

IMPORTANT NOTE

Personal Information Collected in Applications of Textiles Trader Registration and Factory Registration

The Trade and Industry Department is committed to ensuring that all personal data provided under the applications of Textiles Trader Registration and Factory Registration are handled in accordance with the relevant provisions of the Personal Data (Privacy) Ordinance.

Purpose of Collection of Personal Data

Personal data provided in connection with your applications may include the name, address of company, telephone number, and signature of the authorized signatory or responsible person, etc. The data will be used by Trade and Industry Department for considering and processing the applications, checking compliance with various legal and administrative regulations, and for other related purposes. Incomplete or inaccurate information provided in the applications may affect the consideration and processing of the applications, and may result in their being deferred or rejected, and/or other administrative/legal action being taken against the parties concerned.

Transfer of Personal Data

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 or processing 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.

Rights of Access to and Correction of Personal Data

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 Trade and Industry Department is 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 export/import licences, Certificate of Origin and textiles notifications under the Import and Export Ordinance, an applicant/data subject making false declaration or furnishing false or misleading information shall be guilty of an offence.

Contact Persons

Requests for access to personal data provided under the above registrations 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 (<http://www.tid.gov.hk/english/aboutus/form/publicform/others/index.html>), to the subject officer of Central Registration Office at Room 106, 1/F., Trade and Industry Department Tower, 700 Nathan Road, Kowloon. The subject officer can be reached at telephone number 2398 5443.