

If you wish to make enquiries or complaints or lodge claims on matters related to the Employment Ordinance, the Minimum Wage Ordinance or contracts of employment with the Labour Department, please approach, **according to your place of work**, the nearby branch office of the Labour Relations Division for assistance.

Service hours: Monday to Friday (except public holidays) 9:00 a.m. - 1:00 p.m. & 2:00 p.m. - 6:15 p.m.

### **Office address**

**Labour Relations Division (Hong Kong East)**  
12/F, 14 Taikoo Wan Road, Taikoo Shing,  
Hong Kong. (Exit E1, Taikoo MTR Station)

**Labour Relations Division (Hong Kong West)**  
3/F, Western Magistracy Building,  
2A Pok Fu Lam Road,  
Hong Kong. (Exit B1, Sai Ying Pun MTR  
Station)

**Labour Relations Division (Kowloon East)**  
UGF, Trade and Industry Tower,  
3 Concorde Road, Kowloon.  
(Exit C, Kai Tak MTR Station)

**Labour Relations Division (Kowloon West)**  
Room 1009, 10/F,  
Cheung Sha Wan Government Offices,  
303 Cheung Sha Wan Road, Sham Shui Po,  
Kowloon. (Exit C1, Shamshui MTR Station)

**Labour Relations Division (Kowloon South)**  
2/F, Mongkok Government Offices,  
30 Luen Wan Street, Mong Kok,  
Kowloon. (Exit B, Mongkok East MTR Station)

**Labour Relations Division (Kwun Tong)**  
Units 801-806, 8/F, Tower 1, Millennium City 1,  
388 Kwun Tong Road, Kwun Tong,  
Kowloon. (Exit A, Ngau Tau Kok MTR Station)

**Labour Relations Division (Kwai Chung)**  
6/F, Kwai Hing Government Offices,  
166-174 Hing Fong Road, Kwai Chung,  
New Territories. (Exit B, Kwai Hing MTR  
Station)

**Labour Relations Division (Tsuen Wan)**  
5/F, Tsuen Wan Government Offices,  
38 Sai Lau Kok Road, Tsuen Wan,  
New Territories. (Exit A, Tsuen Wan MTR  
Station)

**Labour Relations Division (Tuen Mun)**  
Unit 2, East Wing, 22/F, Tuen Mun Central  
Square, 22 Hoi Wing Road, Tuen Mun,  
New Territories. (Near Light Rail Tuen Mun  
Swimming Pool Station)

**Labour Relations Division (Sha Tin & Tai Po)**  
Rooms 304-313, 3/F, Sha Tin Government  
Offices, 1 Sheung Wo Che Road, Sha Tin,  
New Territories. (Exit B, Shatin MTR Station)

### **Major service areas covered\***

Eastern side of Arsenal Street (including HK Arts Centre), Wan Chai, Causeway Bay, Happy Valley, Tin Hau, Fortress Hill, North Point, Taikoo Place, Quarry Bay, Shau Kei Wan, Chai Wan, Shek O, Tai Tam, Stanley, Chung Hum Kok, South Bay, Repulse Bay, Deep Water Bay (east) and Po Toi Island.

Western side of Arsenal Street (including Police Headquarters, HK Academy of Performing Arts and Fenwick Pier), Admiralty, Central District, Sheung Wan, The Peak, Sai Ying Pun, Kennedy Town, Cyberport, Residence Bel-air, Aberdeen, Wong Chuk Hang, Deep Water Bay (west), Peng Chau, Cheung Chau, Lamma Island, Shek Kwu Chau, Hei Ling Chau, Siu A Chau, Tai A Chau, Tung Lung Chau, Discovery Bay and Mui Wo of Lantau Island.

To Kwa Wan, Ma Tau Wai, Hung Hom, Ho Man Tin, Kowloon City, Kowloon Tong (eastern side of Waterloo Road), Wang Tau Hom, San Po Kong, Wong Tai Sin, Tsz Wan Shan, Diamond Hill, Choi Hung Estate, Ngau Chi Wan and Kowloon Bay (including Telford Gardens and Richland Gardens).

