



香港特別行政區政府 工業貿易署
Trade and Industry Department
The Government of the Hong Kong Special Administrative Region

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致：香港特別行政區政府
工業貿易署署長^(註 1)

To : Director-General of Trade and Industry,
Government of the Hong Kong Special Administrative Region ^(Note 1)

《若干到港人士強制檢疫規例》(第 599C 章)
豁免強制檢疫申請書

Application for Exemption from Compulsory Quarantine

under the Compulsory Quarantine of Certain Persons Arriving at Hong Kong Regulation (Cap. 599C)

甲部 – 申請公司/企業及其內地的生產作業的廠房之資料 Part A – Particulars of Applicant Company/Enterprise and its Mainland Factory(ies) of Manufacturing Operations							
(i) 公司/企業名稱 (中文及/或英文) Name of Company/Enterprise in Chinese and/or English							
(ii) 商業登記證號碼 Business Registration (BR) No.							
(iii) 商業登記證屆滿日期 (日/月/年) Expiry Date of BR (dd/mm/yy)							
(iv) 營業地址 Business Address							
(v) 業務性質 Business Nature							
(vi) 附屬商會/機構 (如有) Affiliated industry association(s)/ organization(s) (if any)							
(vii) 為考慮和處理閣下的申請, 工業貿易署可諮詢右方哪一個商會? (如適用) ^(註 2) Which industry organisation on the right should be consulted by TID on your application? (if applicable) ^(Note 2)	<input type="checkbox"/> 香港工業總會 Federation of Hong Kong Industries		<input type="checkbox"/> 香港中華廠商聯合會 The Chinese Manufacturers' Association of Hong Kong				
(viii) 在內地的生產作業的廠房名稱 Name(s) of the Mainland Factory(ies) of Manufacturing Operations							
(ix) 在內地的生產作業的廠房地址 Address(es) of the Mainland Factory(ies) of Manufacturing Operations							
(x) 內地的生產作業的廠房資料 ^(註 3) Details of the Mainland Factory(ies) of Manufacturing Operations ^(Note 3)							

乙部 – 申請人士之個人資料 Part B – Personal particulars of Applicant(s)		
項目 Item	申請人 (一) Applicant No. 1	申請人 (二) Applicant No. 2
(i) 姓名 (中文及/或英文) (與身份證明文件相同) Name(s) in Chinese and/or English (Identical with Identification Document)		
(ii) 性別 Gender		
(iii) 職位 Position		
(iv) 香港身份證/護照號碼 Hong Kong Identity Card (HKID)/Passport Number		
(v) 聯絡電話 (香港及內地) Contact number (HK & Mainland)		
(vi) 電郵 Email address		

丙部 – 申請豁免強制檢疫之資料 Part C – Detail(s) of applying for exemption from quarantine		
項目 Item	申請人 (一) Applicant No. 1	申請人 (二) Applicant No. 2
(i) 前往內地之理由 The justification(s) of travelling to the Mainland		
(ii) 供港產品的描述和數量 (如適用) The description and quantity of product(s) to be supplied to HK (if applicable)		

丁部 - 證明文件^(註2) Part D - Supporting documents^(Note 2)

本申請書附上以下證明文件 The following supporting document(s) are attached with this Application:

- (i) 乙部(iv)所列香港身份證/護照副本
Copy(ies) of HKID/Passport as specified in Part B(iv)
- (ii) 甲部(ii)所列《商業登記條例》(第 310 章)下發出的有效商業登記證副本
Copy of the valid Business Registration Certificate issued under the Business Registration Ordinance (Cap. 310) as specified in Part A(ii)
- (iii) 甲部(viii)所列在地生產作業的廠房之營業執照副本
Copy(ies) of Business License(s) of the Mainland factory(ies) of manufacturing operations listed in Part A(viii)
- (iv) 成品供港之證明文件 (如合約、發票、收據等) (如適用)
Supporting documents of product(s) to be supplied to Hong Kong (e.g. contract(s), invoice(s), receipt(s)) (if applicable)
- (v) 其他 (請註明) Others (please specify) _____

請在適當項目加上"✓"號。

Please tick as appropriate.

