

衛生督導員訓練課程報名表
Enrolment Form for Hygiene Supervisor Training Course
(填寫前請參閱附連的填表須知)
(Please read the Notes for Completion attached before completing this form)

致：食物環境衛生署署長
To: Director of Food and Environmental Hygiene

持牌人／牌照申請人資料
Particulars of Licensee/Licence Applicant

1. 持牌人 Licensee 牌照申請人 Licence Applicant

如持牌人／牌照申請人為公司，請填寫項目 1(b)
For corporate licensee or licence applicant, please complete the Item 1(b)

1(a) 姓名： (中文) 先生 女士
Name (Chinese) _____ Mr Ms
(英文)
(English) _____

香港身分證／護照*號碼：
Hong Kong Identity Card / Passport* No. _____

1(b) 公司名稱： (中文) _____
Name of Corporation (Chinese) _____
(英文)
(English) _____

獲授權人： (中文) _____
Authorized person (Chinese) _____
(英文)
(English) _____

香港身分證／護照*號碼：
Hong Kong Identity Card / Passport* No. _____

食物業處所資料

Particulars of Food Premises

- 2(a) 店鋪名稱：
Shop Sign _____
- 2(b) 牌照類別：
Type of Licence _____
- 2(c) 牌照／申請牌照檔案編號：
Licence/Licence Application File Reference No. _____
- 2(d) 地址： 室／鋪 樓 座
Address Flat/Room/Shop _____ Floor _____ Block _____
大廈
Building _____
屋邨／鄉村
Estate/Village _____
街道名稱及號碼
No. and Name of Road/Street _____
如涉及多於一條街道，請詳述
If involving more than one road/street, please specify
地區 地段號碼（如適用）
District _____ Lot Number (if any) _____
 香港及離島 九龍 新界
HK & Islands Kln NT
- 2(e) 聯絡電話： 傳真號碼：
Contact Telephone No. _____ Fax No. _____

課程申請人資料

Particulars of Course Applicant

3. 課程申請人
Course Applicant
- 3(a) 課程申請人姓名： (中文) 先生 女士
Name of Course Applicant (Chinese) _____ Mr Ms
(英文)
(English) _____
- 3(b) 香港身分證／護照*號碼：
Hong Kong Identity Card / Passport* No. _____
- 3(c) 聯絡電話： 傳真號碼：
Contact Telephone No. _____ Fax No. _____
- 3(d) 通訊地址：
Correspondence Address _____

與食物業處所地址(即上文 2(d)項)相同
Same as the address of food premises (as in item 2(d) above)

* 請刪去不適用者。 Please delete where appropriate.

請在適當的方格內填上「✓」號。 Please tick the appropriate box(es).

擬參加課程
Course Applied for

4.

次序 Priority	課程日期 Course Date	課程編號 Course Code
第一選擇 First Choice		
第二選擇 Second Choice		
第三選擇 Third Choice		

有關可供選擇的課程詳情，請參閱本署網頁 http://www.fehd.gov.hk/tc_chi/licensing/training_course_c.pdf

For details of courses available, please browse the Department's website http://www.fehd.gov.hk/english/licensing/training_course_e.pdf

(課程申請人簽署)
(Signature of Course Applicant)

(持牌人／牌照申請人／獲授權人*簽署)
(Signature of Licensee / Licence Applicant /
Authorized Person*)

(公司印章)
(Company Chop)

日期 (日／月／年)
Date (dd/mm/yyyy)

日期 (日／月／年)
Date (dd/mm/yyyy)

* 請刪去不適用者。 Please delete where appropriate.

填表須知 Notes for Completion

- (1) 有關課程給予在持牌食物業處所及申請食物業牌照處所工作的員工。
The courses are provided to staff working in licensed food premises and food premises under application for licence.
- (2) 請於課程日期前最少十個工作天遞交申請。
Please submit an application at least 10 working days before the course date.
- (3) 每份報名表祇供一名課程申請人使用。
Each enrolment form is for one course applicant only.
- (4) 課程名額會以先到先得形式分配，成功申請者將獲另函通知有關安排。
Training places will be allocated on a first-come-first-served basis. Successful applicants will be notified of the arrangements separately.
- (5) 填寫課程選擇前，請注意有關上課地點及授課語言。詳情可參閱本署網頁
http://www.fehd.gov.hk/tc_chi/licensing/training_course_c.pdf。
Please note the location of training venue and teaching medium used before choosing courses. For details, please refer to the Department's website http://www.fehd.gov.hk/english/licensing/training_course_e.pdf.

關於申請報讀衛生督導員訓練課程所填報的個人資料
Collection of Personal Data in Connection with Application for
Enrolment of a Hygiene Supervisor Training Course

(按照《個人資料(私隱)條例》的規定處理)
(In accordance with the Personal Data (Privacy) Ordinance)

目的說明
Statement of Purposes

1. 收集資料的目的
Purposes of Collection

食物環境衛生署(本署)會利用經這份表格填報的資料作以下用途 –
The personal data provided by means of this form will be used by the Food and Environmental Hygiene Department (FEHD) for –

- (1) 處理向本署分區環境衛生辦事處 / 牌照組辦事處提交的申請報讀衛生督導員訓練課程事宜；及
carrying out activities relating to the application for enrolment of a Hygiene Supervisor training course made to the District Environmental Hygiene Offices / Licensing Offices of FEHD; and
- (2) 方便本署職員與你聯絡。
facilitating communication among staff of FEHD and yourself.

