

Receipt No.: 

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注意：(i) 填寫此表格前請參閱背頁的「表格八 A 備註」  
 Note: (i) Before you complete this form, please read carefully the notes on "NOTES TO FORM 8(A)" overleaf.

**申請人資歷及經驗(請參閱背頁備註 3)**  
**Qualification and Experience of Applicant (see note 3 overleaf)**

(1) 有關的資歷及訓練，包括特殊訓練及學徒訓練。  
 Relevant qualifications and training, including special training and apprenticeship.

(a) 學歷 Academic Qualification:


(b) 訓練/學徒訓練/特殊訓練課程 Training/Apprenticeship/Special Training Courses:


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(2) 實際電力工程經驗(請參閱背頁備註 3 及 4)  
 Practical Experience in Electrical Work (see notes 3 & 4 overleaf)

公司名稱 Name of Company (註冊電業承辦商編號) (REC. No.)	期間(月/年) (按日期先後順序列出) Period (month/year) (in chronological order)		年數 Number of Years	從事之工程類別 (例如：設計、裝置、維修等) Type of Work Done (e.g. Design, Installation, Maintenance, etc.)	曾處理固定裝置的最高電流量 (例如：400A/380V, 200A/11KV) Maximum Capacity of Fixed Installations Handled (e.g. 400A/380V, 200A/11KV)
	由 From	至 To			

此欄不用填寫 Official use only

Registered Grade

Grade Apply	Qual.	Train.	Total Exp.	Prac. Exp.	Qual/Hold Gd A		Qual/Hold Gd B		Qual/Hold Gd C		Regulation	Recommendation	
					Mon/Yr	Years	Mon/Yr	Years	Mon/Yr	Years		Gd.	P.W.
											Final Grade		

## 表格八(A)備註

### 新申請註冊為電業工程人員/更改電力工程級別申請表格

1. 除已註冊電業工程人員申請續期外，所有其他類別的申請必須填寫此表格(表格八(A))，並且連同已填妥的表格八遞交。
2. 申請人應在櫃臺出示香港身份證/旅遊證件的正本，以供查閱。正本查閱後即時交回申請人。
3. 申請人應填報所有與本申請有關的學歷、訓練/學徒訓練及電力工程方面的工作經驗及呈交其證明文件的正本及影印本。請參閱夾附的「各級電業工程人員註冊資格」。所有證明文件的正本經核對後將立即在櫃臺退還給申請人。若申請表不敷填報，請另加活頁附於本表格。
4. 「電力工程」、「電力工作」指與低壓或高壓固定電力裝置的安裝、校驗、檢查、測試、維修、改裝或修理有關的工程或工作，包括監督工程、簽發工程證明書、簽發電力裝置設計證明書。固定電力裝置的例子為固定裝設在樓宇內的配电箱、線路裝置、照明裝置等。從事非固定電力裝置工作的人士，則無須申請註冊。非固定電力裝置的例子為：可移動的家用電器，例如，枱燈、電視機、雪櫃等。因此從事這類電力裝置工作的人士不應申請註冊，所繳申請費用不會獲發還。
5. 電業工程人員註冊資格  
關於申請電力工程級別所需資格，請參閱夾附的「各級電業工程人員註冊資格」。
6. H 級證明書申請人亦可同時申請下列其中一項的額外准許之工程，惟申請人須具有夾附的「各級電業工程人員註冊資格」所載的適當資格：
  - (a) B 級電力工程；或
  - (b) C 級電力工程

