

**OZONE LAYER PROTECTION ORDINANCE
REGISTRATION FORM**

**保護臭氧層條例
註冊表格**

PART 1 : COMPANY PARTICULARS

第一部分：公司細則

Company Name 公司名稱	English 英文		Registration No. 註冊編號
	Chinese 中文		Business Registration No. 商業登記號碼
Correspondence Address 通訊地址			
Office Address 辦公地址		Fax : 傳真	Tel. : 電話
Factory Address 工廠地址		Fax : 傳真	Tel. : 電話

PART 2 : AUTHORIZED SIGNATURES AND SPECIMEN OF COMPANY CHOPS

第二部分：授權人簽名及公司印鑑樣本

Only the officials whose names appear in Part 2 of this form are authorized by my company to sign import or export licence applications, transfer of quota applications or any other document relating to the control of scheduled substances administered by the Director of Environmental Protection.
本公司祇授權列於本表格第二部分內的職員簽署進口或出口許可證申請書，轉讓配額申請書，或其他有關環境保護署署長實施管制受管制物質的文件。

Name in full and in block letters 姓名用正楷填寫	Position 職位	Specimen Signature 簽名樣本	Restrictions (*) if any 如有限制(*)請列明
1.			
2.			
3.			
4.			

Remarks (e.g. joint-signature requirements), if any 備註(例如聯名簽署的條件)

Specimen of all chops and seals used in the above documents including amendment chops.
用於上述文件的印鑑、圖章、包括修改印章的樣本。

PART 3 : UNDERTAKING

第三部分：保證書

I, _____ on behalf of my company, declare that to the best of my knowledge and belief, the information given above is true and undertake to inform the Environmental Protection Department in writing immediately of any change regarding the particulars mentioned above.

本人 _____ 代表本公司聲明上述資料全屬正確。倘以上資料有任何變更，本人保證立刻以書面通知環境保護署。

Position 職位： _____

Date 日期： _____ Signature (#) 簽名： _____

(*) Please enter the types of applications [(e.g. L (import or export licence), T (transfer of quota) etc.)] which the signatory is not authorized to sign on behalf of the company, if any.
如有限制，請列明簽署人不得代表該商號簽署的申書種類[例如 L(進口或出口許可證)，T(轉讓配額)等]。

(#) The Signatory should be 簽署人應為：

- | | |
|--|--|
| (a) sole proprietorship : the proprietor. | (甲) 獨資公司：東主 |
| (b) partnership : one of the partners. | (乙) 合資公司：合夥人之一 |
| (c) limited company : a director or a responsible person authorized by the board of directors, in which case documentary evidence in support of his/her directorship of his/her authorized status is required. | (丙) 有限公司：董事或經董事局授權的主理人，在此情況下，須具備證明該簽署人身份的文件。 |

IMPORTANT NOTE **重要說明**

Personal Data in Applications for Registration/ Renewal of Registration under Section 5 of the Ozone Layer Protection Ordinance (Cap. 403)

有關根據《保護臭氧層條例》（第 403 章）第 5 條 申請註冊／續辦註冊遞交的個人資料

The Trade and Industry Department is committed to ensuring that all personal data provided under applications for registration under Section 5 of the Ozone Layer Protection Ordinance (the Ordinance) are handled in accordance with the relevant provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

工業貿易署會確保根據《保護臭氧層條例》第 5 條申請註冊所遞交的所有個人資料，均按照《個人資料（私隱）條例》（第 486 章）的有關條文處理。

Purpose of Collection of Personal Data

收集個人資料的用途

The personal data required on the application form may include the name, address, telephone numbers, fax number of the company/ registered business, signature of the authorized signatory or responsible person and the director list of the company which may show the names, home addresses, nationalities, and HKID card and passport numbers of the directors, etc. The personal data provided will be used for consideration and other actions relating to the registration under Section 5 of the Ordinance. Incomplete or inaccurate information provided in the application may affect the consideration of the application, and may result in its being deferred or rejected, and/ or other administrative/ legal action being taken against the parties concerned.

申請表格上所須提供的個人資料，可包括：公司／已註冊業務的名稱、地址、電話號碼、傳真號碼及獲授權簽署人或負責人員的簽署及可能載有有關公司董事姓名、住址、國籍、香港身份證及護照號碼的董事名單等。此等個人資料將用於考慮根據《保護臭氧層條例》第 5 條註冊的申請及作其他有關用途。在有關的申請書內提供不完備或不正確的資料，會影響本署對有關申請的考慮，並可能引致申請遭延遲處理或拒絕受理，以及／或導致本署對有關人士採取其他行政制裁／法律行動。

Transfer of Personal Data

轉移個人資料

The data collected in the applications will be kept in confidence. They may however be disclosed to other government departments, or to third parties in Hong Kong or elsewhere, if such disclosure is necessary to facilitate consideration of the application; is in the interests of the trade in Hong Kong; is authorized or required by the law; or if explicit consent to such disclosure is given by the applicant/ data subject.

本署會對有關申請表格內的個人資料嚴格保密。然而，本署或會將該等資料向政府其他部門，或向在香港或其他地方的第三者披露，此等情況包括：本署認為需要披露該等資料，以便考慮有關申請；為了維護本港的貿易利益；根據法律授權或規定；或已獲有關申請人／資料當事人明確同意披露該等資料。

Rights of Access to and Correction of Personal Data

查閱及更正個人資料的權利

Applicants/ data subjects whose personal data are collected by the Department may request access to them under the Personal Data (Privacy) Ordinance. A charge will be made to cover the cost of photocopying the data supplied. In addition, if the data subject considers that the data supplied to the Trade and Industry Department are inaccurate, a request for correction of the personal data may be made in writing after a data access request has been complied with. The data subject should also note that, in connection with applications for registration under Section 5 of the Ordinance, the applicant/ data subject making false declaration or furnishing false or misleading information shall be guilty of an offence.