透過此表格提供個人資料，純屬自願。不過，如你或課程申請人不提供充分的資料，本署將不能處理你的申請事宜。

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

2. 接受資料轉介人的類別
Class of Transferees

本署可能會向其他政府部門及機構披露你透過本申請表格所提供的資料，以達到上文第1段所述的目的。

The personal data which you have provided by means of this form may be disclosed to other Government departments and agencies in pursuance of the purposes mentioned in paragraph 1 above.

3. 查閱個人資料
Access to Personal Data

根據《個人資料(私隱)條例》第18條、第22條及附表1第6原則的規定，你及課程申請人有權要求查閱及改正所提供的個人資料。查閱的權利包括有權索取本表格所提供的個人資料的複本一份。本署應查閱要求而提供資料時，可能徵收費用。

You and the course applicant have a right to request access to and correction of the personal data provided in accordance with sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. The right of access includes the right to obtain a copy of the personal data which are provided by means of this form. A fee may be imposed for complying with a data access request.

4. 查詢
Enquiries

如對這份表格收集的個人資料有任何查詢，包括查閱及更改資料等，可向下列辦事處提出：
Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to :

分區環境衛生辦事處
District Environmental Hygiene Offices

港島及離島區	Hong Kong & Islands
中西區環境衛生辦事處 香港皇后大道中345號上環市政大廈10樓 電話號碼：2853 2504 傳真號碼：2851 7653	Central/Western District Environmental Hygiene Office 10/F, Sheung Wan Municipal Services Building, 345 Queen's Road Central, Hong Kong Tel. no.: 2853 2504 Fax no.: 2851 7653
東區環境衛生辦事處 香港鰂魚涌街38號鰂魚涌市政大廈3樓 電話號碼：3103 7041 傳真號碼：2565 8203	Eastern District Environmental Hygiene Office 3/F, Quarry Bay Municipal Services Building, 38 Quarry Bay Street, Hong Kong Tel. no.: 3103 7041 Fax no.: 2565 8203
南區環境衛生辦事處 香港香港仔大道203號香港仔市政大廈4樓 電話號碼：2903 0411 傳真號碼：2873 1608 / 2552 9071	Southern District Environmental Hygiene Office 4/F, Aberdeen Municipal Services Building, 203 Aberdeen Main Road, Hong Kong Tel. no.: 2903 0411 Fax no.: 2873 1608 / 2552 9071
灣仔區環境衛生辦事處 香港灣仔軒尼詩道225號駱克道市政大廈7樓 電話號碼：2879 5760 傳真號碼：2519 6884	Wanchai District Environmental Hygiene Office 7/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wanchai, Hong Kong Tel. no.: 2879 5760 Fax no.: 2519 6884
離島區環境衛生辦事處 香港中環統一碼頭道38號海港政府大樓6樓 電話號碼：2852 3606 傳真號碼：2545 2964	Islands District Environmental Hygiene Office 6/F, Harbour Building, 38 Pier Road, Central, Hong Kong Tel. no.: 2852 3606 Fax no.: 2545 2964

九龍區	Kowloon
九龍城區環境衛生辦事處 九龍馬頭圍道165號土瓜灣政府合署3樓及4樓 電話號碼：2715 4608 傳真號碼：2761 0718	Kowloon City District Environmental Hygiene Office 3/F & 4/F, To Kwa Wan Market and Government Offices, 165 Ma Tau Wai Road, Kowloon Tel. no.: 2715 4608 Fax no.: 2761 0718
觀塘區環境衛生辦事處 九龍觀塘瑞和街9號瑞和街市政大廈7樓 電話號碼：3102 7373 傳真號碼：2343 6734	Kwun Tong District Environmental Hygiene Office Level 7, Shui Wo Street Municipal Services Building, 9 Shui Wo Street, Kwun Tong, Kowloon Tel. no.: 3102 7373 Fax no.: 2343 6734
旺角區環境衛生辦事處 九龍旺角花園街123號A花園街市政大廈6樓及7樓 電話號碼：2749 3627 傳真號碼：2391 5572	Mong Kok District Environmental Hygiene Office 6/F & 7/F, Fa Yuen Street Municipal Services Building, 123A Fa Yuen Street, Mong Kok, Kowloon Tel. no.: 2749 3627 Fax no.: 2391 5572
深水埗區環境衛生辦事處 九龍深水埗元州街59-63號元州街市政大廈8樓至10樓 電話號碼：2748 6943 傳真號碼：2748 6937	Sham Shui Po District Environmental Hygiene Office 8/F-10/F, Un Chau Street Municipal Services Building, 59-63 Un Chau Street, Sham Shui Po, Kowloon Tel. no.: 2748 6943 Fax no.: 2748 6937