} (詳情參閱「表格八備註 2」)
7. 申請可經由電子方式遞交，詳情請瀏覽 <http://www.emsd.gov.hk>

### Notes to Form 8(A)

#### NEW/CHANGE OF GRADE OF ELECTRICAL WORK APPLICATION FOR ELECTRICAL WORKER REGISTRATION

1. Except for application for renewal of registration as a registered electrical worker, applicants for all other types of applications should complete this form (Form 8(A)) and submit together with the completed Form 8.
2. The applicant should produce his original Hong Kong Identity Card/travel document for checking at the counter. The originals will be immediately returned to the applicant after checking.
3. The applicant should provide all academic qualification, training/apprenticeship and working experience in the field of electrical engineering that are relevant to this application and submit the originals and photocopies of the documentary proofs. All originals will be returned to the applicant immediately after checking at the counter. Please see the "QUALIFICATION REQUIREMENTS FOR REGISTRATION AS ELECTRICAL WORKERS FOR DIFFERENT GRADES OR ELECTRICAL WORK" on the attached pages. (If more space is needed, please use separate sheets and attach them to this form.)
4. Electrical Work means work in relation to the installation, commissioning, inspection, testing, maintenance, modification or repair of a low voltage or high voltage fixed electrical installation and includes the supervision and certification of that work and the certification of design of that installation. Examples of fixed electrical installations are distribution boards, wiring installations, lighting fittings etc., that are fixed in buildings and premises. However, persons who are engaged in work on electrical installations other than fixed electrical installations need not be registered. Examples of electrical installations other than fixed electrical installations are portable electrical home appliances such as table lamps, television sets, refrigerators, etc. Therefore, those persons who are engaged in work on such electrical installations should not apply for registration and the application fees are not refundable.
5. For qualification requirements for registration as electrical workers, please see the "QUALIFICATION REQUIREMENTS FOR REGISTRATION AS ELECTRICAL WORKERS FOR DIFFERENT GRADES OF ELECTRICAL WORK" on the attached pages.
6. For applicant applying for Grade H certificate, he may also apply for one of the following additional permitted work provided he has the required qualifications as listed in the attached pages for the "QUALIFICATION REQUIREMENTS FOR REGISTRATION AS ELECTRICAL WORKERS FOR DIFFERENT GRADES OR ELECTRICAL WORK".
  - (a) Grade B electrical work; or
  - (b) Grade C electrical work

} (For details of these electrical works, please see note 2 of "NOTE FOR FORM 8")
7. Application may be submitted electronically. For details, please refer to <http://www.emsd.gov.hk>

## 各級電業工程人員註冊資格

### A 級電力工程

任何人如獲機電工程署署長信納具備下列各段(即(a)、(b)或(c)段)之中任何一段所述資歷和經驗，便有資格註冊以從事 A 級電力工程—

- (a) (i) 已完成一項根據《學徒條例》(第 47 章)登記的電器安裝工匠或電業工匠行業的工藝學徒訓練合約；及
- (ii) 持有由工業學院頒發的電機工程工藝證書；及
- (iii) 具有最少 1 年的電力工作實際經驗。
- (b) 曾受僱為電業工程人員最少 5 年，其中最少 1 年包括電力工作實際經驗，並—
- (i) 持有由職業訓練局電機業訓練中心頒發的電工或電氣打磨裝配工進修課程證書，或具有相等資格；或
- (ii) 已在一項由機電工程署署長認可或主辦的考試或行業測試中取得合格。
- (c) 具有相等於(a)或(b)段所規定的資格及經驗。

### B 級電力工程

任何人如獲機電工程署署長信納其備下列各段(即(a)、(b)、(c)或(d)段)之中任何一段所述資歷和經驗，便有資格註冊以從事 B 級電力工程—

- (a) (i) 已完成一項根據《學徒條例》(第 47 章)登記的電器安裝工匠、電業工匠或電機工程技術員行業的學徒訓練合約；及
- (ii) 持有由香港理工學院頒發的電機工程學高級證書，或具有相等資格；及
- (iii) 具有最少 2 年的電力工作實際經驗。
- (b) (i) 持有由工業學院頒發的電機工程學文憑，或具有相等資格；及
- (ii) 受僱為電業工程人員最少 5 年，其中最少 2 年包括電力工作實際經驗。
- (c) 已持有 A 級證明書最少 5 年，或已具有持有 A 級證明書的資格最少 5 年，並
- (i) 持有由工業學院頒發的電機工程學證書或具有相等資格，且具有最少 3 年的電力工作實際經驗；或
- (ii) 具有最少 5 年的電力工作實際經驗；且已在一項由機電工程署署長認可或主辦的考試或行業測試中取得合格。
- (d) 其有相等於(a)、(b)或(c)段所規定的資格及經驗。