我／我們確認並承諾：

I/We confirm and undertake that –

- (i) 本申請書上填報的資料，就我／我們所知及所信，均真確詳盡；
the information given in this application is to the best of my/our knowledge and belief to be true, accurate and complete;
- (ii) 申請人前往內地的目的是為支援甲部所列在內地的生產作業的廠房之運作和業務；
the Applicant(s) is travelling to the Mainland to support the operations and business of the Mainland factory(ies) of manufacturing operations listed in Part A;
- (iii) 申請人只會前往及逗留於甲部所列在內地的生產作業的廠房所在的城市；
the Applicant(s) must only travel to and stay in the city where the Mainland factory(ies) of manufacturing operations listed in Part A is/are located;
- (iv) 申請人在內地停留期間須採取一切所需的防護措施以保障個人衛生及避免不必要的社交接觸；
the Applicant(s) must take every precautionary measure to ensure personal hygiene and avoid unnecessary social contact whilst in the Mainland;
- (v) 申請人回港後須於留港期間接受衛生署安排的醫學監測，須配戴口罩和每天量度體溫，並向衛生署呈報任何不適；
after returning to Hong Kong, the Applicant(s) will be subject to medical surveillance arranged by the Department of Health during his/her stay in Hong Kong and is/are required to wear masks and check temperature daily, as well as to report to the Department of Health on any discomfort;
- (vi) 申請人同意工業貿易署認為有需要時／根據法律授權或規定，將申請書上填報的資料向政府其他部門，或向在香港或其他地方的第三者披露，以便考慮或處理有關申請；以及
the Applicant(s) consent(s) to disclose the information given in this application to other government departments, or to third parties in Hong Kong or elsewhere, if such disclosure is necessary to facilitate consideration or processing of the applications/is authorised or required by the law; and
- (vii) 申請人及本公司／企業現承諾，就本申請而提供的任何資料如不再有效或真確，申請人／本公司／企業會及時通知香港特區政府。申請人及本公司／企業明白香港特區政府保留權利，就提供虛假的資料以支持這項申請，向申請人及本公司／企業採取其認為適當的任何行動，包括法律行動。
the Applicant(s) and the Applicant Company/Enterprise hereby undertake(s) to inform the HKSARG in a timely manner if any of the information provided in connection with this application is no longer valid or accurate. The Applicant(s) and the Applicant Company/Enterprise acknowledge(s) that the HKSARG reserves the right to take any actions, including legal actions, deemed appropriate against the Applicant(s)/the Applicant Company for furnishing false information in support of this application.

我／我們確認並承諾本公司／企業之成品將會供應香港正常運作或香港人日常生活所需。（如適用）I/We confirm and undertake that the Applicant Company/Enterprise's product(s) will be supplied for the normal operation of Hong Kong or the daily needs of the people in Hong Kong. (if applicable)

申請人 (一) Applicant No. 1	申請人 (二) Applicant No. 2
(簽署 Signature)	(簽署 Signature)
(姓名 Name) (請用正楷填寫 Print)	(姓名 Name) (請用正楷填寫 Print)
(職位 Position)	(職位 Position)
(公司/企業印章 Company Chop)	(公司/企業印章 Company Chop)
(日期 Date) (日/月/年 dd/mm/yy)	(日期 Date) (日/月/年 dd/mm/yy)

備註 Notes

- 註 1 : 請以中文或英文填妥申請書，透過下列方式送交工業貿易署署長—
 Note 1 Please complete the Application Form in Chinese or English and send to the Director-General of Trade and Industry through the following means –
 電郵 Email : exemption@tid.gov.hk
 (請於電郵主旨標明商業登記證號碼)
(Please indicate the BR number of the Applicant Company in the subject of the email)
 傳真 Fax : (852) 3525 0988
 如有查詢，請致電(852) 2398 5553。
 Please contact (852) 2398 5553 for enquiries.
- 註 2 : 請在適當項目加上"✓"號。
 Note 2 Please tick as appropriate.
- 註 3 : 請提供內地廠房／生產作業處所的面積、僱員人數、產量等資料。
 Note 3 Please provide the information on the area, number of employees, production capacity etc. of the Mainland factory(ies)/premises for manufacturing operations.

