

請將申請書連同有關文件交回：

香港北角英皇道 121 號嘉信大廈地下及地庫  
食物環境衛生署  
食物安全中心  
食物標籤小組  
小量豁免辦事處  
電話號碼：3583 3653  
傳真號碼：3105 0457 / 3105 0458

Please send application form together with relevant documents to :

Small Volume Exemption Office  
Food Labelling Unit  
Centre for Food Safety  
Food and Environmental Hygiene Department  
G/F and Basement, Carson Mansion,  
121 King's Road, North Point, H.K.  
Tel. No. : 3583 3653  
Fax No. : 3105 0457 / 3105 0458

根據《食物及藥物(成分組合及標籤)規例》(第 132W 章) 附表 6 第 2 部第 1 條  
的小量豁免制度授予營養標籤豁免的申請書  
Application for Granting of Exemption from  
Nutrition Labelling under the Small Volume Exemption Scheme  
in accordance with Section 1 in Part 2 of Schedule 6 to the  
Food and Drugs (Composition and Labelling) Regulations, Cap. 132W

申請人須知  
NOTICE TO APPLICANT

- (1) 每份申請書只用於一項產品，如就多於一項產品申請豁免，請就每項產品獨立填寫申請書。你亦可選擇自行複印丁部及戊部，就每項產品分別填寫有關資料，然後夾附在本申請書內。  
*Each application form is used for one product only. Please complete separate forms if you apply for exemption for more than one product. Alternatively, you may reproduce Part D & Part E for filling the relevant particulars of each product and attach to this application form.*
- (2) 填寫本申請書前，請參閱附件 I 的“重要事項”。  
*Please read the “Important Notes” at Annex I before completing this form.*
- (3) 若以公司名義申請，請隨本申請書呈交有效商業登記證的副本；若以個人名義申請，請呈交身分證副本及與業務相關的有效商業登記證副本。如已在之前申請中呈交商業登記證或身分證副本，而有關資料不變，則無須再次呈交。  
*If your application is made in the name of a company, please submit together with this form a copy of valid Business Registration Certificate (BRC) of your company. If your application is made in the name of an individual, please submit a copy of your identity card and a copy of valid BRC in relation to your business. Copy of BRC or identity card is not required if it has been submitted before in connection with previous application and there is no change to its information.*
- (4) 請把有關產品的相片或掃描圖像貼在本申請書丁部所提供的空位上並選擇適當標題。相片或掃描圖像必須清晰可閱地展示有關產品的食物名稱、品牌名稱及條碼(如有)。你亦可把有關產品的數碼相片印出，然後夾附於丁部，但必須加上適當標題。此外，如你不清楚產品標籤上的任何字句、圖片或其他表達方式會否構成營養聲稱，請在丁部“其他有關資料”一欄提供有關資料及/或提供有關相片，以便本署審核和提供意見。如不提供上述相片、圖像或資料，你亦可選擇呈交有關產品的空盒或包裝。  
*Please stick the photo(s) or scanned image(s) of the product in the space provided in Part D and choose an appropriate title. The photo(s) or scanned image(s) should show clearly and legibly the product's food name, brand name and the bar code (if available). You may also print out the digital photo(s) of the product and attach to Part D, but you have to mark with an appropriate title. In addition, if you are not sure whether any wording, graphics or other presentation on the package of the product constitute a nutrition claim, please provide such information in the “Other relevant information” box in Part D and/or provide relevant photos for scrutiny and advice. If you do not provide the above-mentioned photo(s), scanned image(s) or information, you can submit an empty box or wrapper of the product as an alternative.*
- (5) 請保留已填妥的申請書副本，供日後參考。  
*Please keep a copy of this completed application form for future reference.*

本人／本公司\*是丁部所述產品的  進口商 (適用於進口產品)  製造商 (適用於本地製造產品)，現根據上述規例的小量豁免制度就該產品申請營養標籤豁免。

I am/Our company is\* the  importer (for imported product)  manufacturer (for locally produced product) of the product described in Part D and apply for exemption from providing nutrition labelling for the product under the Small Volume Exemption Scheme in accordance with the above Regulations.