### C 級電力工程

任何人如獲機電工程署署長信納其備下列各段(即(a)、(b)或(c)段)之中任何一段所述資歷和經驗，便有資格註冊以從事 C 級電力工程—

- (a) 已取得認可大學或專上教育院校頒授的電機工程學學位，或具有相等資格；及
- (i) 在學位課程畢業後完成最少 2 年的機電工程署署長認可電機工程學訓練，且具有最少 2 年其後的電力工作實際經驗；或
- (ii) 具有最少 6 年的學位課程畢業後的電機工程實際經驗，包括最少 1 年電力工作實際經驗。
- (b) (i) 已持有 B 級證明書最少 6 年，或已具有持有 B 級證明書的資格最少 6 年；及
- (ii) 具有最少 6 年的電力工作實際經驗；及
- (iii) 已在一項由機電工程署署長認可或主辦的考試或行業測試中取得合格。
- (c) 具有相等於(a)或(b)段所規定的資格及經驗。

### R 級電力工程

任何人如獲機電工程署署長信納曾受特別訓練，並已具備與所申請 R 級證明書有關的工程類別或相近類別的電力工作經驗最少 4 年，便有資格註冊以從事 R 級電力工程。

### H 級電力工程

任何人如獲機電工程署署長信納具有資格持有 B 級或 C 級證明書，並具備下列(a)段或(b)段所述資歷或經驗，便有資格持有 H 級證明書—

- (a) 已完成一項經機電工程署署長認可的關於高壓電力設備及裝置的設計、安裝、維修、操作或測試的訓練課程。
- (b) 具有最少 1 年的高壓電力設備及裝置的設計、安裝、維修、測試或操作方面的實際工作經驗。

註： 實際電力工作經驗是指在本港該級別的固定電力工作經驗。

## **QUALIFICATION REQUIREMENTS FOR REGISTRATION AS ELECTRICAL WORKERS FOR DIFFERENT GRADES OF ELECTRICAL WORK**

### **GRADE A ELECTRICAL WORK**

An individual is qualified to be registered for Grade A electrical work if he satisfies the Director of Electrical & Mechanical Services that he has the qualifications and experience listed in one of the following paragraphs (i.e. (a), (b) OR (c)):

- (a) (i) he has completed a registered contract of apprenticeship under the Apprenticeship Ordinance (Cap.47) in the trade of electrical fitter or electrician; and  
(ii) holds a craft certificate in electrical engineering issued by a technical institute; and  
(iii) has at least 1 year of practical experience in electrical work.
- (b) he has been employed as an electrical worker for at least 5 years, at least 1 year of which included practical experience in electrical work and he—  
(i) holds a Certificate of the Electrician or Electrical Fitter Upgrading Course issued by the Electrical Industry Training Centre of the Vocational Training Council or has an equivalent qualification; or  
(ii) has passed an examination or trade test approved or set by the Director of Electrical & Mechanical Services.
- (c) he has qualifications and experience that are equivalent to those required under paragraph (a) or (b).

### **GRADE B ELECTRICAL WORK**

An individual is qualified to be registered for Grade B electrical work if he satisfies the Director of Electrical & Mechanical Services that he has the qualifications and experience listed in one of the following paragraphs (i.e. (a), (b), (c) OR (d)):

- (a) (i) he has completed a registered contract of apprenticeship under the Apprenticeship Ordinance (Cap.47) in the trade of electrical fitter, electrician or electrical engineering technician; and  
(ii) holds a Higher Certificate in Electrical Engineering issued by the Hong Kong Polytechnic or has an equivalent qualification; and  
(iii) has at least 2 years of practical experience in electrical work.
- (b) (i) he holds a Diploma in Electrical Engineering issued by a technical institute or has an equivalent qualification; and  
(ii) has been employed as an electrical worker for at least 5 years, at least 2 years of which included practical experience in electrical work.
- (c) he has held, or was qualified to hold, a Grade A certificate for at least 5 years and he—  
(i) holds a Certificate in Electrical Engineering issued by a technical institute or has an equivalent qualification and has at least 3 years of practical experience in electrical work; or  
(ii) has at least 5 years of practical experience in electrical work and has passed an examination or trade test approved or set by the Director of Electrical & Mechanical Services.
- (d) he has qualifications and experience that are equivalent to those required under paragraph (a), (b) or (c).

