

僅供部門填寫
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表格 RFE/G03
《消防（註冊消防工程師）規例》（第 95H 章）
利益衝突申報書

FORM RFE/G03
FIRE SERVICES (REGISTERED FIRE ENGINEERS) REGULATION (CAP. 95H)
DECLARATION OF CONFLICT OF INTEREST

申報人須知
Notes for Declarant

- (1) 本表格是《消防（註冊消防工程師）規例》（第 95H 章）第 90 條下指明格式的表格。
This form is the specified form under Section 90 of the Fire Services (Registered Fire Engineers) Regulation (Cap. 95H).
- (2) 本表格僅供相關註冊消防工程師根據《註冊消防工程師實務守則》的要求，就任何利益衝突作申報。
This form is for use solely by the relevant Registered Fire Engineer(s) (“RFEs”) to declare any conflict of interest in accordance with the requirements of the *Code of Practice for Registered Fire Engineers*.
- (3) 註冊消防工程師在填寫本申報書前，應先細閱附連的「表格 RFE/G03 備註」和「個人資料收集聲明書」。
The RFE should read carefully the “Notes to Form RFE/G03” and “Personal Information Collection Statement” attached before completing this Declaration.
- (4) 如表格空位不敷填寫，請另頁詳列有關資料，並隨本申報書一併提交。
In case of insufficient space in the form, please provide the information on a supplementary sheet which is to be submitted together with this Declaration.
- (5) 請以**正楷**填妥表格所有有關欄目，並在表格上**簽署**。
Please complete all relevant sections of this form in BLOCK letters and SIGN the form.

(A) 獲委任註冊消防工程師的資料**Particulars of the RFE appointed**

姓名 (中文)

Name in Chinese

姓名 (英文)

Name in English

- 註冊消防工程師 (風險評估)
Registered Fire Engineer (Risk Assessment)
註冊編號：
Registration No.: _____
- 註冊消防工程師 (消防裝置)
Registered Fire Engineer (Fire Service Installation)
註冊編號：
Registration No.: _____
- 註冊消防工程師 (通風系統)
Registered Fire Engineer (Ventilating System)
註冊編號：
Registration No.: _____

(B) 申報利益衝突**Declaration of Conflict of Interest**

本申報就下列牌照申請而作出。

This declaration is for the following licence application.

表列處所地址 Address of the Scheduled Premises

發牌當局檔號 (如有) Licensing Authority File No. (if any)

消防處檔號 (如有) FSD Ref. No. (if any)

委任範疇

Scope(s) of Appointment:

 風險評估
Risk Assessment (RA) 消防裝置
Fire Service Installation (FSI) 通風系統
Ventilating System (VS)

- 在是次牌照申請的工作中，本人確認沒有任何實際、潛在或觀感上的利益衝突，並承諾日後如出現有利益衝突的情況會立即申報。

In discharging my duties for this licence application, I confirm that I have no actual, potential or perceived conflict of interest, and I undertake to make an immediate declaration should any such conflict arise in the future.

- 本人在是次牌照申請的工作中遇到潛在利益衝突情況，現申報如下：
I hereby declare the following potential conflict of interest situation in discharging my duties for this licence application:

- (1) 本人同時是同一牌照申請中其他類別的註冊消防工程師。
I am concurrently serving as the RFE of another class(es) for the same licence application.

- (2) 本人與同一牌照申請中其他類別的註冊消防工程師受僱於同一僱主。
(請註明所涉的其他類別：_____)
I am employed by the same employer as the RFE(s) of other class(es) in the same licence application. (Please specify the other class: _____)

- (3) 本人是同一牌照申請中的處所申請人。
I am the applicant for the premises under the same licence application.