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

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

豁免的擬議生效日期是 \_\_\_\_\_ 年 \_\_\_\_\_ 月 1 日。

[註：豁免的擬議生效日期必須於申請日期起計的 6 個月內某一月份的首日。請參閱附件I的“重要事項”第(2)段。在接獲小量豁免申請後，有關的申請結果會於14個工作天內通知申請人。如申請獲批，申請人須在豁免生效日期前繳付指定的豁免費用。在收到繳費後，註明豁免編號及豁免有效期的正式批准信，便會在7個工作天內發出。]

The proposed effective date of exemption is 1<sup>st</sup> \_\_\_\_\_ (month) \_\_\_\_\_ (year).

[Note: The proposed effective date of exemption should be the first day of a month which is not more than 6 months from the date of application. Please see paragraph (2) of “Important Notes” at Annex I. Applicant will be notified of the result of the application within 14 working days after receipt of SVE application. For successful application, applicant will be requested to pay the prescribed exemption fee before the effective date of the exemption. Once payment is received, a formal approval letter with the exemption number and validity period of exemption will be issued within 7 working days.]

甲部 Part A		申請人資料 Particulars of the Applicant	
(請在適當方格內填上「✓」號。) (Please tick the appropriate box.)			
<input type="checkbox"/> 以個人名義申請 Application in the name of an Individual <input type="checkbox"/> 先生 <input type="checkbox"/> 女士 Mr.                      Ms.		<input type="checkbox"/> 以公司名義申請 Application in the name of a Company	
中文姓名 Name in Chinese		中文名稱 Name in Chinese	
英文姓名 Name in English		英文名稱 Name in English	
香港身分證號碼 Hong Kong Identity Card No. _____ ( )  <input type="checkbox"/> 現夾附身分證副本 Copy of Identity Card attached <input type="checkbox"/> 已呈交身分證副本 Copy of Identity Card submitted before		獲授權人姓名 (中文) Name of Authorised Person (Chinese)	
		獲授權人姓名 (英文) Name of Authorised Person (English)	

商業登記證號碼 Business Registration Certificate No.	<input type="checkbox"/> 現夾附商業登記證副本 Copy of Business Registration Certificate attached <input type="checkbox"/> 已呈交商業登記證副本 Copy of Business Registration Certificate submitted before
辦事處地址(中文) Office Address in Chinese	
辦事處地址(英文) Office Address in English	
電話號碼 Tel. No.	手提電話號碼 Mobile phone No.
傳真號碼 Fax No.	電郵地址 Email Address

<b>乙部 Part B</b> <p style="text-align: center;"><b>聯絡人資料</b> <b>Particulars of Contact Person</b></p> <p style="text-align: center;">(如與甲部資料相同可不用填寫 No need to complete if information is the same as in Part A)</p>	
中文姓名 Name in Chinese	英文姓名 Name in English
電話號碼 Tel. No.	手提電話號碼 Mobile phone No.

<b>丙部 Part C</b> <p style="text-align: center;"><b>通訊語言選擇</b> <b>Choice of Correspondence Language</b></p> <p style="text-align: center;">(請在適當方格內填上「✓」號。)(Please tick the appropriate box.)</p>			
本人以 I would use	<input type="checkbox"/> 中文 Chinese	<input type="checkbox"/> 英文 English	為日後的通訊語言。 for my future correspondence.

