



香港特別行政區政府海事處

MARINE DEPARTMENT
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

證明書副本 / 補領申請表

Application for a Copy / Replacement of Certificate

註：填寫本表格前，請參閱第2頁的「收集個人資料聲明」。

Note: Please read the 'Personal Data Collection Statement' on page 2 before filling in this form.

Particulars of applicant 申請人資料：

Surname 姓				Given Name(s) in full 名			
Name in Chinese 中文姓名		Sex 性別		Date of Birth 出生日期 (DD 日/MM 月/YY 年)			
H.K. Identity Card No. 香港身分證號碼				Seafarer's Employment Registration Book No. 海員僱用登記簿編號			
Home Address 地址							
Contact No. 聯絡電話	Home 住宅			Email 電郵			
	Mobile 手提						

Type of the lost or damaged certificate 遺失或已損毀的證書：

類別及級別 Type and Grade	編號 Certificate number

Reason of loss or damage to the certificate 證書遺失或損毀原因：

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I hereby declare that the above particulars are correct and true to the best of my knowledge and belief.

本人謹此聲明,就本人所知所信,上述所填報的資料均屬正確無訛。

Signature of Applicant 申請人簽署: _____ Date 日期: _____

For Official Use Only 本處專用

Copy Certificate/licence No.:	_____	Date of issue:	_____
Examiner's Remarks:			

Personal Data Collection Statement

收集個人資料聲明

1. Purposes of Collection

The personal data provided by means of this form will be used by Marine Department for the following purposes:

- (a) activities relating to the processing of your application in this form;
- (b) facilitating communication between Marine Department and yourself;
- (c) assisting in the enforcement of any other Ordinances and Regulations by other Government Bureaux and Departments;
- (d) limited personal data of successful applicants may be used via the Marine Department's Internet web site for verification of the issued certificate by any third party;
- (e) for statistics and research purposes on the condition that the resulting statistics or results will not be made available in a form which will identify the data subjects; and

2. Classes of Transferees

The personal data you provided by means of this form may be disclosed to other Government Bureaux and Departments for the purposes mentioned in paragraph 1 above.

3. Access to Personal Data

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.

4. Enquires

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

Officer-in-charge
Seagoing Examination and Mercantile Marine Office
Marine Department
Room 302, 3/F, Harbour Building
38 Pier Road, Central
Hong Kong

1. 收集目的

海事處會使用透過本申請表所獲得的個人資料作下列用途：

- (a) 辦理有關審批你在本申請表中所提出的申請的事務；
- (b) 方便海事處與你聯絡；
- (c) 藉此協助其他政府決策局和部門執行其他法例和規例；
- (d) 成功申請人的有限個人資料會用於海事處的互聯網網頁以供第三者查證本處所發出的證書；
- (e) 供作統計及研究用途，但所得的統計數字或研究成果，不會以能辨識各有關的資料當事人或其中任何人的身份的形式提供；以及

2. 獲轉交資料的部門／人士

你透過本申請表所提供的個人資料會向其他政府部門、決策局及有關機構，以作上述第 1 段所列的用途。

3. 索閱個人資料

根據《個人資料 (私隱) 條例》第 18 及 22 條及附表 1 第 6 條，你有權索閱及修正你的個人資料。你的索閱權包括獲取本申請表所提供的個人資料副本一份。

4. 查詢

有關透過本申請表收集的個人資料的查詢，包括索閱及修正資料，應寄往：

香港
中環統一碼道 38 號
海港政府大樓 3 樓 302 室
遠洋航行考試及商船海員管理處主管