

**Registered Lift/Escalator Engineer  
under the Lifts and Escalators (Safety) Ordinance**

Please tick applicable box(es) : Update exercise for Cir 8/2008   
First Registration  Change in Employment Details  Change of Contact Info

RLE No.: \_\_\_\_\_ REE No.: \_\_\_\_\_

Surname: \_\_\_\_\_ Other Names: \_\_\_\_\_  
(as shown on HKID Card)

Name in Chinese Characters (if applicable): \_\_\_\_\_

HKID No.: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Employment**

Name of Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Position: \_\_\_\_\_ Effective Date : \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

Name of Previous Employer (if any) : \_\_\_\_\_

**Contact Information**

Residential Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
(must be provided for communication)

Specimen Signature \*

Date: \_\_\_\_\_

**\* Please do not sign outside the boundary.**

*(Please complete in Block Letters and read the Personal Information Collection Statement overleaf.)*

**Personal Information Collection Statement**  
**Registration of Lift/Escalator Engineers**  
**Lifts and Escalators (Safety) Ordinance, Chapter 327**

**Purpose of Collection**

1. The personal data provided by means of this form will be used by the Electrical and Mechanical Services Department for the following purposes:

- (a) activities relating to requirements stipulated in the Lifts and Escalators (Safety) Ordinance (the Ordinance), which shall include the establishment of a public register; and
- (b) to facilitate communication between Government and yourself.

**Remarks:** For registration purposes, lift/escalator engineers are obliged to provide personal data by means of this form. If you do not provide sufficient information, there may be difficulty in confirming to members of the public or interested organizations upon their request your status of being a registered lift/escalator engineer. Failure to provide and update some of the information may also render you liable to prosecution under section 28(3) of the Ordinance and will be liable to a fine of \$5,000 and imprisonment of 6 months.

**Class of Transferees**

2. (a) The personal data you provided by means of this form may be disclosed to other Government bureaux/departments and organizations in activities relating to registration of lift/escalator engineers for the purposes mentioned in paragraph 1 above.

(b) Your personal data limited to your name, registration number, contact details and other information included by the Director as he may consider necessary to fulfil the purposes of the Register of Lift Engineers and/or the Register of Escalator Engineers may be disclosed to individuals or organizations upon their request.

(c) On signing the data form, your consent is given to the Electrical and Mechanical Services Department to carry out "matching procedures" to compare your personal data collected by this department in relation to the Ordinance with your personal data collected by other Government bureaux/departments for other purposes to ascertain your compliance with the duties as a registered lift/escalator engineer.

**Access and Correction to Personal Data**

3. 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.

**Enquiries**

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

Director of Electrical and Mechanical Services  
3 Kai Shing Street,  
Kowloon,  
Hong Kong  
(Attn.: Lifts and Escalators Sub-division)  
Tel.: 2808 3623