

香港製造食品便利通關准許申請表  
(適用於出口往內地的指定食品類別)  
**Application for Advance Release Permission for  
Food Products Manufactured in Hong Kong  
(Applicable to Export of the Specified Categories of Food Products to the Mainland)**

**甲部 Part A 申請人資料 Particulars of Applicant**

- (1) 食品生產商名稱 : \_\_\_\_\_  
Name of Food Manufacturer
- (2) 業務名稱 : \_\_\_\_\_  
Name of Business
- (3) 食物商登記號碼／獲豁免號碼 : \_\_\_\_\_  
Trader Registration No./Exemption No.
- (4) 通訊地址 : \_\_\_\_\_  
Correspondence Address  
\_\_\_\_\_
- (5) 聯絡人姓名 : \_\_\_\_\_  
Name of Contact Person
- (6) 電話號碼 : \_\_\_\_\_  
Telephone No.
- (7) 傳真號碼 : \_\_\_\_\_  
Fax No.
- (8) 電郵地址 : \_\_\_\_\_  
Email Address

**乙部 Part B 食物製造廠資料 Particulars of Food Factory**

- (1) 食物製造廠牌照號碼 : \_\_\_\_\_  
Food Factory Licence No.
- (2) 食物製造廠地址 : \_\_\_\_\_  
Address of Food Factory  
\_\_\_\_\_
- (3) 申請食品類別編號<sup>1</sup> : \_\_\_\_\_  
Category No. of Food Product under  
Application<sup>1</sup>

<sup>1</sup> 請參照注意事項(1)的說明填上一個合適的食品類別編號。  
Please refer to Note (1) to fill in **ONE** appropriate food category number.

**丙部 Part C 食品資料<sup>2</sup> Details of Food Product<sup>2</sup>****項目 (1) Item (1)**

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位數字) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位數字) China CIQ code (3 Digits)

**項目 (2) Item (2)**

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位數字) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位數字) China CIQ code (3 Digits)

**項目 (3) Item (3)**

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位數字) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位數字) China CIQ code (3 Digits)

**項目 (4) Item (4)**

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位數字) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位數字) China CIQ code (3 Digits)

如丙部的空位不敷應用，請複印本頁填寫。 If there is not enough space in Part C, please use a copy of this page.

本人確認上述食品皆符合取得 CEPA 原產地證書的資格。

I confirm that the food products stated above are all eligible to obtain the Certificate of Hong Kong Origin - CEPA.

請在適當方格內填上「✓」號。 Please tick the appropriate box.

<sup>2</sup> 在丙部填寫的所有食品均應與乙部 (3) 所述屬同一類別。此外，請按照注意事項 (3) 的說明為每一項食品附上相應的附加文件。

All food products filled in Part C should be under the same category as mentioned in Part B(3). In addition, please follow the instruction of Note (3) to attach the corresponding supporting documents for each food product.

## 丁部 Part D 聲明 Declaration

本人謹此聲明：本人是本申請表所指的食品生產商，本申請表中填報的資料及夾附的文件均屬真實無訛，擬出口到內地的食品亦與所填報者相同。本人完全明白所提供的資料及文件會轉交中華人民共和國海關總署以作便利通關安排。本人並完全明白第 6 頁的《收集個人資料聲明》。 I hereby declare that I am the manufacturer of the food product in respect of which this application is made and that the particulars and documents given in this application are true and that the food product to be exported to the Mainland shall be as described. I fully understand the information and documents provided shall be forwarded to the General Administration of Customs of the People's Republic of China for arrangement of advance release. I also fully understand the “Personal Information Collection Statement” on page 6.