### **GRADE C ELECTRICAL WORK**

An individual is qualified to be registered for Grade C electrical work if he satisfies the Director of Electrical & Mechanical Services that he has the qualifications and experience listed in one of the following paragraphs (i.e. (a), (b) OR (c)):

- (a) he has obtained a degree in electrical engineering in a recognised university or an institution of tertiary education or has an equivalent qualification and he—  
(i) has completed at least 2 years of post-graduate training in electrical engineering recognized by the Director of Electrical & Mechanical Services and has at least 2 years of subsequent practical experience in electrical work; or  
(ii) has at least 6 years of post-graduate practical experience in electrical engineering including at least 1 year of practical experience in electrical work.
- (b) (i) he has held, or was qualified to hold, a Grade B certificate for at least 6 years; and  
(ii) has at least 6 years of practical experience in electrical work; and  
(iii) has passed an examination or trade test approved or set by the Director of Electrical & Mechanical Services.
- (c) he has qualifications and experience that are equivalent to those required under paragraph (a) or (b).

### **GRADE R ELECTRICAL WORK**

An individual is qualified to be registered for Grade R electrical work if he satisfies the Director of Electrical & Mechanical Services that he has special training and has at least 4 years of experience in the type, or similar type, of electrical work for which he is applying for a Grade R certificate.

### **GRADE H ELECTRICAL WORK**

An individual is qualified to hold a Grade H certificate if he satisfies the Director of Electrical & Mechanical Services that he is qualified to hold a Grade B or Grade C certificate and he has the qualifications and experience listed in one of the following paragraphs (i.e. (a) OR (b)):

- (a) he has completed a training course approved by the Director of Electrical & Mechanical Services for the design, installation, maintenance, operation or testing of high voltage electrical equipment and installations.
- (b) he has at least 1 year of practical experience in the design, installation, maintenance, testing or operation of high voltage electrical equipment and installations.

**Remarks:** Practical experience in electrical work means the electrical work experience in Hong Kong related to fixed electrical installation with the ampere capacity to the grade being applied.

表格八  
香港特別行政區政府  
電力條例(第 406 章)  
電力(註冊)規例  
新申請註冊為電業工程人員/  
註冊電業工程人員續期/  
更改電力工程級別申請表格

FORM 8  
THE GOVERNMENT OF THE HONG KONG  
SPECIAL ADMINISTRATIVE REGION  
ELECTRICITY ORDINANCE (CAP. 406)  
ELECTRICITY (REGISTRATION) REGULATIONS  
NEW/RENEWAL/CHANGE OF GRADE OF ELECTRICAL WORK  
APPLICATION FOR ELECTRICAL WORKER REGISTRATION

此欄不用填寫  
Official use only

收件日期:

Receipt Date

收據編號:

Receipt No.:

注意: (i) 填寫此表格前請參閱背頁「表格八備註」

(ii) 申請人應以正楷填寫此申請表格所須各部, 並應在表格上簽署。

Note: (i) Before you complete this form, please read carefully the "NOTES TO FORM 8" overleaf.

(ii) The applicant should complete all appropriate sections of this application form in block letters and sign the form

(A) 申請類別 (請在適當的申請項目空格內加上√ 號及祇可選擇一項申請類別)

Type of Application (Please tick in the appropriate box and only one type of application is allowed)

申請續期 Renewal of Registration → 請到(B)部填寫 Please complete section (B)

其他之申請 Other applications:

請額外填寫附加表格八(A)

Please also complete appendix Form 8A

新申請註冊為電業工程人員  
New registration as an electrical worker

申請更改電力工程級別  
Change of grade of electrical work

申請額外准許之電力工程  
Additional permitted electrical work

擬申請之電力工程級別(請參閱背頁備註 2)

Grade of electrical work applying

(Please see note 2 overleaf)

A B C R H H+B H+C

NS WH AC 其他(請說明)  
Others (Please specify)

(B) 註冊資料(祇適用於已註冊人士) Registration Particulars (for registered electrical worker only)

註冊編號  
Reg. No. W | | | | | | | |

工程級別  
Grade

屆滿日期 日 Day 月 Month 年 Year  
Expiry Date | | / | | / | | | |

准許之工程  
Permitted Work

(C) 個人資料(Personal Particulars)

先生  小姐  女士   
Mr. Miss Ms

出生日期 日 Day 月 Month 年 Year  
Date of Birth | | / | | / | | | |

姓名(英文)(姓氏先行)  
Name in English (Surname first) | | | | | | | | | | | | | | | | | | | | | |

姓名(中文) 姓名電碼  
Name in Chinese C.C.C. No. | | | | | | | | | | | | | | | | | | | | | |

香港身份證號碼 護照號碼(如無身份證)  
H.K.I.D. No. ( ) Passport No. (If no H.K.I.D.) | | | | | | | | | | | | | | | | | | | | | |

郵寄地址  
Postal Address \_\_\_\_\_

電話號碼(辦事處/住宅) 手提電話/傳呼機號碼  
Telephone No.(Bus./Res.) Mobile Phone/Pager No.