Please tick as appropriate 請在適當的空格內加上「✓」號

<input type="checkbox"/>	<p>(4) 本人與該處所牌照申請人有任何關係，包括但不限於直系親屬¹、家庭關係、業務聯繫、受僱於同一僱主，或其他聯繫如私人關係等。</p> <p>I have any relationship with the applicant of the premises licence, including but not limited to direct relative¹, family ties, business associations, being employed by the same employer or other connections such as personal relationships, etc.</p> <p>¹「直系親屬」指： “Direct relative” means –</p> <p>(a) 有關註冊消防工程師是牌照申請人的配偶； The declaring RFE is the licence applicant’s spouse;</p> <p>(b) 有關註冊消防工程師是牌照申請人的兄弟或姊妹，或牌照申請人兄弟或姊妹的配偶； The declaring RFE is the licence applicant’s brother or sister, or the spouse of the licence applicant’s brother or sister;</p> <p>(c) 有關註冊消防工程師是牌照申請人配偶的兄弟或姊妹，或牌照申請人配偶的兄弟或姊妹的配偶； The declaring RFE is a brother or sister of the licence applicant’s spouse, or the spouse of a brother or sister of the licence applicant’s spouse;</p> <p>(d) 有關註冊消防工程師是牌照申請人的子女、牌照申請人配偶的子女、牌照申請人子女的配偶，或牌照申請人配偶的子女的配偶； The declaring RFE is a child of the licence applicant, a child of the licence applicant’s spouse, the spouse of a child of the licence applicant, or the spouse of a child of the licence applicant’s spouse;</p> <p>(e) 有關註冊消防工程師是牌照申請人兄弟或姊妹的子女；或 The declaring RFE is a child of the licence applicant’s brother or sister; or</p> <p>(f) 有關註冊消防工程師是牌照申請人配偶的兄弟或姊妹的子女。 The declaring RFE is a child of a brother or sister of the licence applicant’s spouse.</p>
<input type="checkbox"/>	<p>(5) 本人與同一牌照申請的處所／業務有任何投資、股份、擁有權或其他業務關係。</p> <p>I have any investments, shares, ownership or other business relationship with the premises/business of the same licence application.</p>
<input type="checkbox"/>	<p>(6) 本人曾受僱於消防處。</p> <p>I have previously been employed by the Fire Services Department.</p>
<input type="checkbox"/>	<p>(7) 其他（請註明）： Others (please specify):</p>

請在適當的空格內加上「✓」號 Please tick as appropriate

本人聲明在此「利益衝突申報書」填寫的一切資料、陳述及附上的文件全屬真確無訛。警告：如就此聲明書作出虛假陳述或失實資料，即屬違法。本人亦已閱讀及同意夾附於本表格的「個人資料收集聲明書」。

I declare that all particulars, statements and documents submitted herein and with this Declaration of Conflict of Interest are true and correct. Warning: It is an offence in law to furnish any false statement or information related to this Declaration of Conflict of Interest. I also confirm that I have read and agreed to the “Personal Information Collection Statement” attached to this form.

註冊消防工程師簽署
Signature of the RFE

日期
Date

日 Day 月 Month 年 Year

表格 RFE/G03 備註 / NOTES TO FORM RFE/G03

1. 註冊消防工程師在以下情況不得執行《消防（註冊消防工程師）規例》（第95H章）第27、28或29條訂明的職責：
RFE must not carry out duties under Sections 27, 28 or 29 of the Fire Services (Registered Fire Engineers) Regulation (Cap. 95H) in the following circumstances when he/she:
- (i) 在同一指明申請中，他／她是負責為處所安裝消防裝置或設備／通風系統的註冊消防裝置承辦商或註冊專門承建商（通風系統工程類別）／通風系統承辦商；
is the Registered Fire Service Installation Contractor (“RFSIC”) or Registered Specialist Contractor (Ventilation Works Category)(“RSC(V)”) / Ventilating System (“VS”) contractor responsible for installing the Fire Service Installation or Equipment (“FSI”) / VS in or for the premises under the same specified application;
 - (ii) 在同一指明申請中，他／她是負責在或為處所安裝消防裝置或設備的註冊消防裝置承辦商的東主、股東、董事、合夥人或僱員；
is a proprietor, shareholder, director, partner or an employee of the RFSIC responsible for installing the FSI in or for the premises under the same specified application;
 - (iii) 在同一指明申請中，他／她是參與在或為處所安裝通風系統的註冊專門承建商（通風系統工程類別）／通風系統承辦商的東主、股東、董事、合夥人或僱員；
is a proprietor, shareholder, director, partner or an employee of the RSC(V)/VS contractor involved in installing the VS in or for the premises under the same specified application;
 - (iv) 在同一指明申請中，他／她與負責安裝消防裝置或設備／通風系統的註冊消防裝置承辦商和註冊專門承建商（通風系統工程類別）／通風系統承辦商有任何直接或間接的財務利益，例如投資、股份、家族業務擁有權、合夥或其他業務關係等。
has any direct or indirect financial interest, such as investments, shares, ownership in family-run businesses, or partnerships or other business relationships, etc. in relation to the RFSIC and RSC(V)/VS contractor responsible for installing the FSI/VS in or for the premises under the same specified application.

