

表格 RCB-1  
香港特別行政區政府  
電力條例(第 406 章)  
電氣產品(安全)規例第 9 條  
申請獲認可為認可核證團體

FORM RCB-1  
THE GOVERNMENT OF THE HONG KONG  
SPECIAL ADMINISTRATIVE REGION  
ELECTRICITY ORDINANCE (CAP. 406)  
ELECTRICAL PRODUCTS (SAFETY)REGULATION,REGULATION 9  
APPLICATION FOR RECOGNITION AS  
RECOGNIZED CERTIFICATION BODY

此欄不用填寫  
For Official use only

收件日期：  
Receipt date:  
申請編號：  
Application Number:  
收據編號：  
Receipt Number:

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(注意：填寫此申請表格前請參閱「表格 RCB-1 備註」。申請人應以正楷填寫此申請表格各欄，並應在表格上簽署。)  
(Note: Before you complete this form, please read carefully the notes on "NOTES TO FORM RCB-1". The applicant should complete all sections of this application form in block letters and sign the form.)

致 機電工程署署長；  
To Director of Electrical & Mechanical Services,

本人現申請獲認可為認可核證團體。  
I hereby apply for recognition as a recognized certification body.

本人謹此聲明，在此申請表格所填報的資料、所作的陳述及一同遞交的文件，全屬真實正確。**警告：如就此項申請作出虛假陳述或失實資料，即屬違法。**

I declare that all particulars, statements and documents submitted herein and with this application form are true and correct. **Warning: It is an offence in law to furnish any false statement or information related to this application.**

申請人姓名：  
Name of the Applicant: \_\_\_\_\_ 簽署日期：  
Date Signed: \_\_\_\_\_

在組織/公司內的職位：  
Position in the Organization/Company: \_\_\_\_\_

申請人簽署：  
Signature of Applicant: \_\_\_\_\_ 公司印章：  
Company Seal: \_\_\_\_\_

A 部：組織/公司資料  
Section A : Particulars of the Organization/Company

組織/公司名稱：  
Name of the Organization/Company: \_\_\_\_\_

合伙人/董事/獲授權人姓名：  
Name(s) of Partner(s)/Director(s)/Authorised Person(s): \_\_\_\_\_

營業地址：  
Business Address: \_\_\_\_\_

商業登記證號碼(如適用)：  
Business Registration Certificate No. (if applicable): \_\_\_\_\_

聯絡電話：  
Contact Tel. No.: \_\_\_\_\_ 傳真號碼：  
Fax No.: \_\_\_\_\_

電郵地址：  
Email Address: \_\_\_\_\_

B 部：組織/公司資格  
Section B : Status of the Organization/Company

請在適當空格內加上「✓」號  
Please tick as appropriate

組織/公司已在國際電工委員會電工產品安全認證組織 C B 體系下，獲接納為國家核證團體。見附註 1.(a)  
Organization which has been accepted as one of the National Certification Bodies under the IECEE CB Scheme. See Note 1.(a)

組織/公司已獲香港實驗所認可計劃/香港認可處的執行人員給予審定。見附註 1.(b)  
Organization which has been granted accreditation by the Hong Kong Laboratory Accreditation Scheme (HOKLAS) / Hong Kong Accreditation Service (HKAS) Executive. See Note 1.(b)

組織/公司已獲與香港實驗所認可計劃/香港認可處執行人員訂立互相認可協議的審定團體給予審定。見附註 1.(c)  
Organization which has been granted accreditation by an accreditation body which has entered into a mutual recognition agreement with the HOKLAS / HKAS Executive. See Note 1.(c)

C 部：B 部所述體系/計劃下的審定範圍

Section C : Scope of Accreditation under the Scheme stated in Section B

	電氣產品種類/類別 Classes/Types of Electrical Products	適用的標準 Standards Applicable
(1)	_____	_____
(2)	_____	_____
(3)	_____	_____
(4)	_____	_____
(5)	_____	_____
(6)	_____	_____
(7)	_____	_____
(8)	_____	_____
(9)	_____	_____
(10)	_____	_____

(如有需要，可另加紙張填寫。如有另加紙張，請在此註明所加數目：\_\_\_\_\_ 張)  
(Use separate sheet if required, and if so, please state the no. of such separate sheet(s) here: \_\_\_\_\_)

D 部：為支持申請而遞交的文件核證副本

Section D : Certified true copies of documents submitted in support of the application

請在適當空格內加上「✓」號

Please tick as appropriate

- 證明組織/公司已在國際電工委員會電工產品安全認證組織 C B 體系下獲接納為國家核證團體的證明書或文件。  
Certificate or document certifying that the Organization/Company has been accepted as one of the NCB under the IECEE CB Scheme.
- 證明組織/公司已獲香港實驗所認可計劃/香港認可處執行人員給予審定的證明書或文件。  
Certificate or document certifying that the Organization/Company had been granted accreditation by the HKAS /HOKLAS Executive.
- 證明組織/公司已獲與香港實驗所認可計劃，香港認可處執行人員訂立互相認可協議的審定團體給予審定的證明書或文件。  
Certificate or document certifying that the Organization/Company had been granted accreditation by an accreditation body which has entered into a mutual recognition agreement with the HKAS / HOKLAS Executive.

