

「建造業輸入勞工計劃」

**Labour Importation Scheme for the Construction Sector**

**聲明及授權書**

**Declaration and Authorisation Form**

**注意 / Note :**

- (i) 本表格只供有意經「建造業輸入勞工計劃」(「建造業計劃」)前往香港特別行政區(香港特區)就業的輸入勞工填寫。

This form is **only** for the person who wishes to take up employment as an imported labour under the **Labour Importation Scheme for the Construction Sector** (“Construction Sector Scheme”) in the Hong Kong Special Administrative Region (HKSAR).

- (ii) 每名根據「建造業計劃」前往香港特區就業的輸入勞工必須填寫本表格，從而符合香港特區政府發展局(發展局)向有關申請僱主發出原則上獲批輸入勞工配額的條件，否則聘用有關輸入勞工的申請將不獲處理。

It is a condition of the agreement in principle to allocate importation quotas under the Construction Sector Scheme by the Development Bureau of the HKSAR Government (“Development Bureau”) to the applicant employer that each and every prospective imported labour under the Construction Sector Scheme must complete this form, otherwise the application for employing the imported labour in question will not be processed.

<b>I. 個人資料 Personal Particulars</b>			
姓名(中文)(如適用) Name in Chinese (if applicable)		香港特區身份證號碼(如有) HKSAR identity card no. (if any)	
姓(英文) Surname (English)		名(英文) Given name (English)	
中國內地／外國身份證號碼(如有) Chinese Mainland/Overseas identity card no. (if any)			簽發地點 Place of issue
旅行證件類別 Travel document type		旅行證件號碼 Travel document no.	
標準僱傭合約(DEVB-CSS-16)編號 Standard Employment Contract (DEVB-CSS-16_e) no.		CSS-	
「建造業計劃」申請編號 Construction Sector Scheme application no.	CSS	配額編號 Quota no.	CSS
安排本人赴香港特區工作的中國內地勞務企業*名稱及其蓋章^(只適用於中國內地居民) Name of the Chinese Mainland labour service enterprise* arranging me to work in the HKSAR and its company chop^ (only applicable to Chinese Mainland residents)	中國內地勞務企業名稱 Name of the Chinese Mainland labour service enterprise		中國內地勞務企業蓋章 Company chop of the Chinese Mainland labour service enterprise

\* 勞務企業是指已獲國家商務部批准並取得對香港特區勞務合作經營資格的企業，名單見國家商務部網頁：  
Labour service enterprises refer to enterprises approved by the Ministry of Commerce of the People's Republic of China and granted the permission to operate business on labour service cooperation with the HKSAR. The list of enterprises can be found at the website of the Ministry of Commerce of the People's Republic of China: [https://zsmcorp.mofcom.gov.cn/zsmbgacommon/zsmbga\\_innerCorp\\_hk\\_list](https://zsmcorp.mofcom.gov.cn/zsmbgacommon/zsmbga_innerCorp_hk_list)

^ 已填妥的表格須交予相關中國內地勞務企業蓋章確認。勞務企業可授權其香港持牌職業介紹所在此聲明書上蓋章，有關的職業介紹所名單見香港特區政府勞工處網頁：[https://www.labour.gov.hk/common/public/pdf/sld/ESLS\\_EA\\_List.pdf](https://www.labour.gov.hk/common/public/pdf/sld/ESLS_EA_List.pdf)  
The completed form should be passed to the relevant Chinese Mainland labour service enterprise for endorsement and stamping its company chop. Labour service enterprises may authorise their licensed employment agencies (EAs) in Hong Kong to stamp this form. The list of relevant EAs can be found at the below web page of the Labour Department Of the HKSAR Government: [https://www.labour.gov.hk/common/public/pdf/sld/ESLS\\_EA\\_List.pdf](https://www.labour.gov.hk/common/public/pdf/sld/ESLS_EA_List.pdf)

II. 聲明及授權 (請在適當方格內填上「✓」號)

Declaration & Authorisation (Please tick the relevant box as appropriate)

- ☐ 本人確認上述資料均正確無誤，並授權香港特區政府入境事務處（入境處）向發展局提供本人的出入境紀錄，以執行香港特區的相關勞工法例、「建造業計劃」及標準僱傭合約（DEVB-CSS-16）的條款及規定，保障我在香港特區受僱時的僱傭權益。  
I declare that the above information is true and correct, and authorise the disclosure of my arrival/departure records by the Immigration Department of the HKSAR Government (“Immigration Department”) to the Development Bureau for enforcement of the terms and conditions of the Construction Sector Scheme and the Standard Employment Contract (DEVB-CSS-16\_e) prescribed for the Construction Sector Scheme as well as the relevant labour laws of the HKSAR, with a view to protecting my employment rights and benefits when working in the HKSAR.
- ☐ 本人不同意入境處就上述目的向發展局提供本人的出入境紀錄。  
I do not consent to the disclosure of my arrival/departure records by the Immigration Department to the Development Bureau for the above-mentioned purpose.

日期 \_\_\_\_\_

簽署 \_\_\_\_\_

收集個人資料的目的 / Statement of purpose:

- (1) 為執行本表格第 II 部分所說明的目的，你於本表格內所提供的個人資料可能會轉交入境處以取得你的出入境紀錄。  
The personal data provided in this form may be disclosed to the Immigration Department for obtaining your arrival/departure records for the purpose as explained in Part II of this form.
- (2) 在本表格內的個人資料是自願提供的。但是，假如你不填寫本表格，你的未來僱主將未能符合在「建造業計劃」下原則上獲批輸入勞工配額的條件。  
The provision of personal data by means of this form is voluntary. However, if you do not complete this form, the condition of the agreement in principle to allocate importation quotas under the Construction Sector Scheme to your prospective employer will not be satisfied.
- (3) 根據《個人資料（私隱）條例》（香港法例第 486 章）第 18 及 22 條以及附表 1 第 6 原則，你有權要求查閱及改正你的個人資料。你的查閱權利包括在繳交有關費用後，索取你在本表格內所提供的個人資料的副本。  
You have a right to request access to and correction of your personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Chapter 486) of the HKSAR. Your right of access includes the right to obtain a copy of your personal data provided in this form subject to payment of a fee.
- (4) 有關查詢表格內的個人資料，包括查閱及改正，可向下列人員提出：  
香港添馬添美道 2 號政府總部西翼 18 樓  
發展局(工務科)  
公開資料主任  
電話：(852) 3509 8801  
Enquiries concerning the personal data collected by means of this form, including making of access and corrections, should be addressed to:  
Access to Information Officer  
Works Branch, Development Bureau,  
18/F, West Wing, Central Government Offices  
2 Tim Mei Avenue, Tamar, Hong Kong  
Telephone number: (852) 3509 8801