申請人姓名 : \_\_\_\_\_ 簽署 : \_\_\_\_\_  
Name of Applicant (請以正楷填寫) Signature  
(in BLOCK letters)

日期 : \_\_\_\_\_ 公司印章 : \_\_\_\_\_  
Date Company Chop

### 注意事項 Notes for Attention

(1) 每宗申請只適用於以下其中一類食品：

Each application shall only be applicable to **ONE** of the following food categories:

- 01 飲料及冷凍飲品（不包括含酒精類及奶類飲品）  
Beverages and Frozen Drinks (excluding alcoholic and milk beverages)
- 02 餅乾、糕點及麵包  
Biscuits, Pastries and Bread
- 03 糖果及巧克力（包括巧克力、代可可脂巧克力及其製品）  
Candies and Chocolates (including chocolate, cocoa butter substitute chocolate and their products)

以上食品分類乃參照中華人民共和國海關總署（海關總署）依據中國 HS 編碼和檢驗檢疫編碼的定義而定。

The food categories above refer to the definitions of the General Administration of Customs of the People's Republic of China (the GACC) based on the China HS codes and CIQ codes.

(2) 申請人必須提供以下文件：

The applicant shall provide the following documents:

- (i) 上文乙部所述食物製造廠的有效牌照副本；及  
A copy of the valid licence of the food factory mentioned in Part B above; and
- (ii) 有關食物製造廠的食物安全管理系統證明書（即 ISO 22000 或 HACCP 證書）副本。  
A copy of the certificate of food safety management system (i.e. ISO 22000 or HACCP certification) of the food factory.

## 注意事項 Notes for Attention

- (3) 申請人必須就上文丙部所述的每項食品提供以下文件：

The applicant shall provide the following documents for **EACH** of the food items mentioned in Part C above:

- (i) 食品於上文乙部所述食物製造廠內的生產流程圖；及  
Manufacturing flowchart of the food product in the food factory as mentioned in Part B above; and
- (ii) 由第三方認可機構於最近 6 個月內發出的證明書連同相關檢測報告，證明食品符合中華人民共和國國家標準。  
Certificate with relevant test report issued within the last six months by a third party recognised institute certifying that the food product complies with the national standards of the People's Republic of China.

- (4) 提供的文件應為英文及／或中文。

The documents provided shall be in English and/or Chinese.

- (5) 除上文事項（2）及（3）所列的資料及文件外，食物環境衛生署可能會按個別情況要求申請人提供其他補充資料及文件。

In addition to the information and documents listed in Notes (2) and (3) above, the Food and Environmental Hygiene Department may require the applicant to provide other supplementary information and documents depending on individual circumstances.

- (6) 如申請人提供的資料及／或文件不足，本署可暫停處理其申請直至申請人提供所有資料及文件為止。

If the information and/or documents provided by the applicant are insufficient, this Department may suspend processing the application until the applicant has provided all the required information and documents.

- (7) 本署會在申請通過初步審核後向申請人發出繳費通知。申請人須於該通知發出日期起計 14 個工作天內繳交申請費港幣 8,305 元（費用以本署最新公布為準）。逾期未繳費個案將被視為放棄申請，本署會終止有關個案。申請人日後若有意作相同申請，必須重新提交新申請表及相關文件。

The Department will issue a payment notice to the applicant after the application has passed the preliminary review. The applicant has to pay a fee of HK\$8,305 for the application (the amount is subject to the latest announcement of the Department) within 14 working days from the date of issue of the payment notice. Failure to pay the fee within the due date will be regarded as an abandoned application and the Department will terminate the case. If the applicant intends to make the same application in future, he/she must submit a new application form with relevant documents.

- (8) 不論申請獲批准與否，所繳費用概不發還。

Regardless of whether the application is approved or not, the fee paid is non-refundable.

- (9) 若申請人所提供的所有資料及文件均符合相關申請規定，並已繳付申請費用，便利通關准許可在 21 個工作天內發出。

If all the required information and documents provided by the applicant have met the application requirements and the application fee has been paid, Advance Release Permission may be issued within 21 working days.