E 部：組織/公司的其他資料

Section E : Additional Information of the Organization/Company

除以上 A 至 D 部所載資料外，申請人可另加紙提供組織/公司的其他資料以支持申請，例如：

In addition to Sections A to D above, applicant may wish to provide further details of the organization/company in separate sheet to support the application as appropriate, such as:-

- (a) 商業登記證副本(只適用於本港註冊的公司)；  
Copy of Business Registration Certificate (for companies registered in Hong Kong only);
- (b) 組織/公司的年報；  
Annual report of the organization/company;
- (c) 組織/公司的組織圖表；或  
Organizational chart of the organization/company; or
- (d) 業務範圍及有關經驗等。  
Business scope and relevant experience, etc.

## 表格 RCB-1 備註

### 1. 獲認為認可核證團體

任何組織若具備對某一指明類別電氣產品的安全問題進行測試及予以核證的能力及資源，並符合下列其中一項要求，均有資格申請獲認為認可核證團體：

- 該組織已在國際電工委員會電工產品安全認證組織對安全標準測試結果給予認可的體系(CB 體系)下，獲接納為國家認證團體。
- 該組織已獲香港特別行政區政府工業署管理的香港實驗所認可計劃/創新科技署管理的香港認可處的執行人員給予審定。
- 該組織已獲執行和實施一審定制度及給予審定的審定團體給予審定，而該審定團體已與香港實驗所認可計劃/香港認可處的執行人員訂立互相認可的協議。

每份申請可涵蓋的電氣產品類別，並無限制，但該等產品的核證，必須為獲上述體系/計劃/團體所認可的。

### 2. 申請及繳費辦法

(a) 申請費用如下：

- 申請為獲認為認可核證團體 港幣 5,950 元
- 已在機電工程署註冊的認可核證團體，其後可申請擴大認可範圍，增加電氣產品的類別，這類申請會視作新申請處理，申請人須再行填寫申請表格，填妥後連同申請費遞交 港幣 5,950 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。)

(b) 申請人可親自到九龍灣啟成街 3 號機電工程署總部地下「註冊及許可證辦事處」遞交此申請書及繳交申請費用。

辦公時間： 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

申請人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；
- 祇在星期六上午 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。

(c) 所有支票、匯票及本票均須寫明支付「香港特別行政區政府」並加劃線。切勿寫明支付某一職員。期票概不接納。現金切勿郵寄。

## NOTES TO FORM RCB-1

### 1. RECOGNITION AS RECOGNIZED CERTIFICATION BODY

An organization is qualified to apply for recognition as a recognized certification body if the organization processes the capabilities and resources to test and certify the safety aspects of a specified class of electrical products and satisfies one of the following requirements:

- An organization which has been accepted as one of the National Certification Bodies under the International Electrotechnical Commission System for Conformity Testing to Standards for Safety of Electrical Products (IECEE) for the recognition of results of testing to safety standards (CB Scheme).
- An organization which has been granted accreditation by the Hong Kong Laboratory Accreditation Scheme (HOKLAS) Executive managed by the Industry Department /Hong Kong Accreditation Service (HKAS) Executive managed by the Innovation and Technology Commission of the Government of the Hong Kong Special Administrative Region.
- An organization which has been granted accreditation by an accreditation body which conducts and administers an accreditation system and grants accreditation and has entered into a mutual recognition agreement with the HOKLAS / HKAS Executive.

There is no restriction on the categories of electrical products to be included in each application provided that the certification of these products is recognized by the schemes/bodies as stated above.

### 2. APPLICATION AND PAYMENT INSTRUCTION

(a) The Application Fee is as following:

- The application for recognition as recognized certification body HK\$5,950
- Recognized certification body already registered with Electrical and Mechanical Services Department (EMSD) may wish to apply for extension of the scope of recognition at a later stage on additional categories of electrical products. Such application will be treated as new application and a separate application form together with the application fee HK\$5,950

All fees are subject to revision. (Note: The paid application fee will not be refunded regardless of the result of application.)

(b) Submission of this application form and payment of application fee can be made by the applicant in person at the Registration and Permit Office, Ground Floor, the Electrical & Mechanical Services Department Headquarters, 3 Kai Shing Street, Kowloon Bay.

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

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 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.

(c) Cheques, Drafts and Cashier Orders should be made payable to '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. Cash should not be sent through the post.