<b>丁部 Part D</b>			
<b>產品資料</b> <b>Particulars of the Product</b>			
(請在適當方格內填上「✓」號。)(Please tick the appropriate box.)			
<b>第</b> <b>Product No.</b> _____	<b>項產品</b> _____	你的產品編號 (如有) Your Product Reference No. (if available) _____	
食物名稱 (中文) Food name in Chinese			
食物名稱 (英文) Food name in English			
品牌名稱 (中文) Brand name in Chinese			
品牌名稱 (英文) Brand name in English			
淨重/淨體積/數量 Net Weight/Net Volume/Numerical Count	<input type="checkbox"/> 克 g	<input type="checkbox"/> 千克 kg	<input type="checkbox"/> 其他單位 (請註明) Other unit (please specify) _____
	<input type="checkbox"/> 毫升 mL	<input type="checkbox"/> 升 L	
	<input type="checkbox"/> 件 piece		
製造商名稱 Name of Manufacturer			
製造商地址 Address of Manufacturer			
原產地國家 (適用於進口產品) Country of Origin (for imported product)	省/州/郡 (適用於進口產品) Province/State/County (for imported product)	市 (適用於進口產品) City (for imported product)	
包裝商名稱 (如適用) Name of Packer (if applicable)			
包裝商地址 (如適用) Address of Packer (if applicable)			
產品條碼 (如有) Bar code of the product (if available)			
其他有關資料 (請參閱第 1 頁“申請人須知”第(4)項) Other relevant information (please see item (4) of “Notice to Applicant” on page 1)			

註：如就多於一項產品申請豁免，請複印本部以便填寫，然後夾附在本申請書內。

Note: If you apply for exemption for more than one product, please reproduce this Part for completion and attach to this application form.

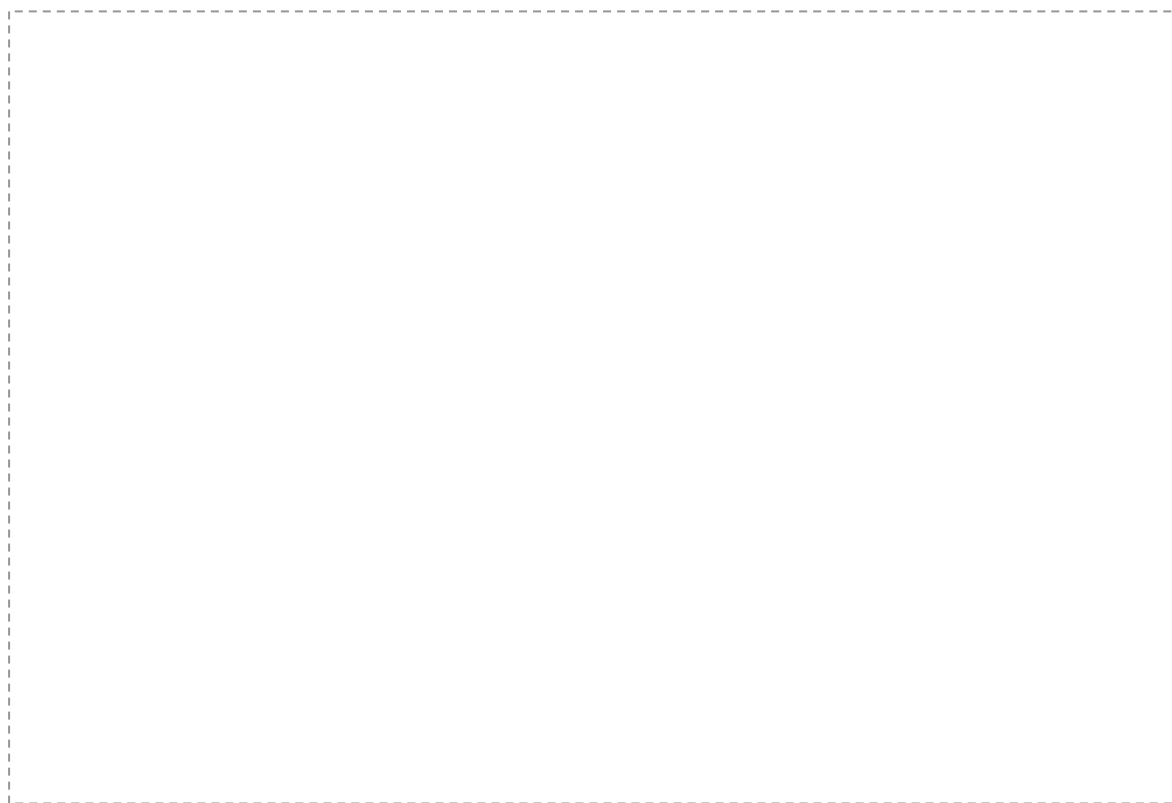
第 \_\_\_\_\_ 項產品  
Product No. \_\_\_\_\_