2. 委任範疇為**風險評估**或**消防裝置**的申報書的遞交方式：
本表格連同有關文件（如有）應經**電郵、郵寄、傳真或親身**送交至在申請中表列處所所屬地區的消防處牌照課辦事處。牌照課辦事處的資料如下：

Submission method for Declaration(s) in respect of the Scope of Appointment for **RA** or **FSI**:
This form together with relevant documents (if any) should be submitted **by email, post, fax or in person** to the respective Licensing Offices of the Fire Services Department (FSD) according to the district where the scheduled premises under application is located. Details of the Licensing Offices are as follows:

在申請中表列處所的所屬地區 District where scheduled premises under application is located	牌照課辦事處地址 Address of Licensing Office	電郵地址、傳真號碼及查詢電話 Email address, Fax no. & Tel no.
中西區、東區、南區、灣仔、離島（愉景灣、馬灣、竹篙灣除外） Central and Western, Eastern, Southern, Wan Chai, Islands (Except Discovery Bay, Ma Wan and Penny's Bay)	港島牌照辦事處 地址：香港上環西消防街2號上環消防局閣樓 Hong Kong Licensing Office Address: M/F, Sheung Wan Fire Station, 2 Western Fire Services Street, Sheung Wan, Hong Kong	電郵地址 Email address: rfe_h_lic_1@hkfsd.gov.hk 傳真號碼 Fax no.: 2559 3461 查詢電話 Enquiry Telephone no.: 2549 8104
深水埗、油尖旺、離島（愉景灣、馬灣、竹篙灣） Sham Shui Po, Yau Tsim Mong, Islands (Discovery Bay, Ma Wan and Penny's Bay)	西九龍牌照辦事處 地址：新界葵涌興盛路86號消防處葵涌辦公大樓4樓 Kowloon West Licensing Office Address: 4/F, Fire Services Department Kwai Chung Office Building, 86 Hing Shing Road, Kwai Chung, New Territories	電郵地址 Email address: rfe_nt_k_lic@hkfsd.gov.hk 傳真號碼 Fax no.: 2722 5256 查詢電話 Enquiry Telephone no.: 3423 9302

九龍城、觀塘、黃大仙、西貢、沙田 Kowloon City, Kwun Tong, Wong Tai Sin, Sai Kung, Sha Tin	東九龍牌照辦事處 地址：新界葵涌興盛路86號消防處葵涌辦公大樓4樓 Kowloon East Licensing Office Address: 4/F, Fire Services Department Kwai Chung Office Building, 86 Hing Shing Road, Kwai Chung, New Territories	電郵地址 Email address: rfe_nt_k_lic@hkfsd.gov.hk 傳真號碼 Fax no.: 2722 5256
葵青、北區、大埔、荃灣、屯門、元朗 Kwai Tsing, North, Tai Po, Tsuen Wan, Tuen Mun, Yuen Long	新界牌照辦事處 地址：新界葵涌興盛路86號消防處葵涌辦公大樓4樓 New Territories Licensing Office Address: 4/F, Fire Services Department Kwai Chung Office Building, 86 Hing Shing Road, Kwai Chung, New Territories	查詢電話 Enquiry Telephone no.: 3423 9302

