

FORM GU05-02

表格 GU05-02

GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

香港特別行政區政府

GAS SAFETY (MISCELLANEOUS) REGULATIONS

《氣體安全（雜項）規例》

APPROVAL OF DOMESTIC GAS APPLIANCE

(APPLICATION FOR CHANGES OF APPROVED APPLIANCE)

住宅式氣體用具的批准（申請變更已批核的用具）

Official use only
此欄不用填寫

Received Date:

Reference No.:

To the Gas Authority,

致：氣體安全監督

Notes 注意：

- (1) This form is used for application for CHANGES to approved domestic gas appliances defined in the Gas Safety Ordinance, Cap.51. 本申請表格只供根據《氣體安全條例》(第 51 章) 所界定的住宅式氣體用具變更申請所用。
- (2) The applicant shall familiarize with the requirements of Gas Safety Ordinance and its subsidiary regulations as well as Code of Practice GU05 before submitting the application. 在提交申請前，申請人必須熟悉《氣體安全條例》及其附屬規例和工作守則：氣體應用指南之五的要求。
- (3) Each application form should be used for applying one model of domestic gas appliance. 每份申請表格只可用作一款型號的住宅式氣體用具申請。
- (4) During the approval process, the Gas Authority may require the applicant to submit a sample of the gas appliance for reference. The appliance would be returned to applicant after the vetting process. 在審批的程序中，氣體安全監督可要求申請人提供氣體用具以供參考，及後該氣體用具將會發還給申請人。
- (5) Incomplete or erroneous information pertaining may cause delay in processing application or rejection. 所提交的資料如有不全或錯漏，可能會導致申請程序被延誤或拒絕。

Declaration 聲明

We declare that all particulars, statements and documents submitted in/with this application form are true and correct. We undertake to abide by the Gas Safety Ordinance and its subsidiary regulations and understand that the changed/modified domestic gas appliances under application is not permitted to be imported into or manufactured in Hong Kong unless approval has been granted by the Gas Authority. Also, we have read and agreed with the "Personal Data Privacy Statement" in this application form.

本公司謹此聲明，在本申請表格內填報的一切資料、所作的陳述及附上的文件全屬真實無訛。本公司承諾遵守《氣體安全條例》及其附屬法例，並明白在獲得氣體安全監督批准有關變更申請之前，不可進口或在香港生產已變更或改裝的有關氣體用具。同時，我們亦已閱讀及同意於表格內的「個人資料私穩聲明」。

Name of Authorized Person:

獲授權人姓名：

Title of Authorized Person:

獲授權人職位：

Date :

日期：

Company Chop

公司蓋印

Section A: Applicant Particulars

甲部： 申請人資料

(1) Company Name:

公司名稱： _____

(2) Correspondence Address:

通訊地址： _____

(3) Telephone Number:

電話號碼： _____

(4) Fax Number:

傳真號碼： _____

(5) E-mail Address:

電郵地址： _____

(6) Contact Person and Phone Number:

聯絡人及電話： _____

Section B: Domestic Gas Appliance Particulars and Details of Changes

乙部： 住宅式氣體用具資料及變更詳情

(1) Type of Domestic Gas Appliance 住宅式氣體用具類型：

Gas cooker

氣體煮食爐

Portable cassette cooker

手提卡式煮食爐

Gas water heater

氣體熱水爐

Top Flued 頂排

Back Flued 背排

Side Flued(R) 側出煙道(右)

Side Flued(L) 側出煙道(左)

Other :

其他： _____

(2) Brand Name:

牌子名稱： _____

(English)

(中文)

(3) Model No.:

型號： _____

(4) Gas Type:

Town Gas 煤氣

Liquefied Petroleum Gas 石油氣

氣體種類：

Cassette LPG Cartridge 卡式石油氣瓶

(5) Details of the Change(s) with Reasons (Please also provide relevant document evidences, if available)

變更詳情及原因 (請一併提交相關文件證據。(如有))

Section C: Certificates and Documents to be submitted with this Application

丙部： 須連同本申請表一併提交的證明書及文件

IMPORTANT NOTE: Please flag the documents with the corresponding item no. and put "☑" in the check box for ease of reference.

重要事項：請將相關文件標籤適當的項目號碼及在有關的覆檢格內填上"☑"，以資識別。

(1) Major Changes 重大更改

Major Changes include all changes that relate to gas safety and the validity of the Initial Type Test Certificate (TA1) Examples include changes of gas circuit, gas parts, burning control devices, protection device etc. Applicant shall submit the following certificates and documents together with this application form:

所有涉及氣體安全及初始類型設計測試證明書 (TA1) 的有效性的變更都歸類為「重大更改」，例如有關燃氣喉管、燃氣部件、燃燒控制裝置及保護裝置的變更等。申請人必須連同本申請表一併提交以下證明書及文件：