你的產品編號 (如有)  
Your Product Reference No. \_\_\_\_\_  
(if available)

請把產品的相片或掃描圖像貼在下面空位上，並在以下適當方格內填上「✓」號。

Please stick the photo(s) or scanned image(s) of the product in the space below and tick the appropriate box.

<input type="checkbox"/>	產品整體外觀 Product's general outlook	<input type="checkbox"/>	產品正面 Product's front view	<input type="checkbox"/>	產品背面 Product's back view
<input type="checkbox"/>	產品標籤 Product's labelling	<input type="checkbox"/>	產品條碼 Product's bar code	<input type="checkbox"/>	其他(請註明) Other (Please specify) _____



註：如提供多過一張相片或掃描圖像，請複印本部以便把其餘相片或掃描圖像貼上，然後夾附在本申請書內。  
Note: If you provide more than one photo or scanned image, please reproduce this part for sticking of the remaining photo or scanned image and attach to this application form.

<b>戊部 Part E</b>		<b>產品分銷名單</b>	
		<b>List of Distribution of the Product</b>	
		(請在適當方格內填上「✓」號。)(Please tick the appropriate box.)	
<b>第</b> <b>Product No.</b> _____		<b>項產品</b> <b>Your Product Reference No.</b> _____ (if available)	
食物名稱 (中文或英文) Food name in Chinese or English _____ 淨重/淨體積/數量 Net Weight/Net Volume/Numerical Count _____			
	批發商/零售商 Distributor/Retailer	批發商/ 零售商名稱 Name of Distributor/ Retailer	批發商/零售商地址 Address of Distributor/Retailer
1	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
2	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
3	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
4	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
5	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
6	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
7	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		
8	<input type="checkbox"/> 批發商 Distributor <input type="checkbox"/> 零售商 Retailer		

註：如空位不敷應用，請複印本部以便填寫，然後夾附在本申請書內。  
 Note: If space is not sufficient, please reproduce this part for completion and attach to this application form.

**聲明**  
**DECLARATION**

本人 \_\_\_\_\_ (請以正楷填寫姓名) 香港身分證號碼 \_\_\_\_\_  
I, \_\_\_\_\_ (Name in Block Letters) (Hong Kong Identity Card No. \_\_\_\_\_ ( ))

現謹此作出以下聲明：  
hereby declare that:

- (a) 本人以個人名義／獲正式授權代表上述公司\*提出此項申請和作出聲明，並完全明白夾附的“用途聲明”。
- I, as an individual/am duly authorised and on behalf of the above-named company\*, make this application and declaration and fully understand the “Statement of Purpose” as attached.
- (b) 本申請書內的產品在標籤上或宣傳品中均沒有作出營養聲稱。
- No nutrition claim is made on the label of, or in any advertisement for the product(s) in this application.
- (c) 本人同意如本申請書內的產品獲授予營養標籤豁免，有關產品的資料可上載至食物安全中心網頁，以供公眾查閱。
- I agree to the uploading of the information of the product(s) in this application to the website of the Centre for Food Safety for information of the public, if the product(s) is/are granted with exemption from providing nutrition labelling.
- (d) 本人承諾如本申請書內的產品獲授予營養標籤豁免，會遵守所有豁免的條件和食物安全中心不時施加的條件。
- I undertake to comply with all conditions for exemption and also such conditions as the Centre for Food Safety may from time to time impose, if the product(s) in this application is/are granted with exemption from providing nutrition labelling.

