

Appendix 5.1 –

Sample Statement to be Signed by RSS for Signifying Consent for the Consultant to Disclose Unsatisfactory/Poor Performance Reports and Records to the Government

Agreement No.: (Insert the Agreement Number)

Agreement Title: (Insert the Agreement Title)

To: (Insert the Consultant Name) (“the Company”)

I understand that for the purpose of ensuring the quality of site supervision and contract management of public works projects, the Company shall prepare and collect performance reports and records of the Resident Site Staff, in particular for unsatisfactory/poor performance reports and records whether due to sub-standard work, poor integrity, matters of conduct, or conviction record for offence* (hereinafter referred to as Poor Performance Records), and disclose the unsatisfactory/poor performance reports and Poor Performance Records to the Government of the Hong Kong Special Administrative Region (the “Government”).

I hereby give consent to the Company for disclosure of my personal data including but not limited to my name, identity card number (or passport number), and all of my unsatisfactory/poor performance reports and Poor Performance Records, to the Government for the above purpose and storage in the RSS Database maintained by the Government.

Name (of Resident Site Staff) : _____

Identity Card/Passport Number : _____
(first four digits)

Signature : _____

Date : _____

Note:

* Conviction records cover conviction for offence under the Crimes Ordinance (Cap. 200), the Prevention of Bribery Ordinance (Cap. 201) or the Theft Ordinance (Cap. 210), offence of conspiracy to defraud, or offence of misconduct in public office.