3. 委任範疇為**通風系統**的申報書的**遞交方式**：

本表格連同有關文件（如有）應經**電郵、郵寄、傳真或親身**送交至消防處通風系統組辦事處。通風系統組的資料如下：

Submission method for Declaration(s) in respect of the Scope of Appointment for **VS**:

This form together with relevant documents (if any) should be submitted **by email, post, fax or in person** to the Ventilating Systems Group of the FSD. Details of the Ventilating Systems Group are as follows:

在申請中表列處所的所屬地區 District where scheduled premises under application is located	通風系統組地址 Address of Ventilating Systems Group	電郵地址、傳真號碼及查詢電話 Email address, Fax no. & Tel no.
全港各區 All districts of Hong Kong	通風系統組 地址：香港灣仔告士打道 5 號稅務大樓 35 樓 Ventilating Systems Group Address: 35/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong.	電郵地址 Email address: fsvs@hkfsd.gov.hk 傳真號碼 Fax no.: 2382 2495 查詢電話 Enquiry Telephone no.: 2718 7567

4. 為免延誤處理你的申請，請在向發牌當局遞交牌照申請後，盡快以上述第2及3段所列方式提交本表格。消防處各組別專責處理不同地區／範疇的牌照申請，申請人應直接向相關組別提交申請，否則本處可能需要額外時間把文件傳遞至所屬組別辦事處處理。

To avoid any delays in processing your application, you are advised to submit this form using the methods aforementioned in paragraphs 2 and 3 at your earliest convenience after the submission of licence application to the Licensing Authority. Different groups of the FSD are respectively responsible for handling licence applications from different districts and scopes. Applicants should submit their applications directly to the relevant group; otherwise, additional time may be required to forward the documents to the appropriate group for processing.

5. 本表格內如有資料不全或錯漏，消防處處長可要求有關人士提供補充資料以符合本表格所有項目的要求或重新提交本表格。

If incomplete or erroneous information is provided in this form, the Director of Fire Services may request the person concerned to submit relevant supplementary information to satisfy the requirements of all the items in this form or re-submit this form.

個人資料收集聲明書 / PERSONAL INFORMATION COLLECTION STATEMENT

收集個人資料的目的 Purpose of Personal Data Collection

1. 在本表格所提供的個人資料，政府會用於下列目的：

The personal data provided by means of this form will be used by the Government for the following purposes :

- (a) 進行與處理在本表格所作呈交有關的工作；
activities relating to the processing of the submission in this form;
- (b) 進行與《消防（註冊消防工程師）規例》所訂明規定有關的工作；以及
activities relating to requirements stipulated in the Fire Services (Registered Fire Engineers) Regulation; and
- (c) 方便政府與你通訊。
facilitating communication between Government and yourself.

2. 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，可能導致處理你所呈交的文件時出現延誤，或甚至導致無法處理你的申請。

It is obligatory for you to provide the information as required in the form. If you fail to provide the required data, delay may be caused in processing of your submission or even result in rejection of the application.

獲轉交資料的部門／人士 Classes of Transferees

3. 本處可能會向其他政府部門、決策局、機構或任何人士披露你透過本表格所提供的個人資料，以作上述第 1 段所列的用途。

The personal data you provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

查閱個人資料 Access to Personal Data

4. 根據《個人資料（私隱）條例》，你有權查閱及改正所提交的個人資料。消防處有權就有關資料索閱的要求收取合理費用。如要求查閱及改正你的個人資料，請與註冊消防工程師計劃策劃及籌備委員會聯絡。

You have the right of access and correction with respect to the personal data as provided under the Personal Data (Privacy) Ordinance. The Fire Services Department has the right to charge a reasonable fee for the processing of any data access request. Request for personal data access and correction should be addressed to RFE Scheme Planning and Organizing Committee of Fire Services Department.