## 注意事項 Notes for Attention

- (10) 若申請人在獲發便利通關准許後沒有對相關食品資料作出變更，並保持其食物製造廠牌照及食物安全管理系統證明書等證明文件持續有效，有關准許會維持有效。  
Upon granting the Advance Release Permission, if the applicant does not change the relevant food product information and keeps the supporting documents valid, including the food factory licence and the certificate of food safety management system, the permission will remain valid.
- (11) 便利通關准許屬初步資格審核程序，申請人獲發准許後，須確保**每批次**經便利通關安排出口到內地的相關食品：  
The Advance Release Permission is a preliminary qualification review process. Applicant who has been issued with the Permission must ensure that **each consignment** of the food product exported to the Mainland through the advance release arrangement:
- (i) 附有本署簽發的動物製食品衛生證書或食物檢查證書〔另行向本署申請〕；  
is accompanied by a Health Certificate for Foods of Animal Origin or Food Inspection Certificate issued by this Department [Apply separately with this Department];
  - (ii) 附有 CEPA 原產地證書〔另行向工業貿易署或政府認可簽發來源證機構申請〕；及  
is accompanied by a Certificate of Hong Kong Origin - CEPA [Apply separately with the Trade and Industry Department or the Government Approved Certification Organisations];  
and
  - (iii) 符合內地的相關法例及規定。  
complies with the relevant laws and requirements in the Mainland.
- (12) 除上文事項（11）外，便利通關安排是否適用於個別食品批次屬海關總署的決定。  
Other than Notes (11) above, whether the advance release arrangement is applicable to individual food consignment is the decision of the GACC.

## 遞交申請表及查詢 Submission of Application and Enquiries

香港皇后大道東 183 號合和中心 35 樓 3508-09 室  
食物環境衛生署食物安全中心  
電話專線：3108 2754 傳真號碼：3108 2719

Centre for Food Safety, Food and Environmental Hygiene Department  
Room 3508-09, 35/F, Hopewell Centre  
183 Queen's Road East, Hong Kong  
Tel. No.: 3108 2754 Fax No.: 3108 2719

## 收集個人資料聲明 Personal Information Collection Statement

### (1) 收集資料的目的 Purpose of Collection

你在本申請表格所提供的個人資料，會由食物環境衛生署作規控食物進出口及食物安全用途。提供個人資料與否純屬自願。但如果提供的資料不足，我們可能無法處理你的申請。 Your personal data provided by means of this application form will be used by the Food and Environmental Hygiene Department for controlling food importation and exportation as well as food safety. The provision of personal data is voluntary. However, if you do not provide sufficient information, we may not be able to process your application.

### (2) 資料轉交的對象 Classes of Transferees

你所提供的個人資料，主要供本署內部使用，但也可能在有需要時就以上第 1 段所列的用途向其他政府部門或有關方面披露，包括中華人民共和國海關總署。除此以外，你的個人資料只會披露給你曾同意向其披露的相關各方，或用作《個人資料（私隱）條例》所核准的資料披露。

The personal data you provide is mainly for use within the Department but it may also be disclosed to other government branches and departments or relevant parties, including the General Administration of Customs of the People's Republic of China, for the purposes mentioned in paragraph 1 above if necessary. Apart from this, the data may only be disclosed to parties to which you have given consent to making such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

### (3) 查閱及修正個人資料 Access and Correction to Personal Data

根據《個人資料（私隱）條例》第 18、22 條及附表 1 第 6 原則所述，你有權查閱及修正個人資料，包括有權取得你在本申請表格提供的個人資料副本。查閱資料或須收費。

You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in this application form. A fee may be imposed for complying with a data access request.

### (4) 查詢 Enquiries

如對所提供的個人資料有任何查詢（包括查閱及修正資料），請聯絡：

香港金鐘道 66 號金鐘道政府合署 43 樓

食物環境衛生署食物安全中心

高級行政主任（食物安全中心）

電話號碼：2867 5300

All enquiries concerning the personal data provided, including making access and correction, should be addressed to:

Senior Executive Officer (Centre for Food Safety)

Centre for Food Safety, Food and Environmental Hygiene Department

43rd Floor, Queensway Government Offices, 66 Queensway, Hong Kong

Tel. No.: 2867 5300