

CERTIFICATE OF COMPLIANCE
(Category 1 requirements)

I, _____ (_____), holder of
(Surname) (Other Names) (Name in Chinese)

Hong Kong Identity Card Number (*alphabet and first 3 digits*) _____XXX(X), being the Applicant / the licensee / the permittee / the applicant's / the licensee's / the permittee's* authorized person in case the applicant / the licensee / the permittee* is a company / the Authorized Person / Registered Structural Engineer* registered under section 3 of the Buildings Ordinance (Cap. 123)* in respect of a (*type of licence/permit*)

_____ Licence/Permit at the premises
known as

_____ (_____)
(Shop sign in English) (Shop sign in Chinese)

and situated at _____
(Address of Premises)

do hereby certify and declare as follows :

- (i) All requirements stipulated in the List of Category 1 requirements in the Letter of Requirements addressed to the abovenamed applicant/licensee/permittee* dated _____(dd/mm/yyyy)^(Note 1) have been fully complied with.

OR

- All requirements stipulated in the List of Category 1 requirements in the Memorandum issued by the Buildings Department (BD)/Independent Checking Unit (ICU)* and copied to the abovenamed applicant/licensee/permittee* dated _____(dd/mm/yyyy)^(Note 2) (file ref. _____) have been fully complied with.

I have personally verified such compliance by inspection of the subject premises on _____
(Date of Inspection)

- (ii) I also affirm that I have read the said Category 1 requirements and understood the contents thereof, and that I understand that all matters covered by this Certificate may be subject to further verification by the Director of Food and Environmental Hygiene (D of FEH). I also understand that if I provide information that is false or misleading in a material particular or furnish the D of FEH, an authorized officer or a public officer with information knowing that it is false or misleading in a material particular in this Certificate, I shall render myself liable to disciplinary action under section 7 of the Buildings Ordinance (Cap. 123) and/or other legal penalties.

Date (dd/mm/yyyy)

Note 1: Date of the Letter of Requirements or letter conveying revised comments of the BD/ICU/Architectural Services Department issued by the Food and Environmental Hygiene Department, whichever is the latest, should be stated.

Note 2: Date of the Memorandum issued by the BD/ICU, whichever is the latest, should be stated.

Signature and full name of
applicant/licensee/permittee/authorized person in case
the applicant/the licensee/the permittee* is a company*

Signature and full name[#] of Authorized
Person/ Registered Structural Engineer* : _____

Certificate of registration number [#]: _____

Date of expiry of registration [#] : _____ (dd/mm/yyyy)

Correspondence address : _____

Contact telephone number : _____

Contact fax number : _____

Contact email address: _____

Name of company/partnership firm* : _____

(if Authorized Person/Registered
Structural Engineer* is an employee/
Director/partner* of a company/
Partnership firm*)

Company Chop

- * Please delete where appropriate.
- Please tick the appropriate box(es).
- # In accordance with the registration record.

**Collection of Personal Data in Connection with
Application for Food Business and Other Trade Licences/Permits or
Application for Alteration to the Approved Plan of Licensed/Permitted Premises
In accordance with the Personal Data (Privacy) Ordinance**

Statement of Purpose

1. Purposes of Collection

The personal data provided by means of this form will be used by the Food and Environmental Hygiene Department (FEHD) for:

- (a) activities relating to applications for the issue of food business and other trade licences/permits made to the FEHD;
- (b) activities relating to applications for alteration to the approved plan of licensed/permitted premises made to the District Environmental Hygiene Office/Licensing Section of the FEHD; and
- (c) facilitating communication among the staff of the FEHD, other government departments and you concerning compliance with the laws and regulations applicable to the food business and other trades.

The provision of personal data by means of this form is voluntary. However, if you do not provide sufficient information, the FEHD may not be able to process your application.

2. Class of Transferees

The personal data which you have provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

3. Access to Personal Data

You have the right of access and correction with respect to the personal data as provided under Personal Data (Privacy) Ordinance. Request for personal data access and correction should be addressed to FEHD. FEHD has the right to charge a reasonable fee for the processing of any data access request.