九龍區	Kowloon
黃大仙區環境衛生辦事處 九龍黃大仙彩虹道121號大成街街市大樓3樓 電話號碼：2997 9005 傳真號碼：2351 5710	Wong Tai Sin District Environmental Hygiene Office 3/F, Tai Shing Street Market Building, 121 Choi Hung Road, Wong Tai Sin, Kowloon Tel. no.: 2997 9005 Fax no.: 2351 5710
油尖區環境衛生辦事處 九龍油麻地寶靈街17號官涌市政大廈3樓及4樓 電話號碼：2302 1301 傳真號碼：2735 5955	Yau Tsim District Environmental Hygiene Office 3/F & 4/F, Kwun Chung Municipal Services Building, 17 Bowring Street, Yau Ma Tei, Kowloon Tel. no.: 2302 1301 Fax no.: 2735 5955

新界區	New Territories
北區環境衛生辦事處 新界上水智昌路13號石湖墟市政大廈4樓 電話號碼：2679 2815 傳真號碼：2679 5695	North District Environmental Hygiene Office 4/F, Shek Wu Hui Municipal Services Building, 13 Chi Cheong Road, Sheung Shui, New Territories Tel. no.: 2679 2815 Fax no.: 2679 5695
西貢區環境衛生辦事處 新界將軍澳培成路38號西貢將軍澳政府綜合大樓8樓 電話號碼：3740 5100 傳真號碼：2792 9937	Sai Kung District Environmental Hygiene Office 8/F, Sai Kung Tseung Kwan O Government Complex, 38 Pui Shing Road, Tsueng Kwan O, New Territories Tel. no.: 3740 5100 Fax no.: 2792 9937
沙田區環境衛生辦事處 新界沙田沙田鄉事會路138號新城市中央廣場第1座 12樓1201-1207室及1220-1221室 電話號碼：2634 0136 傳真號碼：2634 0442	Sha Tin District Environmental Hygiene Office Unit 1201-1207, 1220-1221, 12/F, Tower 1, Grand Central Plaza, 138 Sha Tin Rural Committee Road, Sha Tin, New Territories Tel. no.: 2634 0136 Fax no.: 2634 0442
大埔區環境衛生辦事處 新界大埔鄉事會街8號大埔綜合大樓3樓 電話號碼：3183 9111 傳真號碼：2650 1171	Tai Po District Environmental Hygiene Office 3/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, New Territories Tel. no.: 3183 9111 Fax no.: 2650 1171
葵青區環境衛生辦事處 新界葵涌興芳路166-174號葵興政府合署9樓 電話號碼：2619 9482 傳真號碼：2480 4023	Kwai Tsing District Environmental Hygiene Office 9/F, Kwai Hing Government Offices Building., 166-174 Hing Fong Road, Kwai Chung, New Territories Tel. no.: 2619 9482 Fax no.: 2480 4023
荃灣區環境衛生辦事處 新界荃灣楊屋道45號楊屋道市政大廈3樓 電話號碼：2212 9735 傳真號碼：2414 8809	Tsuen Wan District Environmental Hygiene Office 3/F, Yeung Uk Road Municipal Services Building, 45 Yeung Uk Road, Tsuen Wan, New Territories Tel. no.: 2212 9735 Fax no.: 2414 8809
屯門區環境衛生辦事處 新界屯門屯喜路1號屯門政府合署1樓及3樓 電話號碼：2451 3113 傳真號碼：2452 6559	Tuen Mun District Environmental Hygiene Office 1/F & 3/F, Tuen Mun Government Offices Building, 1 Tuen Hi Road, Tuen Mun, New Territories Tel. no.: 2451 3113 Fax no.: 2452 6559
元朗區環境衛生辦事處 新界元朗橋樂坊2號元朗政府合署2樓至5樓 電話號碼：2920 7605 傳真號碼：2477 5099	Yuen Long District Environmental Hygiene Office 2/F-5/F, Yuen Long Government Offices, 2 Kiu Lok Square, Yuen Long, New Territories Tel. no.: 2920 7605 Fax no.: 2477 5099

牌照組辦事處
Licensing Offices

港島及離島區牌照組辦事處 香港灣仔軒尼詩道 225 號駱克道市政大廈 8 樓 電話號碼：2879 5738 傳真號碼：2507 2964	Hong Kong and Islands Licensing Office 8/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wanchai, Hong Kong Tel. No. : 2879 5738 Fax No. : 2507 2964
九龍區牌照組辦事處 九龍深水埗基隆街 333 號北河街市政大廈 4 樓 電話號碼：2729 1632 傳真號碼：3146 5319	Kowloon Licensing Office 4/F, Pei Ho Street Municipal Services Building, 333 Ki Lung Street, Sham Shui Po, Kowloon Tel. No. : 2729 1632 Fax No. : 3146 5319
新界區牌照組辦事處 新界大埔鄉事會街 8 號大埔綜合大樓 4 樓 電話號碼：3183 9226 傳真號碼：2606 3350	New Territories Licensing Office 4/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, New Territories Tel. No. : 3183 9226 Fax No. : 2606 3350