

Collection Statement on Personal Data and Views

1. It is optional for any member of the public to supply his / her personal data in providing views on the draft Code of Practice (CoP) for Employment Agencies. Any personal data provided with a submission may be transferred to the relevant Government bureaux and departments for purposes directly related to this consultation exercise. The Government bureaux and departments receiving the data are bound by such purposes in their subsequent use of such data.
2. The names and views of individuals and organisations which put forth submissions in response to the draft CoP may be published for public viewing after conclusion of the consultation exercise. This department may, either in discussion with others (whether privately or publicly), or in any subsequent report, attribute comments submitted in response to the draft CoP.
3. To safeguard senders' data privacy, we will remove senders' relevant data (if provided), such as residential / return addresses, email addresses, identity card numbers, telephone numbers, facsimile numbers and signatures, where provided, when publishing their submissions.
4. We will respect the wishes of senders to remain anonymous and / or keep the views confidential in part or in whole. If the senders request anonymity in the submissions, their names will be removed when publishing their views. If the senders request confidentiality of their views, their submissions will not be published.
5. If the senders do not request anonymity or confidentiality in the submissions, it will be assumed that the senders can be named and the views can be published in their entirety.
6. Any sender providing personal data to this department in the submission will have rights of access and correction with respect to such personal data. Requests for data access and correction of personal data should be made in writing to:

Address : Employment Agencies Administration,
 Labour Department
 Unit 906, 9/F,
 One Mong Kok Road Commercial Centre,
 1 Mong Kok Road, Kowloon

Fax No.: 2111 3395

Email Address : copconsultation@labour.gov.hk