傳真號碼 電子郵件  
Facsimile No. E-Mail

本人聲明在此申請表格填報的一切資料、陳述及附上的文件全屬真確無訛。**警告：如就此項申請作出虛假陳述或失實資料，即屬違法。**本人亦已閱讀及同意於本表格內之「個人資料私隱聲明」。

I declare that all particulars, statements and documents submitted herein and with this application are true and correct. **Warning: It is an offence in law to furnish any false statement or information related to this application.** I also confirm that I have read and agreed with the "Personal Data Privacy Statement" in this Form.

申請人簽署 申請日期  
Signature of Applicant \_\_\_\_\_ Date of Application | | / | | / | | | |

回郵地址(此項必須填寫)  
Return Postal Address (this part must be completed)

姓名 : 姓名  
Name : Name

地址 : 地址  
Address : Address

CHK

NA CG

PW \_\_\_\_\_

RA

INP

VET

GRADE \_\_\_\_\_

WORK \_\_\_\_\_

Approved

Rejected

RPT

VC/CHK

VC/RA-AUTH

SE

VC/OTHER-AUTH

PCERT

SENT

WD \_\_\_\_\_

**(D) 其他資料(可選擇填寫) Other Particulars (Optional item)**

1. 電力設計 / 安裝 / 維修保養 / 定期檢測 (WR2) 服務在您的工作量大概佔多少? What proportion of your works in respect of electrical design / installation / repair & maintenance / PITC (WR2) services?	
設計服務 Design Services _____ %	電力安裝服務 Installation Services _____ %
維修保養服務 Repair and Maintenance Services _____ %	定期檢測 (WR2) 服務 PITC (WR2) Services _____ %
其他 請註明: _____ ) Other (Please specify: _____ ) _____ %	
2. 閣下工作的公司的類別: (請將不適用的刪去) What is your company's nature? (Delete whichever is inapplicable)	
物業管理 / 顧問工程公司 / 工程承辦商 / 電器產品供應商 / 其他 (請註明: _____ ) Property management / Consultant / Contractor / Electrical product supplier / Others ( please specify: _____ )	
3. 過去三年, 曾否提供定期檢測 (WR2) 之服務? 如有, 平均每年提供多少次該服務? Did you provide any service on PITC (WR2) Works? If yes, how many times per annum in average had your company provided such services?	
沒有 NO	有 YES
<input type="checkbox"/>	<input type="checkbox"/> _____ 次 time(s)

**表格八備註**  
**新申請註冊為電業工程人員/註冊電業工程人員續期/更改電力工程級別申請表格**

- 凡尚未註冊為電業工程人員的人士, 祇可提交一份新申請註冊表格, 重覆的申請將不被接納。已註冊電業工程人員申請續期, 祇須填寫此表格(表格八), 其他類別申請必須額外填寫附加表格八(A), 及參閱「表格八 A 備註」。申請費用將不會發還。
- D 部要求之資料並非申請註冊為電業工程人員 / 註冊電業工程人員續期 / 更改電力工程級別必須提供之資料, 填寫與否將不會影響申請結果。所得之資料只作本署參考之用。
- 電力工程級別
  - A 級電力工程指: 在低壓固定電力裝置之中最高電力需求不超過 400 安培(單相或三相)的部分進行的電力工程。
  - B 級電力工程指: 在低壓固定電力裝置之中最高電力需求不超過 2500 安培(單相或三相)的部分進行的電力工程。B 級電力工程包括 A 級電力工程在內。
  - C 級電力工程指: 任何電流量的低壓固定電力裝置的電力工程。C 級電力工程包括 A 級及 B 級電力工程在內。
  - R 級電力工程包括下列任何一項或多項:
    - NS: 霓虹招牌裝置的電力工程。
    - WH: 儲水量不超過 200 升的無排氣管的儲水式低壓電熱水爐裝置的電力工程。
    - AC: 空氣調節裝置的電力工程。
    - 其他: 只限在某一或某類裝置或某類房產進行的電力工程。
  - H 級電力工程指高壓電力裝置的電力工程。

