

## Form EA2 表格 EA2

機電工程署  
EMSD

The Government of the Hong Kong  
Special Administrative Region  
Buildings Energy Efficiency Ordinance (Chapter 610)  
Buildings Energy Efficiency (Registered Energy Assessors) Regulation  
(Chapter 610B, Section 10)  
Application for Duplicate of Certificate of Registration  
- Registered Energy Assessor

香港特別行政區政府  
建築物能源效益條例 (第610章)  
建築物能源效益(註冊能源效益評核人)規例  
(第610B章, 第10條)  
註冊能源效益評核人  
註冊證明書複本的申請表格

Official use only  
此欄不用填寫  
Receipt Date 收件日期 : \_\_\_\_\_  
Receipt Number 收據編號 : \_\_\_\_\_

## Note 注意：

Please read the "Notes to this Form" attached and complete all the items in block letters.

請參閱於附頁的「本表格備註」，並以正楷填寫各項資料。

To the Director of Electrical and Mechanical Services:

致機電工程署署長：

I, (the undersigned), hereby apply for \_\_\_\_\_(no.) of duplicate of my Registered Energy Assessor Certificate of Registration  
本人，(下款 簽署人)，現作出以下申請 \_\_\_\_\_ (份) 本人的註冊能源效益評核人註冊證明書複本

H.K.I.D NO.:

香港身份證號碼：

Registration No. : :

註冊號碼：

Name:  
姓名：  
(Surname first)  
(姓氏先行)

English  
英文

Chinese  
中文

Mr. / Miss / Ms.\*  
先生 / 小姐 / 女士 \*

Correspondence  
Address:  
通訊地址：

Flat 室 Floor 樓 Block 座

Building 大廈

Street 街道

District 地區

- ☐ H.K. 香港  
☐ Kowloon 九龍  
☐ N.T. 新界

I attach a cheque/drafts/cashier orders no. \_\_\_\_\_ for HK\$ \_\_\_\_\_  
(payable to THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION) in payment of the fee prescribed for the application.

本人隨申請表附上一張支票/滙票/本票\*號碼 \_\_\_\_\_ 金額\$ \_\_\_\_\_ 支付「香港特別行政區政府」作為條例訂明的申請費用。

申請人簽署 Signature of Applicant : \_\_\_\_\_

聯絡電話 Contact Tel No. : \_\_\_\_\_

日期 Date : \_\_\_\_\_

## Notes to this Form 本表格備註

### Notes to Complete this Form 填寫本表格的備註

1. The Director of Electrical and Mechanical Services may request the applicant to submit relevant supplementary information to satisfy the requirements of all the items in this form or refuse this application for incomplete or erroneous information in this form.  
在本表格內有關資料如有不全或錯漏，機電工程署署長可要求申請人提供補充資料以滿足本表格內所有項目的要求或拒絕本申請。

### Application and Payment Instructions 申請及繳款指示

1. The application fee is as follows:  
(a) Duplicate of registered energy assessor Certificate of Registration HK\$ 155  
The application fees may be subject to revision.  
申請費用如下：  
(a) 註冊能源效益評核人的註冊證明書的複本 港幣155元  
政府可調整申請費用。
2. Submission of this application form can be made by post or the applicant in person at the Energy Efficiency Office, the Electrical & Mechanical Services Department Headquarters, 3 Kai Shing Street, Kowloon Bay  
HOURS OF COLLECTION: Monday to Friday 9:00 a.m. to 5:00 p.m.  
Saturday, Sunday and Public Holidays closed  
申請人可郵寄或親自到九龍灣啓成街3號機電工程署總部「能源效益事務處」遞交此申請書。  
辦公時間：星期一至五 上午九時正至下午五時正  
星期六、日及公眾假期 休息
3. Applicant can also submit application by post to the Energy Efficiency Office, the Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon Bay.  
申請人亦可將申請表郵寄至九龍灣啓成街3號機電工程署總部「能源效益事務處」。
4. Cheques, Drafts and Cashier Orders should be made payable to 'The Government of the Hong Kong Special Administrative Region' and crossed. This must not be made payable to any individual officer. Post-dated cheque will not be accepted.  
所有支票、滙票及本票均須寫明支付「香港特別行政區」並加劃線。切勿寫明支付某一職員。期票概不接納。

### 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

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 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

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, 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：香港九龍啓成街3號機電工程署。至於其他一般查詢，請致電政府熱線1823。