Lai Chi Kok, Cheung Sha Wan, Sham Shui Po, Tai Kok Tsui (western side of Tong Mei Road, northern side of Cherry Street), Mong Kok (northern side of Prince Edward Road West), Kowloon Tong (western side of Waterloo Road, including Yau Yat Tsuen), Shek Kip Mei, Tai Wo Ping, south of Caldecott Road, Kwai Chung Container Terminal and Stonecutters Island.  
(including Bank of China Centre, Beacon Heights, Dynasty Heights, Florient Rise, Hampton Place, Harbour Green, HSBC Centre, Island Harbour View, Manhattan Hill, Mei Foo Sun Chuen, Monte Carlton, Villa Carlton, Olympian City 1, One Silver Sea and The Long Beach)

Tsim Sha Tsui, Jordan, Yau Ma Tei, Mong Kok (southern side of Prince Edward Road West), Hong Kong Polytechnic University, KCR Railway Terminus (excluding The Metropolis), King's Park and Kadoorie Avenue.  
(including Olympian City 2/ Central Park/ Park Avenue, Olympian City 3/ The Hermitage, Charming Garden, Hoi Fu Court)

Scenic View, Ping Shek Estate, Choi Wan Estate, Jordan Valley, Choi Fook Estate, Choi Tak Estate, Ngau Tau Kok (including Amoy Gardens and Tak Bo Gardens), Kai Hing Road, Sau Mau Ping, Shun Lee Estate, Kwun Tong, Lam Tin, Yau Tong, Lei Yue Mun, Tseung Kwan O, Hang Hau, Marina Cove, Ho Chung, Tai Po Tsai Village, Tseng Lan Shue, Lung Ha Wan, Sai Kung and Clear Water Bay.

Kau Wa Keng, Butterfly Valley, Lai Chi Kok Bay Garden, Nob Hill, Ching Lai Court, Ha Kwai Chung (including Lai King, Cho Yiu, Lai Yiu and Ha Kwai Chung Village), Wonderland Villas, Kwai Fong, Kwai Hing, Kwai Shing, Shek Yam, Shek Lei, Tai Wo Hau Estate, Tsing Yi Island and Chek Lap Kok (divided by Airport Road/ Sky City Road, including Hong Kong International Airport, Kwo Lo Wan Logistics Centre and its related projects/facilities, but excluding the Three-Runway System of Hong Kong International Airport and its related projects/facilities).

Castle Peak Road - Tsuen Wan up to Tsing Lung Tau, western side of Texaco Road, Sheung Kwai Chung (including Lei Muk Shue and Shek Wai Kok), Tsuen Wan Rural (including Shing Mun Country Park, Lo Wai, Fu Yung Shan and Chuen Lung), Ma Wan, Lantau Island (including Tung Chung, Penny's Bay, the Three-Runway System of Hong Kong International Airport and its related projects/facilities, but excluding other areas in Chek Lap Kok, Discovery Bay and Mui Wo).

Tai Lam Chung, Siu Lam, Pearl Island, Tuen Mun, Ping Shan, Lau Fau Shan, Yuen Long, Tin Shui Wai, Fairview Park, Mai Po, Kam Tin, Shek Kong, Pat Heung, San Tin (including Lok Ma Chau Spur Line), Hong Kong-Zhuhai-Macao Bridge and its related project/facilities, Shenzhen Bay Port, Chek Lap Kok (divided by Airport Road/ Sky City Road, including SkyCity and its related projects/facilities, Asia World Expo, Skypier etc. and nearby area).

Sha Tin, Tai Wai, Tin Sum, Fo Tan, Siu Lek Yuen, Ma On Shan, Wu Kai Sha, Symphony Bay, Tai Po, Fanling, Sheung Shui, Ho Sheung Heung, Lo Wu, Ta Ku Ling, Sha Tau Kok, Lin Tong Mei, Kwu Tung, Lok Ma Chau (excluding Lok Ma Chau Spur Line), Caldecott Road and its northern side, Tung Ping Chau, Tap Mun (Grass Island), Kat O (Crooked Island) and Ap Chau.

\*The information is for reference only and will be updated as appropriate.

Telephone Enquiry Hotline : **2717 1771** ( the hotline is handled by the "1823" )