收集個人資料的重要說明

Important Note on Personal Data Collection

工業貿易署會確保所有透過申請書遞交的個人資料，均按照《個人資料(私隱)》條例(第 486 章)的有關條文處理。

收集個人資料的用途

本署會根據閣下在申請書提供的個人資料，考慮及處理豁免接受強制檢疫的申請，以及作其他相關用途。在有關的申請書內提供不完整或不正確的資料，會影響本署考慮及處理有關申請，並可能引致申請遭延遲處理或拒絕受理，以及／或導致本署對有關人士採取其他行政／法律行動。

轉移個人資料

本署在下列情況下或將申請書內的個人資料向政府其他部門，或向在香港或其他地方的第三者披露。該等情況包括：本署認為需要披露該等資料，以便考慮或處理有關申請；根據法律授權或規定；或獲有關申請者／資料當事人明確同意披露該等資料。

查閱和更正個人資料的權利

本署存有其個人資料的申請者／資料當事人，可根據《個人資料(私隱)條例》向本署要求查閱其個人資料。本署會就所提供的個人資料，收取影印費用。此外，倘若資料當事人認為提供予本署的資料不準確，則該人在查閱資料後，可再以書面提出更正個人資料的要求。

聯絡人員

如想查閱遞交的申請書內所載的個人資料，可前往工業貿易大樓 1 樓詢問處索取由私隱專員發出的查閱資料要求表格（表格 OPS003）或從本署網頁 (http://www.tid.gov.hk/tc_chi/aboutus/form/publicform/others/index.html) 下載該表格，請將填妥的表格交回內地科(三)辦公室經理，地址為香港九龍城協調道 3 號工業貿易大樓 16 樓 1614 室。

The Trade and Industry Department is committed to ensuring that all personal data collected under application forms are handled in accordance with the relevant provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

Purpose of Collection of Personal Data

Personal data provided in application forms will be used by Trade and Industry Department for considering and processing applications for exemption from compulsory quarantine. Incomplete or inaccurate information provided in the application forms may affect the consideration and processing of the applications, and may result in their being deferred or rejected, and/or other administrative/legal action being taken against the parties concerned.

Transfer of Personal Data

The personal data collected in the application forms may be disclosed to other government departments, or to third parties in Hong Kong or elsewhere, if such disclosure is necessary to facilitate consideration or processing of the applications, is authorised or required by the law, or if explicit consent to such disclosure is given by the applicant/data subject.

Rights of Access to and Correction of Personal Data

Applicants/data subjects whose personal data are collected by the Department may request access to them under the Personal Data (Privacy) Ordinance. A charge will be made to cover the cost of photocopying the data supplied. In addition, if the data subject considers that the data supplied to Trade and Industry Department is inaccurate, a request for correction of the personal data may be made in writing after a data access request has been complied with.

Contact Person

Requests for access to personal data collected under application forms should be made in writing on the Data Access Request Form (No. OPS003 issued by the Privacy Commissioner), which is available at the Information Counter on 1/F of the Trade and Industry Tower and at the Trade and Industry Department Homepage (<http://www.tid.gov.hk/english/aboutus/form/publicform/others/index.html#ops003>), to the Office Manager of Mainland Branch (III) (Room 1614, 16/F, Trade and Industry Tower, 3 Concorde Road, Kowloon City, Hong Kong).