

The Government of the Hong Kong
 Special Administrative Region
 Buildings Energy Efficiency Ordinance
 (Chapter 610, Section 32 and 33)
 Notice of Appeal

香港特別行政區政府
 建築物能源效益條例
 (第610章第 32 及 33 條)
 上訴通知書

Official use only
 此欄不用填寫
 Receipt Date 收件日期：

Reference Number 參考編號：

Note 注意：

Please read the "Notes to Complete this Form", "Submission Instructions" and "Personal Data Privacy Statement" attached and complete all the items in block letters.

請閱讀於附頁的「填寫本表格的須知事項」、「呈交指示」及「個人資料私隱聲明」，並以正楷填寫各項資料。

Section A 甲部：Appellant and Subject of Appeal 上訴人及所上訴事宜

Information of Appellant 上訴人資料	
Type of Appellant (please tick in the appropriate box): 上訴人類別 (請在適當空格加上「✓」號):	
<input type="checkbox"/> Developer 發展者	<input type="checkbox"/> Owner 業主
<input type="checkbox"/> Tenant 租戶	<input type="checkbox"/> Incorporated Owners 業主立案法團
<input type="checkbox"/> Registered Energy Assessor (REA) 註冊能源效益評核人 (Registration No. 註冊號碼：_____)	
<input type="checkbox"/> Applicant for Registered Energy Assessor (REA) 註冊能源效益評核人申請者	
<input type="checkbox"/> Others (please specify) 其他(請註明)：_____	
Name of Appellant: 上訴人姓名：	English 英文 _____ Chinese 中文 _____ Mr. / Miss / Ms.* 先生/小姐/女士*
Correspondence Address of Appellant: 上訴人通訊地址：	Room/Flat 室 _____ Building 大廈 _____ Street No. 街道號碼 _____ Street 街道 _____ Block 座 _____ District 地區 _____ <input type="checkbox"/> Hong Kong 香港 <input type="checkbox"/> Kowloon 九龍 <input type="checkbox"/> New Territories 新界
Contact Phone No.: 聯絡電話：	Fax No.: 傳真號碼：
E-mail Address: 電郵地址：	_____

Subject Building (if applicable)**涉及的建築物 (如適用)**

Name of Building: English
建築物名稱: 英文 _____

Chinese
中文 _____

Address of Building: Street No.
建築物地址: 街道號碼 _____

Street English 英文
街道 _____

Chinese 中文

District English 英文
地區 _____

Chinese 中文

HK 香港
 Kowloon 九龍
 New Territories 新界

Information of Relevant Unit/Common Area* (if applicable)**有關單位/公用地方*資料 (如適用)**

Name: English 英文
名稱: _____

Chinese 中文

Location: Flat/Room Floor Block
位置: 室 _____ 樓 _____ 座 _____

Other Description
其他說明 _____

Subject of Appeal**上訴事宜**

The decision(s) or direction(s) that this notice of appeal is against (please tick in the appropriate box):

本上訴通知書所針對之決定或指示 (請在適當空格加上「✓」號):

- A decision of the Director to refuse to issue a Certificate of Compliance Registration under section 10
署長拒絕根據第10條發出遵行規定登記證明書的決定
- A decision of the Director to refuse to renew a Certificate of Compliance Registration under section 13
署長拒絕根據第13條將遵行規定登記證明書續期的決定
- A decision of the Director to issue or amend an improvement notice under section 26
署長根據第26條發出或修訂敦促改善通知書的決定
- A direction contained in an improvement notice under section 26(2)(c) or (3)
根據第26(2)(c)或(3)條載於敦促改善通知書的指示

Subject of Appeal (Cont'd)

上訴事宜 (續)

- A decision of the Director to refuse to grant an extension under section 9 or 17
署長拒絕根據第9或17條批予延長限期的決定
- A decision of the Director to withdraw an extension under section 9 or 17
署長根據第9或17條撤回延長限期的決定
- A decision of the Director to refuse to grant an exemption under section 15, 20 or 25
署長拒絕根據第15、20或25條批予豁免的決定
- A decision of the Director to withdraw an exemption under section 15, 20 or 25
署長根據第15、20或25條撤回豁免的決定
- A decision of the Director to refuse to register a person as a registered energy assessor under section 30
署長拒絕根據第30條將某人註冊為註冊能源效益評核人的決定
- A decision of the Director to issue a notice under section 9(9) or 17(7)
署長根據第9(9)或17(7)條發出通知的決定
- A decision of the Director to impose a condition under section 9(7), 15(5), 17(5), 20(6) or 25(5)
署長根據第9(7)、15(5)、17(5)、20(6)或25(5)條施加條件的決定
- A decision of the Director to refuse to renew the registration of a registered energy assessor under the regulation made under section 42
署長拒絕按照根據第42條訂立的規例將某註冊能源效益評核人的註冊續期的決定
- A decision of the Director to take disciplinary action against a registered energy assessor under the regulation made under section 42
署長按照根據第42條訂立的規例，對某註冊能源效益評核人採取紀律行動的決定

Notice / Improvement Notice* No. issued by the Director of Electrical and Mechanical Services (if applicable):

機電工程署署長發出的通知書/敦促改善通知書*編號(如適用):

Issuance date of Notice / Improvement Notice * (if applicable):

通知書/敦促改善通知書*發出日期(如適用):

Registration No. of Certificate of Compliance Registration / Registered energy assessor* (if applicable) :

