





Type	Trade	No. of Persons	Qualification
Professional (Engineer, Naval Architect etc.)			
Supervisory (Foreman, Supervisor, etc.)			

9. Staff : (Continued)

<b>Type</b>	<b>Trade</b>	<b>No. of Persons</b>	<b>Qualification</b>
Labour (Insert Trade & No. in columns provided)			
Others (Diver, Labourers, etc.)			

10. Major and other special equipment found in the applicant's main workshop :

<b>Item</b>	<b>Qty.</b>	<b>Serial Nos.</b>		<b>Item</b>	<b>Qty.</b>	<b>Serial Nos.</b>

11. Miscellaneous (special expertise, equipment, etc.)

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Inspection Report Completed By

Name in block letter : \_\_\_\_\_  
Official Status : \_\_\_\_\_  
Signature : \_\_\_\_\_ Date : \_\_\_\_\_  
Name of Witness : \_\_\_\_\_  
Signature of \_\_\_\_\_ Date : \_\_\_\_\_  
Witness: \_\_\_\_\_

Company's Chop

Note : Valid copies of the following, if applicable, should be prepared for verification and collection by inspection officers.

- I. Business Registration Certificate.
- II. Certificate of Incorporation.
- III. Memorandum and Articles of Association.
- IV. Certificate of Insurance.
- V. Registration with Labour Department or Notification of Establishment of a Notifiable Workplace (FIUO-NOT).
- VI. Name list and sample payroll.
- VII. Electrical Worker Registrations.

## Notes for Guidance

1. The information provided will be used for assessing your suitability for inclusion in the list of contractors of Government Dockyard and may be divulged to departments/agencies to process the information for the mentioned purposes.
2. The supply of information is obligatory. Please ensure that all parts in the form are completed and the information provided is accurate. Failure to do so may affect your suitability for inclusion in the list of contractors of Government Dockyard.
3. For correction of or access to personal data after submission of this form, please contact the following subject officer :-

Clerk-in-charge/Administration and Tender Unit  
Government Dockyard  
Marine Department  
Room A206, 2/F.,  
Administration Building,  
Ngong Shung Road,  
Stonecutters Island, Sham Shui Po,  
Kowloon.  
Tel. : 2307 3573

4. The contractors of Government Dockyard are divided into the following groups/categories :
  - a. Engine & Tailshaft Group I
  - b. Engine & Tailshaft Group II
  - c. Engine Repairs (Specialised Misc.) Group I
  - d. Engine Repairs (Specialised Misc.) Group II
  - e. Hull, Deck & Tailshaft Group I
  - f. Hull, Deck & Tailshaft Group II
  - g. Fuel Injectors & Pump Group I
  - h. Fuel Injectors & Pump Group II
  - i. Inflatable Liferaft Group I
  - j. Inflatable Liferaft Group II
  - k. Navigational Equipment Group I
  - l. Demolition & Salvage of Small Craft Group II