

**申請人的負責人員名單**  
**List of the Responsible Personnel of the Applicant**

甲部 : 申請人的負責人員的資料(請參閱備註)

Part A : Particulars of Responsible Personnel of the Applicant (Please see Note)

- (i) 公司董事及管理階層的會員或團體的行政委員會而其職位為總裁、主席、副主席、秘書及相似職務  
Director and member of the management or executive committee of the association who holds the office of president, chairman, vice chairman, secretary or a similar office

名稱 Name	商業登記號碼/ 身份證/旅遊證件號碼 Business Registration No./ HKID/Travel Document No.	職位 Position

- (ii) 負責該製造公司/保稅倉的管理階層人士  
Personnel responsible for the management of the manufacturer/warehouse

名稱 Name	商業登記號碼/ 身份證/旅遊證件號碼 Business Registration No./ HKID/Travel Document No.	職位 Position

如有需要，請加附頁。  
Attached sheet if necessary.

備註：  
Note:

負責人員在這情況指：

Responsible personnel in this context refers to:-

- (a) 如申請人為一間公司，該人為公司董事；  
Where the applicant is a body corporate, a person who is its director;
- (b) 如申請人為非註冊團體，該人為管理階層的會員或該團體的行政委員會而其職位為總裁、主席、副主席、秘書或相似職務；或  
Where the applicant is an unincorporated association of persons; a person who is a member of the management or executive committee of that association who holds the office of president, chairman, vice chairman, secretary or a similar office; or
- (c) 其他人士會為或將會完全地或主要地負責該製造公司/保稅倉的管理階層。  
Any other person who is or will become wholly or mainly responsible for the management of the manufacturer/warehouse.

### 收集個人資料聲明

#### **Personal Information Collection Statement**

#### 收集目的

1. 經由本表格向香港海關提供的個人資料及其後的資料更新，將會用於以下一項或多項用途：

- (a) 執行香港海關的工作；
- (b) 執行法例賦予海關人員的權力；及／或
- (c) 就處理是項申請，方便與你以及海關各部門人員及其他政府部門之間的聯絡。

2. 為方便資料處理以達致上述目的，所收集的資料可能會根據個人資料（私隱）條例所訂進行核對程序。核對程序指海關會根據申請人提供的個人資料與本部門、其他政府部門及機構的資料（例如犯罪紀錄）核對，以確保申請人合乎資格。

3. 你必須提供本表格所要求的個人資料。假如你未能提供充份資料，我們可能無法處理你的申請。

#### 資料轉介

4. 在本申請表所提供及其後更新的個人資料，可能會交給其他政府部門及機構，以達致上文第 1 段所載的目的；或給予法例授權可接收的其他人士。

#### 查閱個人資料

5. 根據個人資料（私隱）條例，你有權查閱及更正你的個人資料。查閱的權利包括索取此表格內填報的個人資料的副本。根據條例的條款，海關有權就處理任何查閱資料的要求收取合理費用。

#### 查詢

6. 如欲查詢本表格所收集的個人資料，包括查閱及更正資料，請聯絡：

香港海關  
內務行政科  
行政主任（人事）3

郵寄  
香港北角渣華道 222 號 海關總部大樓 31 樓  
香港海關內務行政科

電話  
(852) 3759 3841

傳真  
(852) 3108 2305

#### Purpose of Collection

1. The personal data provided in this form as well as any updates of them will be used by the Customs and Excise Department (the Department) for one or more of the following purposes:

- (a) discharging various duties and functions of the Department;
- (b) enforcing the powers conferred upon the members of the Department by laws; and/or
- (c) facilitating communications among staff members of the Department, other Government departments/ bureaux and yourself for processing of the application.

2. Matching procedure within the meaning of the Personal Data (Privacy) Ordinance (the Ordinance) may be employed to facilitate the processing of the data for the above mentioned purposes. Matching procedure means the comparison of personal data provided by the applicant with the existing records (e.g. conviction record) kept by the Department, other departments/organizations to ensure that the applicant satisfies the requirements of the application.

3. It is obligatory for you to supply the personal data as required by this form. If you do not provide sufficient information, we may not be able to process your application.

#### Classes of Transferees

4. The personal data you provide in this form as well as any updates of them may be disclosed to other Government departments/bureaux or organizations for the purposes mentioned in paragraph 1 above; or where such disclosure is authorized or required by law.

#### Access to Personal Data

5. You have the right of access to and correction of your personal data as provided for in the Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in this form. In accordance with the provision of the Ordinance, we have the right to charge a reasonable fee for the processing of any data access request.

#### Enquiries

6. Enquiries concerning the personal data collected by this form, including the request for access to and correction of personal data, should be addressed to:

**Executive Officer (Personnel)3  
Office of Departmental Administration,  
Customs & Excise Department**

**Mail  
Customs and Excise Department,  
Office of Departmental Administration,  
31/F, Customs Headquarters Building, 222 Java Road,  
North Point, Hong Kong**

**Telephone  
(852) 3759 3841**

**Fax  
(852) 3108 2305**

乙部 : 聲明  
**Part B : Declaration**

本人現聲明上述各項資料正確無訛。本人明白如故意在本申請表填報失實資料，根據《應課稅品條例》(第 109 章) 第 36 條的規定，本人可被判罰款港幣壹佰萬圓及監禁兩年。

I hereby declare that the above details I have given are true and correct. I understand that, if I knowingly make any statement or provide any information in this application form which is false in any material particular, I shall be liable upon conviction to a fine of HK\$1,000,000 and to imprisonment for 2 years pursuant to Section 36 of the Dutiable Commodities Ordinance (Cap. 109).

負責人員簽署	:	_____
Signature of Responsible Personnel	:	_____
負責人員姓名	:	_____
Name of Responsible Personnel	:	_____
職位 Position	:	_____
日期 Date	:	_____

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 公司蓋印 Company Chop