申請人簽署  
Signature of applicant: \_\_\_\_\_

職銜 (如適用)  
Position held: \_\_\_\_\_  
(if applicable)

日期  
Date: \_\_\_\_\_

公司印章 (如適用)  
Company chop: \_\_\_\_\_  
(if applicable)

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

## 用途聲明 Statement of Purpose

(根據《個人資料(私隱)條例》作出)  
(向資料當事人展示或提供)  
(under the Personal Data (Privacy) Ordinance)  
(to be displayed or provided to data subjects)

### 收集資料的目的

#### Purpose of Collection

1. 你所提供的個人資料，會由食物環境衛生署(“本署”)食物安全中心用作處理有關產品根據《食物及藥物(成分組合及標籤)規例》(第 132W 章) 附表 6 第 2 部的小量豁免制度提出的營養標籤豁免授予／續期申請及用作執行該制度。個人資料的提供，純屬自願。如果你不提供充分的資料，我們未必能夠處理你的申請，或在有需要時提供協助。

The personal data are provided by individuals to the Centre for Food Safety, Food and Environmental Hygiene Department (“this Department”) for the purposes of processing of application for granting/renewal of exemption to the product concerned from providing nutrition labelling under the Small Volume Exemption Scheme and operating the Scheme according to Part 2 of Schedule 6 to the Food and Drugs (Composition and Labelling) Regulations, Cap. 132W. The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to process your application or provide assistance to you where appropriate.

### 接受轉介人的類別

#### Classes of Transferees

2. 你所提供的個人資料，主要由本署內部使用，但亦可能在有需要時因以上第 1 段所列目的向其他政府決策局和部門或有關方面(包括一般市民)披露。此外，資料只可於你同意作出該種披露或作出該種披露是《個人資料(私隱)條例》所允許的情況下，才向有關方面披露。

The personal data you provide are mainly for use within this Department but they may also be disclosed to other Government bureaux and departments or other parties (including the general public) for the purposes mentioned in paragraph 1 above. Apart from this, the personal data may only be disclosed to those parties where you have given prior consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

### 查閱個人資料

#### Access to Personal Data

3. 根據《個人資料(私隱)條例》第 18 條及 22 條以及附表 1 第 6 原則所述，你有權查閱及修正個人資料，包括有權取得個人資料。應查閱要求而提供資料時，可能要徵收費用。

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 to the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data. A fee may be imposed for complying with a data access request.

### 查詢

#### Enquiries

4. 有關所提供個人資料的查詢(包括要求查閱及修正資料)，請送交：

Enquiries concerning the personal data provided, including making requests for access and corrections, should be addressed to:

香港北角英皇道 121 號嘉信大廈地下及地庫  
食物環境衛生署食物安全中心  
食物標籤小組小量豁免辦事處  
高級衛生督察(食物標籤)  
電話號碼：3583 3653  
(辦公時間：星期一至星期五上午九時至下午六時)  
Senior Health Inspector (Food Labelling)  
Small Volume Exemption Office, Food Labelling Unit  
Centre for Food Safety, Food and Environmental Hygiene Department  
G/F and Basement, Carson Mansion, 121 King's Road, North Point, H.K.  
Tel. No. : 3583 3653  
(Office hours: Monday to Friday 9:00 a.m. to 6:00 p.m.)



**重要事項**

**Important Notes**

- (1) 在填寫本申請書前，請細閱《食物及藥物(成分組合及標籤)規例》(第 132W 章) 附表 6 第 2 部各項條文及《小量豁免申請指引》的資料。

You are advised to read the provisions in Part 2 of Schedule 6 to the Food and Drugs (Composition and Labelling) Regulations, Cap. 132W and the information in “Guide to Application for Small Volume Exemption” before completing this application form.