**NOTES TO FORM 8**  
**NEW/RENEWAL/CHANGE OF GRADE OF ELECTRICAL WORK**  
**APPLICATION FOR ELECTRICAL WORKER REGISTRATION**

- For non-registered electrical worker, only one application for new registration is allowed. Duplicate application will not be accepted. For applicant applying for renewal of registration, only this form (Form 8) is required, for other types of application, please also complete appendix Form 8(A) and see "NOTES TO FORM 8(A)". Application fee is not refundable.
- The provision of information in Section D is not compulsory for new / renewal / change of grade of electrical workers application for electrical worker registration. The result of application will NOT be affected by the completeness of Section D. The information obtained in Section D is for EMSD reference only.
- GRADE OF ELECTRICAL WORK
  - Grade A electrical work is electrical work on that part of a low voltage fixed electrical installation that has a maximum demand not exceeding 400A, single or three phase.
  - Grade B electrical work is electrical work on that part of a low voltage fixed electrical installation that has a maximum demand not exceeding 2500A, single or three phase. Grade B electrical work includes Grade A electrical work.
  - Grade C electrical work is electrical work on a low voltage fixed electrical installation of any capacity. Grade C electrical work includes Grade A and Grade B electrical work.
  - Grade R electrical work may include one or more of the following:
    - NS: electrical work on a neon sign installation;
    - WH: electrical work on a low voltage unvented electric thermal storage type water heater installation (not exceeding 200 liters storage capacity);
    - AC: electrical work on an air-conditioning installation;
    - Others: electrical work restricted to any other particular installation, type of installation or type of premises.
  - Grade H electrical work is electrical work on a high voltage electrical installation.

此欄不用填寫 Official use only

Date	By	Actions Taken/Remarks	Date	By	Actions Taken/Remarks

申請可經由電子方式遞交, 詳情請瀏覽 <http://www.emsd.gov.hk>

Application may be submitted electronically. For details, please refer to <http://www.emsd.gov.hk>

## 表格八申請及繳款方法

- 申請費用為港幣 475 元。政府可對申請費用加以調整。(註：無論申請成功與否，所繳申請費用均不會獲發還。)
- 已註冊的電業工程人員申請續期，祇須填寫此表格(表格八)，連同白色背景的彩色證件相片一張、身分證副本、及申請費用親自或郵寄回香港九龍啟成街 3 號機電工程署總部地下「客戶服務部」。辦公時間為：  
星期一至五 上午 9 時正至下午 5 時 15 分  
星期六、日及公眾假期 休息  
「客戶服務部」亦會提供拍照服務予未能遞交相片的申請人。
- 至於其他類別的申請必須額外填附加表格八(A)，申請人除可於上述辦公時間親自到本署「客戶服務部」繳交申請表格及申請費用外，亦可採用以下任何一種方法遞交申請：
  - 郵寄至本署署長，地址如上；
  - 經本署網頁 ([www.emsd.gov.hk](http://www.emsd.gov.hk)) 遞交電子表格；
  - 祇在星期六由上午 8 時 30 分至下午 12 時 30 分止，將申請表格投入設於本署地下大堂的投遞箱內。本署會要求申請人帶同文件正本以便核實。
- 其他類別的申請人應出示每份文件的正副本，以供查閱。正本查閱後即時交回申請人，所繳交的副本則不會發還。(註：「客戶服務部」並不提供影印服務。)
- 所有支票、滙票及本票都必須寫明支付「香港特別行政區政府」並加劃線。切勿寫明支付某一職員。期票不會獲得接納。
- 於 2007 年 1 月 1 日或以後提交電業工程人員註冊的申請者，必須已接受新電線顏色代碼的訓練。本署會要求該等申請者親臨客戶服務部接受視像輔助訓練或電腦輔助訓練、完成並通過新電線顏色代碼的測驗或電腦的自我評估練習。申請人亦可選擇於提交申請後完成其他有效的訓練課程。本署收到申請人完成訓練課程的通知並核實該項訓練記錄後，便會繼續處理有關申請。