- a) Manufacturers' confirmation on the compatibility, safety and functionality of proposed changes in the existing gas appliances;
生產商就有關變更對現有氣體用具的相容性、安全性和功能性影響的確認；
- b) RCA's confirmation that the proposed changes are covered by existing TA1 certificate or new TA1 certificate with test report issued by them;
認可核證機構就現有的初始類型設計測試證明書 (TA1) 仍涵蓋有關變更作出確認或由該認可核證機構發出的新類型設計測試證明書 (TA1) 及檢測報告；
- c) New TA2 testing certificate with test report for the proposed changes; and
由本地認可實驗就有關變更所發出的基本安全評估證明書 (TA2) 及檢測報告
- d) All revised documents that are related to the proposed changes, e.g. data label, manuals. (Reference could be made to Section C of Form GU05-01.)
所有就有關變更而更新的文件，例如：標籤、說明書等。(可參考表格 GU05-01 丙部)

(2) Minor Changes 輕微更改

Minor Changes include all changes that are neither related to gas safety nor affecting the validity of the Initial Type Test Certificate (TA1). Example includes change in appearance. Applicant shall submit the following certificates and documents together with this application form:

所有不涉及氣體安全及初始類型設計測試證明書 (TA1) 的有效性的變更都歸類為「輕微更改」，例如有關爐具外觀的變更。申請人必須連同本申請表一併提交以下證明書及文件：

- a) Manufacturers' confirmation on the compatibility, safety and functionality of proposed changes in the existing gas appliances;
生產商就有關變更對現有氣體用具的相容性、安全性和功能性影響的確認；
- b) All revised documents that are related to the proposed changes, e.g. data label, manuals. (Reference could be made to Section C of Form GU05-01.)
所有就有關變更而更新的文件，例如：標籤、說明書等。(可參考表格 GU05-01 丙部)

All the particulars and documents submitted in/with this application have been checked and found in order.
本申請表格內填報的一切資料及附上的文件均已被覆檢及確定無誤。

Date 日期: _____ Signature of Authorized Person 獲授權人簽署: _____

Notes to Application

申請備註

IMPORTANT NOTE: This “Notes to Application” is not necessary to be included in the application.

重要事項：提交的申請書並不需要包括此「申請備註」。

A. Application Enquiries 申請查詢

For enquiries, please contact Gas Standards Office at 2808 3683. 如有疑問，請致電 2808 3683 與氣體標準事務處聯絡。

B. Submit the Application 提交申請

Submission of this application form with associated documents can be made by post or in person to the “Gas Standards Office”, the Electrical & Mechanical Services Department Headquarters, 3 Kai Shing Street, Kowloon, Hong Kong.

OFFICE HOURS:	Monday to Friday	9:00 a.m. to 4:30 p.m.
	Saturday, Sunday and Public Holidays	closed

申請人可郵寄或親自到香港九龍啟成街 3 號機電工程署總部「氣體標準事務處」遞交此申請書。

辦公時間：	星期一至五	上午九時正至下午四時半
	星期六、日及公眾假期	休息

C. Personal Data Privacy Statement 個人資料私穩聲明

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

- The personal data provided by means of this form will be used by the Government for the following purposes :
在本表格所提供的個人資料，政府會用於下列目的：
 - activities relating to the processing of the submission in this form;
進行與處理以本表格作出呈交有關的工作；
 - activities relating to requirements stipulated in the Gas Safety Ordinance and its subsidiary regulations; and
進行與《氣體安全條例》及其附屬規例所訂明規定有關的工作；以及
 - facilitating communication between Government and yourself.
方便政府與你通訊。

Classes of Transferees 受讓人的類別

- Upon receipt of your information submission, all the data that appear in this form will be kept at the Electrical and Mechanical Services Department and disclosed to the data users of the department.
當接收到你所呈交的資料後，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。

Access to Personal Data 查詢個人資料

- You have a right of 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.
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本表格所提供個人資料的副本。

Enquiries 查詢

- Enquiries concerning the personal data collected by means of this form, including the making of access and correction, must be submitted in writing and addressed to the Director of Electrical and Mechanical Services, Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong. For other general enquiries, please dial the Citizen's Easy Link 1823.

任何關於本表格所收集個人資料的查詢，包括查閱及改正資料，請以書面形式向機電工程署署長提出，地址為：香港九龍啟成街 3 號機電工程署。至於其他一般查詢，請致電政府熱線 1823。

D. Prevention of Bribery 防止賄賂

Any attempt to offer advantage (as defined in the Prevention of Bribery Ordinance (“POBO”) (Chapter 201 of the Laws of Hong Kong)) to any Government officer with a view to influencing the outcome of this application constitutes an offence under the POBO and renders the application invalid. The case will be reported to the Independent Commission against Corruption (“ICAC”). You should report to the ICAC (Telephone No.: 2526-6366) if any government officers or their agents solicits an advantage from you in relation to this application.

任何人士試圖向任何政府人員提供利益(按照香港法例第 201 章《防止賄賂條例》中對利益的定義)，以影響本申請的結果，即構成《防止賄賂條例》下的罪行，並導致有關申請無效，而機電工程署會把個案向廉政公署報告。如任何政府人員或其代理人就本申請向你索取利益，你應向廉政公署舉報(電話號碼：2526 6366)。