



## 簽發合格證明書(內河航行)申請表

**Application for Issue of a Certificate of Competency (River Trade)**

註：填寫本表格前，請參閱第3和4頁的‘填表須知’及‘收集個人資料聲明’。

Note: Please read the ‘Guidance Notes’ and ‘Personal Data Collection Statement’ on page 3 &amp; 4 before filling in this form.

**1 Type of Certificate of Competency required 申請合格證書種類**

Please select the type of Certificate of Competency required and tick the appropriate box.

請選擇所需合格證書類別，並於適當的方格內加上[✓]號

<b>Deck Department 甲板部</b> a) <input type="checkbox"/> Class 1 一級 b) <input type="checkbox"/> Class 2 二級 c) <input type="checkbox"/> Class 3 三級  Officer in charge of an navigational watch 責航行值班的高級船員	<b>Engine Room Department 輪機部</b> a) <input type="checkbox"/> Class 1 一級 b) <input type="checkbox"/> Class 2 二級 c) <input type="checkbox"/> Class 3 三級  Officer in charge of an engineering watch 負責輪機值班的高級船員	<b>Additional Dangerous Cargo Endorsement 附加危險貨物簽證</b> a) <input type="checkbox"/> Oil Tanker 油輪 b) <input type="checkbox"/> Chemical Tanker 化學品液貨船 c) <input type="checkbox"/> Liquefied Gas Tanker 液化氣體船
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**2 Personal Details 個人資料**

<b>Surname 姓</b> <input type="text"/>	<b>Forenames 名</b> <input type="text"/>
<b>Chinese Name 中文姓名(if applicable 如適用)</b> <input type="text"/>	<b>Sex 性別</b> <input type="checkbox"/>
<b>Passport/Travel Document/Identity Card Number 護照/旅遊證件/身分證編號</b> <input type="text"/>	<b>Date of Birth 出生日期</b> (DD 日/MM 月/YY 年) <input type="text"/>
<b>Home Address 住址</b> <input type="text"/>	<b>Place of Birth 出生地點</b> <input type="text"/>
<b>Tel. 電話</b> <input type="text"/>	<b>Nationality 國籍</b> <input type="text"/>
<b>Email 電郵</b> <input type="text"/>	<b>Date &amp; Place of issue of passport/travel document 護照/旅遊證件發證日期及地方</b> <input type="text"/>
<b>Fax 傳真</b> <input type="text"/>	<b>Company Name and Address for correspondence 公司名稱及通訊地址</b> <input type="text"/>
<b>Seafarer's Employment Registration Book Number 海員僱用登記簿編號</b> <input type="text"/>	<b>Date and Place of Issue of Seafarer's Employment Registration Book 海員僱用登記簿發證日期及地方</b> <input type="text"/>

**3 Certificates of Competency held 現時持有之合格證書**

Class 級別	Certificate No. 證書編號	Issuing Authority 發證機構	Date of Issue 發證日期 (DD 日/MM 月/YY 年)	Date of Expiry 有效日期至 (DD 日/MM 月/YY 年)

4 Training Course attended for Dangerous Cargo Endorsement 已就讀的危險貨物簽證培訓課程		
Title of Course 課程名稱	Training Institutes 培訓機構	Issue Date of Training Certificate 培訓證書簽發日期

5 Dangerous Cargo Endorsements 危險貨物簽證		
For service in Oil Tankers, Chemical Tankers and Liquefied Gas Tankers 適用於油輪，化學品液貨船及液化氣體船上服務		
Type of Dangerous Cargo Endorsement held 持有危險貨物簽證種類	Date of Issue 發證日期 (DD 日/MM 月/YY 年)	Date of Expiry 有效日期至 (DD 日/MM 月/YY 年)

6 Sea Service 航海服務							
Particulars of ship 船隻資料						Date 日期	
Ship's Name 船名	Type of Ship 船隻類別 (Note 9)	Gross Tonnage 總噸	Type of engine (Motor or Steam) and Power 主機類別(內燃機 或蒸氣機)及馬力	Port of Registry and Official No. 註冊港口及註 冊編號	Rank 職級	From 自 (DD 日/MM 月/YY 年)	To 至 (DD 日/MM 月/YY 年)

7 Declaration 聲明書
The penalty for making a false declaration is \$50,000 and imprisonment for two years. 提供虛假資料可被罰款五萬元及監禁兩年

I declare that the information I have given in this application form is as far as I know true and complete. I also declare that I am the rightful holder of the certificate of competency as described in section 3.

本人謹此聲明，在此申請表內所呈報的資料均屬真確，並無遺漏。並在此聲明本人為第三項所填報的合格證書合法持有人。

Signed 簽署

Date 日期

申請人在遞交本申報表前須核對表上所填寫的各項資料。Applicant shall check and verify the information as completed on this form before submission.

## 填表須知

### 一般

1. 本表格適用於台灣地區證書持有人申請香港合格證書。在此情況下簽發的香港合格證書只適用於香港註冊船舶。
2. 請盡可能用英文正楷填寫此表格。
3. 申請人可以親身或以郵寄方式至海事處內河航行及本地考試組(香港中環統一碼頭道38號,海港政府大樓3樓303室)辦理申請手續。
4. 如填寫空位不足,請另外附加紙張填寫。

### 個人資料

5. 姓氏及名字須要參考持有的合格證書填寫。
6. 僱用登記簿指申請人持有的正式航海服務紀錄簿。

### 現時持有之合格證書

7. 申請人須填寫其持有的經過考試合格取得的合格證書(高級甲板船員或輪機師)詳情。

### 危險貨物簽證

8. 申請人如非申請危險貨物簽證,則無須填寫第4及第5部份。

### 船隻類別

9. 請填寫以下船隻類別:貨輪、油船、化學品液貨船或液化氣體船。

### 收費

10. 呈交申請表時必須連同所需費用一起提交。所有支票、滙票和本票受款人均須寫上"香港特別行政區政府",並加以劃線。切勿郵寄現金,未到期的支票將不予接受。所需費用如下:

