Enrolment Form - Briefing for Imported Workers under the Supplementary Labour Scheme

| Part A I / Our compar | ny will arrange the following w (Please use separate page if t | | ng session. |
|--|---|------------------------------------|-------------------------------------|
| | | | |
| | | Date of Briefing and Langua | |
| Name | | December 2022 (Thursda | Y / |
| | English | Putonghua | Cantonese |
| | (11am - 12:30pm) | (2pm - 3:30pm) | (3:30pm - 5pm) |
| | | | |
| | | | |
| | | | |
| | | | |
| * Please tick as appropriate. | Please remind your worker(| | 2000 |
| Part B | Identity Card and Standard | Employment Contract to at | tend the above briefing. |
| | G. 1 1 F. 1 G | (OEC) 1 1 1 1 1 6 | T 1 01 |
| | e Standard Employment Contract grant paid leave to each imported | | |
| | a briefing, on the basis of each | | |
| | g Kong. Please note that the Lab | | |
| | ted by employers failing to com | | |
| issue date of the written notice. | | | |
| | | | |
| | ription, I / our company agree | | |
| | orker(s) in Part A to attend a b | | * * |
| 9 | ompany acknowledge(s) the res | | rker(s) again for attendance |
| to briefing on other date | es in order to comply with the r | requirement stated above. | |
| ☐ I / Our company know | (s) the obligation to comply w | rith the requirement stated a | above and understand(s) the |
| consequence of non-cor | mpliance. Yet, I / our compar | ny disagree(s) that the worke | er(s) be assigned to attend a |
| briefing on another date | because: | | |
| | | | |
| | | | - |
| | | | |
| DI (11.4 | | | |
| Please tick in the appropriate by | OOX. | | |
| | | | |
| | | | |
| Co. chop & signature of rep.: | | Name of Company: | |
| | | | |
| Name of representative: | | Contact Number: | |
| | | | |
| Date: | | Fax Number: | |
| | | | |
| Please note: 1. The personal data in this form is co | ollected for the purpose of arranging b | riefing sessions to imported worke | rs under the Supplementary Labour |
| | lating to the enforcement of the schem | | is under the supplementary Eucour |
| 2. Where appropriate, the data will be | | | |
| 3. Representative named in this form | | | ta. Divisional Personal Data Privac |
| | Division may be contacted in case of no Sha Wan Government Offices, 303 Ch | | Tel.: 2150 6363 |
| | | | |
| Part C | To be completed by the | Labour Department | |
| | | . | .1 1 . 6 . 1 . 1 |
| As per the request | in Part B, all worker(s) in Part | A is / are assigned to attend | the briefing below: |
| Venue: | | | |
| Data : | | Time: | |

Supplementary Labour Division, Labour Department

勞工處補充勞工科



Address : Room 929, 9/F, Cheung Sha Wan Government Offices

303 Cheung Sha Wan Road, Kowloon.

(near Exit C1, Sham Shui Po MTR Station)

地址 : 九龍長沙灣道 303 號長沙灣政府合署 9 樓 929 室

(近深水埗港鐵站 C1 出口)