遵行規定登記證明書/註冊能源效益評核人*的註冊編號 (如適用) :

Brief description of the subject of appeal (insert additional paper if necessary):

簡述上訴事宜 (如有需要，請另加附頁) :

Below are the particulars of witness that I intend to call at the hearing:
以下是本人擬在聆訊中傳喚的證人的詳情:

Name of Witness: English _____
證人姓名：英文 _____
Chinese _____ Mr. / Miss / Ms. *
中文 _____ 先生/小姐/女士 *

Relationship with Appellant: _____
與上訴人關係: _____

Correspondence Address of Witness: Room/Flat _____ Floor _____ Block _____
證人通訊地址：室 _____ 樓 _____ 座 _____
Building _____
大廈 _____
Street No. _____ Street _____
街道號碼 _____ 街道 _____
District _____
地區 _____
 Hong Kong 香港
 Kowloon 九龍
 New Territories 新界

Contact Phone No.: _____ Fax No.: _____
聯絡電話： _____ 傳真號碼： _____

E-mail Address: _____
電郵地址: _____

Name of Witness: English _____
證人姓名：英文 _____
Chinese _____ Mr. / Miss / Ms. *
中文 _____ 先生/小姐/女士 *

Relationship with Appellant: _____
與上訴人關係: _____

Correspondence Address of Witness: Room/Flat _____ Floor _____ Block _____
證人通訊地址：室 _____ 樓 _____ 座 _____
Building _____
大廈 _____
Street No. _____ Street _____
街道號碼 _____ 街道 _____
District _____
地區 _____
 Hong Kong 香港
 Kowloon 九龍
 New Territories 新界

Contact Phone No.: _____ Fax No.: _____
聯絡電話： _____ 傳真號碼： _____

E-mail Address: _____
電郵地址: _____

(Insert additional paper if necessary)
(如有需要，請另加附頁)

Section C 丙部：Submission and Declaration 呈交及聲明

To : The Director of Electrical and Mechanical Services
致： 機電工程署署長

Pursuant to section 32 and section 33 of the Buildings Energy Efficiency Ordinance (Chapter 610), I, (full name) _____, hereby submit this notice of appeal and the related documents to lodge an appeal as described in section A above. I declare that the related documents and information submitted with this notice are all correct; and I have perused and fully understood the relevant sections 32 to 39 of the Buildings Energy Efficiency Ordinance. I also understand that the given evidence and submitted documents later at the hearing shall be all correct.

本人（姓名全名）_____特此按照建築物能源效益條例（第610章）第32及33條，呈交本上訴通知書及有關的文件，以提出上述甲部所表述的上訴。本人特此聲明本通知書所呈交的文件及資料全屬真確無訛，並本人已細閱及明白建築物能源效益條例第32至39條的有關條文。本人亦明白日後於聆訊所作之證供和呈交之文件及資料亦須真確無訛。

Signature of Appellant
上訴人簽署 _____

Date
日期 _____

DD / MM / YYYY
日 月 年

Notes to this Form 本表格備註

Notes to Complete this Form 填寫本表格的須知事項

1. This form is the “specified form” under section 33(3)(a) of the Buildings Energy Efficiency Ordinance (Chapter 610).

本表格是建築物能源效益條例（第610章）第 33(3)(a) 條下的「指明表格」。

2. The appellant may be requested to submit relevant supplementary information to satisfy the requirements of all the items in this form or re-submit this form for incomplete or erroneous information in this form.

在本表格內有關資料如有不全或錯漏，上訴人可被要求提供補充資料以滿足本表格內所有項目的要求或重新呈交本表格。

3. All the data that appear in the form will be kept at the Electrical and Mechanical Services Department and disclosed to the data users of the department and the appeal board.

本表格所載的所有資料會存於機電工程署，並向部門及上訴委員會的資料使用人披露。

4. 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)。

Submission Instructions 呈交指示

1. No fee is required for the submission.

呈交本表格是不用收費。

2. This form together with the documents specified in the form shall be posted to Energy Efficiency Office, Electrical and Mechanical Services Department Headquarters, Government of the Hong Kong Special Administrative Region, 3 Kai Shing Street, Kowloon, Hong Kong unless otherwise advised by the Electrical and Mechanical Services Department.

除非機電工程署另有指示，本表格及所指明的文件應寄往香港九龍啓成街3號香港特別行政區政府機電工程署總部能源效益事務處。

Personal Data Privacy Statement 個人資料私隱聲明

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

1. The personal data provided by means of this form will be used by the Government for the following purposes :
 - (a) activities relating to the processing of the submission in this form;
 - (b) activities relating to requirements stipulated in the Buildings Energy Efficiency Ordinance; and
 - (c) facilitating communication between Government and yourself.

在本表格所提供的個人資料，政府會用於下列目的：

- (a) 進行與處理以本表格作出呈交有關的工作；
- (b) 進行與《建築物能源效益條例》所訂明規定有關的工作；以及
- (c) 方便政府與你通訊。

Classes of Transferees 受讓人的類別

2. Upon receipt of your information submission, all personal data that are collected in this form and all documents submitted along with this form will be kept at the Electrical and Mechanical Services Department and will be disclosed to the data users of the department.

當接收到你所呈交的資料後，於本表格及所有呈交的有關文件所收集到的所有個人資料會存於機電工程署，並會向部門的資料使用者披露。

Access to Personal Data 查詢個人資料

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.

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

4. Enquiries concerning the personal data collected by means of this form, including the making of access and correction, shall 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。