- (2) 你可在豁免的擬議生效日期前最多提前 6 個月遞交申請。你必須於豁免生效日期前繳付指定費用(見下文第(5)段)，以及相同版本食物在本港的每年銷售量於該日期前仍未超過 30,000 件的情況下，豁免才會獲得授予。

You can submit application in advance for at most 6 months before your proposed effective date of exemption. The exemption will only be granted subject to payment of the prescribed fee (see paragraph (5) below) before the effective date of the exemption and also on the condition that the annual sales volume of food of the same version in Hong Kong has not exceeded 30,000 units before the said date.

- (3) 本署會在接獲申請後 14 個工作天內告知申請結果。如申請成功，你須在豁免生效日期前繳付指定費用。在收到繳費後，本署會在 7 個工作天內向你發出註明豁免編號及豁免有效期的正式批准信。

You will be notified of the result of the application within 14 working days after receipt of your application. For successful application, you will be requested to pay the prescribed fee before the effective date of the exemption. Once payment is received, a formal approval letter with the exemption number and validity period of exemption will be issued within 7 working days.

- (4) 如食物環境衛生署署長已就相同版本的任何預先包裝食物授予豁免，你將獲告知相同版本食物在本港的大約每年銷售量(由該產品獲授予首項豁免當天起至本署接獲你的申請當天止)。如獲授予豁免，其有效期僅直至該產品獲授予的豁免中的首項屆滿日期為止，或直至每年銷售量超出 30,000 件為止，以較早的日期為準。請留意《食物及藥物(成分組合及標籤)規例》(第 132W 章)附表 6 第 2 部第 1(1)及 1(5)條。食物環境衛生署對豁免在上述情況下撤銷或失效所引致的任何損失或損害概不負責。

If exemption in respect of any prepackaged food of the same version has been granted by the Director of Food and Environmental Hygiene (“DFEH”), you will be notified of the approximate annual sales volume of food of the same version in Hong Kong up to the date of receipt of your application, counting from the date of the first exemption granted to the product. The exemption, if granted to you, would only be valid up to the expiry date of the first exemption granted in respect of the product or until the annual sales volume has exceeded 30,000 units, whichever is earlier. Your attention is drawn to Sections 1(1) and 1(5) of Part 2 of Schedule 6 to the Food and Drugs (Composition and Labelling) Regulations, Cap.132W. The Food and Environmental Hygiene Department is not responsible for any loss or damages as a result of the revocation or invalidity of the exemption in the aforesaid circumstances.

- (5) 《食物及藥物(成分組合及標籤)規例》(第 132W 章) 附表 6 第 2 部第 1(3)條中列明每項產品的豁免費用。在豁免的有效期內，無論該項豁免因任何理由(包括銷售量在授予豁免後的任何時間內超出豁免限額)遭食物環境衛生署署長撤銷，或由豁免享有人自願取消，已繳交的費用概不發還。

The fee for granting of the exemption for each product is prescribed in Section 1(3) in Part 2 of Schedule 6 to the Food and Drugs (Composition and Labelling) Regulations, Cap. 132W. The fee is non-refundable, regardless of whether the exemption is revoked by the DFEH due to any reasons including the sales volume exceeding the exemption limit at any time after granting of the exemption, or it is voluntarily cancelled by the grantee during its validity period.

- (6) 你必須遵守食物環境衛生署署長所施加的條件，才會獲得授予豁免。違反有關條件可能會令豁免遭撤銷。

The exemption is granted subject to your observance of the conditions imposed by the DFEH. Any breach of the conditions may lead to revocation of the exemption.

- (7) 如你在過去兩年曾未能遵守有關授予相同產品的豁免所施加的任何條件，又或相同版本食物在本港的每年銷售量於過去兩年的任何一年內曾超逾 30,000 件，此項申請可能會遭拒絕。

This application may be refused if you had failed to observe any condition imposed upon granting of exemption for the same product within the past two years, or if the annual sales volume of food of the same version in Hong Kong had exceeded 30,000 units in any one of the past two years.