- |                        |           |
|------------------------|-----------|
| a. 每宗免考試申請香港合格證書       | HK\$1,115 |
| b. 申請合格證書及申請危險貨物簽證同時辦理 | HK\$1,630 |

### 所需文件

11. 每份申請,請連同以下文件一併遞交:
  - a. 經申請人填妥並簽署的申請表正本。
  - b. 申請人的合格證書及危險貨物簽證(如適用)影印副本。該影印副本應清晰可閱並須經由發證當局,或一位適當的公職人員,或公證人核實。
  - c. 申請人的航海服務紀錄簿及護照影印副本。該等影印副本須經僱主核實。

## Guidance Notes

### General

1. This application form is to be used for the application of Hong Kong Certificate of Competency by holders of certificates issued by the Taiwan region authority. The Hong Kong Certificate of Competency issued in this situation will be valid on Hong Kong registered ships only.
2. The form should be completed in English block letters as far as practicable.
3. Applications may be submitted in person or by post to the River Trade and Local Examination Section, Marine Department, Room 303, 3rd Floor, Harbour Building, 38 Pier Road, Central, Hong Kong.
4. Please attach separate sheet if space provided in this application form is insufficient.

### Personal Details

5. Surname and forenames are to be entered with a reference to that on the certificate of competency held by the applicant.
6. Employment Registration Book means the official sea service record book held by the applicant.

### Certificate of Competency held

7. Applicant should enter the details of his certificate of competency obtained via examination as deck officer or marine engineer officer.

### Dangerous Cargo Endorsement

8. Applicant does not need to complete part 4 and 5 if he does not apply for dangerous cargo endorsement.

### Type of Ship

9. Enter the following types of ship: Cargo, Oil Tanker, Chemical Tanker or Liquefied Gas Tanker.

### Fee

10. The prescribed fee must be submitted with the application form. All cheques, drafts and orders should be made payable to "The Government of the HKSAR". Cash should not be sent by post, and post dated cheques will not be accepted. The fees required are as follows:-

- |   |           |
|---|-----------|
| a. For each application of Hong Kong Certificate of Competency without examination                  | HK\$1,115 |
| b. For both application of certificate of competency and application of dangerous cargo endorsement | HK\$1,630 |

### Documents Required

11. Each application should be accompanied by:
  - a. The original of a completed application form signed by the applicant.
  - b. Photocopy of the applicant's certificate of competency and dangerous cargo endorsement (if applicable). The photocopy should be legible and certified true by the issuing authority, or a responsible public official, or a public notary.
  - c. Photocopy of the applicant's Sea Service Record Book and Passport. The photocopy should be certified true by the employer.

- d. 由認可醫生簽發的有效健康證明書或其核實副本。健康證明書的有效期：-
- i 就 55 歲以下的海員而言，有效期最長為 2 年；或
  - ii 就 55 歲或以上或在散裝化學品運載船上服務或擬在該類船舶上服務的海員而言，有效期最長為 1 年。
- e. 申請人在提交申請表時，必須連同兩張適用於護照的相片 (50 毫米 X 40 毫米)。相片須顯示申請人無帽全貌，及每張相片背面清楚寫上姓名。
- f. 以上第 10 段所訂明的費用。

按照《商船(本地船隻)條例》(第 548 章)第 22 條的規定，任何人如為自己或他人取得本地合格證明書，作出或協助作出任何虛假陳述，或促使作出任何虛假陳述，即屬犯罪，一經定罪，可處罰款 10,000 元及監禁 6 個月。

### **收集個人資料聲明**

#### **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) 供作法例規定、授權或准許的其他合法用途；
- (d) 成功申請人的有限個人資料可能供第三者用於經海事處的互聯網網頁查證已發出的證書；以及
- (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。

你必須提供本申請表格所要求的個人資料。假如你未能提供所需資料，你的申請可能不獲接納。

#### **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，你有權索閱和修正你的個人資料。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：

香港中環統一碼頭 38 號海港政府大樓 3 樓 303 室海事處內河航行及本地考試組主管。

- d. A certified true copy of valid certificate of medical fitness issued by an approved medical practitioner. The certificate of medical fitness:-
- i is not to be valid for more than two years from the date of issue in respect of a seafarer below 55 years of age; or
  - ii is not to be valid for more than one year from the date of issue in respect of a seafarer 55 year of age and over or in respect of a seafarer serving or intending to serve on bulk chemical carriers.
- e. Two passport size photographs (50 mm x 40 mm) must accompany the application form. The photographs should show the full face without any hat. The name of the applicant should be printed on the back of each photograph.
- f. The prescribed fee as stipulated in paragraph 10 above.

Under section 22 of the Merchant Shipping (Local Vessels) Ordinance (Cap. 548), any person who makes, assists in making or procures to be made any false representation for the purpose of procuring, either for himself or for any other person, a local certificate of competency; commits an offence and is liable on conviction to a fine of \$10,000 and to imprisonment for 6 months.

### **Personal Data Collection Statement**

#### **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 the Marine Department and yourself;
- (c) for any other legitimate purposes as may be required, authorized or permitted by law;
- (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; and
- (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.

It is obligatory for you to supply the personal data as required by this form. If you fail to supply the required data, your application may be refused.

#### **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, River Trade and Local Examination Section, Marine Department, Room 303, 3/F, Harbour Building, 38 Pier Road, Central, Hong Kong.