本署存有其個人資料的申請人／資料當事人，可根據《個人資料（私隱）條例》向本署要求查閱其個人資料。本署所提供的個人資料，須收取影印費用。此外，倘資料當事人認為提供予工業貿易署的資料不準確時，則可在查閱資料後，再書面提出更正個人資料的要求。資料當事人亦須注意，倘申請人／資料當事人根據《保護臭氧層條例》第 5 條申請註冊時作出虛假聲明或提供虛假或誤導性資料，即屬違法。

Contact Person

聯絡人員

Requests for access to personal data provided under applications for registration under Section 5 of the Ordinance should be made in writing on the Data Access Request Form (No. OPS003 issued by the Privacy Commissioner), which is available at the Information Counter on G/F of the Trade and Industry Department and at the Trade and Industry Department Homepage, to the officer-in-charge of the Non-Textiles Licensing Unit, 1/F, Trade and Industry Department Tower, 700 Nathan Road, Kowloon (Tel. No.: 2398 5560).

查閱根據《保護臭氧層條例》第 5 條申請註冊所遞交的個人資料的人士，可前往本署地下詢問處索取由私隱專員發出的查閱資料要求表格（表格 OPS003），或從本署網頁下載該表格，填妥後交給九龍彌敦道 700 號工業貿易署大樓 1 樓非紡織品簽證分組主管人員（電話：2398 5560）。

Registration under the Ozone Layer Protection Ordinance

Conditions of Registration

1. This registration is only valid so long as the registrant bona fide intends to import or export scheduled substances and has been granted a licence under Section 6 of the Ozone Layer Protection Ordinance (Cap.403)(the Ordinance).
2. Any consignment of scheduled substances entering or leaving Hong Kong Special Administrative Region must not cause Hong Kong Special Administrative Region to violate its obligations under the Montreal Protocol.
3. Without prejudice to condition (2), any consignment of scheduled substances entering or leaving Hong Kong Special Administrative Region must not be from/to a country that is not a party to the Montreal Protocol unless the country is determined by a meeting of the Parties to be in full compliance with Articles 2, 2A to 2I and 4 and has submitted data to that effect as specified in Article 7 of the Protocol. For imports into Hong Kong Special Administrative Region, it must not be exported by an exporter who is located in a country that is not a party to the Montreal Protocol unless the country is determined by a meeting of the Parties to be in full compliance with Articles 2, 2A to 2I and 4 and has submitted data to that effect as specified in Article 7 of the Protocol.
4. A licence must be obtained for each import or export of the scheduled substances in accordance with the provisions of the Ordinance.
5. The registrant must fully comply with the conditions stipulated in the licence.
6. The registrant must maintain accurate and up-to-date books and records on all of the scheduled substances handled by him.
7. The registrant shall allow authorized officers of the Environmental Protection Department and Customs and Excise Department to inspect his premises, the storage premises, the scheduled substances and any books, records and documents relating to the scheduled substances whenever required.
8. The registrant shall advise the Director of Environmental Protection and Director-General of Trade and Industry immediately of any change in any of the particulars provided in his registration form.
9. The registrant, if a quota holder, must fully comply with the conditions of offer and the conditions of utilization attached to the quota allocation and any other conditions as the Director of Environmental Protection may specify under the quota system implemented administratively by the said Director.

Important Warning

Contravention of any condition of registration under the Ozone Layer Protection Ordinance is an offence punishable by a fine of \$25,000.

根據《保護臭氧層條例》註冊

註冊條件

- 一、 註冊只有效於註冊人在依據《保護臭氧層條例》(第 403 章) (以下簡稱此條例) 第六條的條文獲發許可證而真正有意輸入或輸出受管制物質。
- 二、 任何進口香港特別行政區或由香港特別行政區出口的受管制物質，不可導致香港特別行政區違背根據《蒙特利爾議定書》而承擔的責任。
- 三、 在不損害第二條註冊條件的原則下，任何進口香港特別行政區或由香港特別行政區出口的受管制物質，不可來自/運往《蒙特利爾議定書》的非締約國，除非經締約國開會議決，認為該國已完全遵守議定書第 2、2A 至 2I 及第 4 條並已依照第 7 條內所載規定，將有關資料呈報。至於進口香港特別行政區的受管制物質，不可輸出自《蒙特利爾議定書》的非締約國出口商，除非經締約國開會議決，認為該國已完全遵守議定書第 2、2A 至 2I 及第 4 條並已依照第 7 條內所載規定，將有關資料呈報。
- 四、 每次進出口受管制物質均須依據此條例的條文，申領有關的許可證。
- 五、 註冊人須完全履行有關的許可證內所載條件。
- 六、 註冊人須將經其處理的受管制物質，保持準確及最新的帳簿和記錄。
- 七、 註冊人須容許獲環境保護署及香港海關授權的人員在有需要時，巡查其與受管制物質有關的樓宇、貨倉、受管制物質、帳簿及記錄。
- 八、 如註冊表格內所載資料有變更時，註冊人須立即知會環境保護署署長及工業貿易署署長。
- 九、 註冊人如屬配額持有人，須完全履行配額分配的附帶條件與使用條件，及環境保護署署長根據其負責執行的配額分配制度而釐訂的條件。

重要警告

觸犯《保護臭氧層條例》內所載的註冊條件，即屬違法，可處罰款港幣二萬五千元。