### **Application and Payment Instructions To Form 8**

- The application fee is HK\$ 475 and may be subject to revision. (Note: The paid application fee will not be refunded regardless of the result of application.)
- For applicant applying for renewal of registration, applicant is required to submit the duly completed Form 8 together with a recent colour photograph with white background, a copy of HKID card, and the application fee to our Customer Services Offices at G/F The Electrical and Mechanical Services Department Headquarters, 3 Kai Shing Street, Kowloon Bay either in person or by post during the following office hours:

Monday to Friday	9:00 a.m. to 5:15 p.m
Saturday, Sunday and Public Holidays	closed

Photo-taking service would be provided at the Customer Services Office to those who cannot submit photograph.
- For other types of application, apart from submitting the duly completed Form 8 and Form 8(A) together with application fee in person at the Customer Services Office at the above address, applicant can also submit application through any one of the following methods:
  - by post to the Director of Electrical and Mechanical Services at the above address;
  - by electronic submission through Electrical and Mechanical Services Department homepage at [www.emsd.gov.hk](http://www.emsd.gov.hk);
  - by putting applications into the drop-in box located at G/F lobby of Electrical and Mechanical Services Department on Saturday only from 8:30 a.m. to 12:30 p.m.Applicant is required to bring along the original documents for verification.
- For other types of application, the applicant should produce the originals and one photocopy of each document submitted for inspection. The originals will be immediately returned to the applicant after inspection, however the photocopies submitted will not be returned. (Note: No photocopy service will be provided at the Customer Service Office.)
- Cheques, Draft and Cashier Orders should be made payable to the 'The Government of the Hong Kong Special Administrative Region' and crossed. They must not be made payable to any individual officer. Post-dated cheque will not be accepted.
- From 1 January 2007, applicants applying for registration should have been trained on the new cable colour code (CCC). Such applicants will have to attend the video-based or computer-based training at the EMSD Customer Services Office in person and complete the CCC quiz or the computer-based self-assessment. Alternatively, he/she may complete other valid CCC training after submission of the application. Upon receipt of his/her advice of completion of such a course, and on confirmation of a valid training record, EMSD will further process his/her application.

# 個人資料私隱聲明

## 收集個人資料的目的

在這份表格提供的個人資料，政府會用於下列目的：

- (a) 評估你的學術／訓練資格及電力工作經驗，並在有需要時會向有關學術機構或你的僱主／前僱主作出查證，以確定你是否符合條件，可根據電力(註冊)規例有關係文的規定註冊為電力工程人員；以及
- (b) 方便政府與閣下通訊。

## 受讓人的類別

你的註冊獲接納後，本表格所載的所有資料會存於機電工程署，並向部門的資料使用人披露。

你的姓名、設冊號碼、電力工程的級別、註冊有效期到期日、有關表現及紀律處分的資料，會在政府網頁 "[www.emsd.gov.hk](http://www.emsd.gov.hk)" 及本署客戶服務部向公眾披露，或在個別人士提出申請後向他們披露，但所披露的資料，只限上述數項。

## 查詢個人資料

根據個人資料(私隱)條例第 18 及第 22 條，以及附表 1 第 6 原則的規定，你有權查閱及改正個人資料。你的查閱權包括索取在這份表格所提供個人資料的副本。

## 查詢

任何關於這份表格所收集個人資料的查詢，包括要求查閱及改正資料，請向機電工程署署長提出：  
地址：香港九龍啟成街 3 號機電工程署 7 樓電力法例部 電話：1823

## Personal Data Privacy Statement

### Purpose of Personal Data Collection

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

- (a) To assess your academic/training qualifications and electrical work experience, including approaching the related academic institutions or your employer(s) for verification when required, in order to determine your eligibility for registration as an electrical worker in accordance with the relevant provisions of the Electricity (Registration) Regulations; and
- (b) To facilitate communication between Government and yourself.

### Classes of Transferees

Upon the acceptance of your registration, your personal data will be kept at the Electrical and Mechanical Services Department and disclosed to the data users of the department.

Your personal data limited to your name, registration number, grade of electrical work, expiry date of registration, the information of performance and disciplinary actions, may be disclosed to the public at the Government website "<http://www.emsd.gov.hk>" and the Customer Service Office of this department; or to individual upon their application.

### Access to Personal Data

You have a right to access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

### Enquiries

Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to :

The Director of Electrical and Mechanical Services, Electricity Legislation Division, 7/F, 3 Kai Shing Street, Kowloon, Hong Kong. Telephone No.: 1823