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**運輸署牌照及駕駛事務顧客聯絡小組申請表**  
**Application Form for Joining the Licensing and Driving Services Customer Liaison**  
**Group, Transport Department**

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運輸署署長:

Commissioner for Transport,

我希望加入運輸署牌照及駕駛事務顧客聯絡小組，成為成員之一。我的個人資料如下:

I would like to serve as a member of the Licensing and Driving Services Customer Liaison Group, Transport Department. My personal particulars are as follows:

姓名(英文): \_\_\_\_\_ 性別: \_\_\_\_\_  
Name in English: \_\_\_\_\_ Sex: \_\_\_\_\_

姓名(中文): \_\_\_\_\_ 身份證號碼: \_\_\_\_\_  
Name in Chinese: \_\_\_\_\_ Identity Card No.: \_\_\_\_\_

出生日期: \_\_\_\_\_ 國籍: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

自何時起在香港定居: \_\_\_\_\_  
Residence in H.K. since: \_\_\_\_\_

住宅地址: (中文) \_\_\_\_\_  
Residential (Chinese) Address: \_\_\_\_\_

\_\_\_\_\_  
(英文)  
(English)

住宅電話號碼: \_\_\_\_\_ 住宅傳真號碼: \_\_\_\_\_  
Home Telephone No.: \_\_\_\_\_ Home Facsimile No.: \_\_\_\_\_

電郵地址: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

職業/職位 Occupation/Post \_\_\_\_\_ 公司/機構 Company/Organization: \_\_\_\_\_

(1) \_\_\_\_\_

(2) \_\_\_\_\_

辦公室地址: (中文) \_\_\_\_\_  
Office (Chinese) Address: \_\_\_\_\_

\_\_\_\_\_  
(英文)  
(English)

辦公室電話號碼: \_\_\_\_\_ 辦公室傳真號碼: \_\_\_\_\_  
Office Telephone No.: \_\_\_\_\_ Office Facsimile No.: \_\_\_\_\_

通訊地址: \_\_\_\_\_  
Correspondence Address: \_\_\_\_\_

住宅地址 Residential Address  辦公室地址 Office Address

教育程度:  小學  中學  預科或大專  大學  其他  
Education : Primary Secondary Post-secondary University Others

專業資格: \_\_\_\_\_  
Professional Qualification :

婚姻狀況:  未婚  已婚  其他  
Marital Status : Single Married Others  
Please specify (請說明) \_\_\_\_\_

通曉語言  
Language (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_

擁有駕駛執照  是  否  
In possession of driving licence Yes No

若有,請列明可駕駛車輛的類別:  
If yes, please specify class : \_\_\_\_\_

擁有車輛  是  否  
In possession of vehicle: Yes No

若有,請列明所擁有車輛的登記號碼:  
If yes, please specify vehicle registration mark(s) : \_\_\_\_\_

社區服務紀錄/政府委員會:  
Record of Community Services/Government Boards and Committees :

| 團體/委員會<br>Association/Boards or Committee | 職位<br>Post | 日期 Date |      |
|-------------------------------------------|------------|---------|------|
|                                           |            | 由 From  | 至 To |
|                                           |            |         |      |

參加顧客聯絡小組的原因:  
Reasons for joining the Customer Liaison Group:

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

日期 Date

簽署 Signature

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## I 運輸署牌照及駕駛事務顧客聯絡小組簡介 Introduction of the Licensing and Driving Services Customer Liaison Group, Transport Department

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### 成立小組目的 Purpose of Setting up the Customer Liaison Group

1. 運輸署為提供高質素及有效率的服務，在 1993 年 9 月構思成立顧客聯絡小組，收集顧客對牌照服務及駕駛事務的意見和建議。  
Committed to providing high quality and effective services to the public, the Transport Department (TD) conceived the setting up of Customer Liaison Group (CLG) for licensing and driving services in September 1993.

### 職權範圍 Terms of Reference

2. 小組提供有關運輸署牌照服務及駕駛事務的意見和建議，以進一步提昇有關服務水平。小組不討論有關政策或財政事宜。  
The CLG provides feedback and suggestions on TD's licensing and driving services with a view to further enhancing the level of such services. The CLG's discussion will not involve policy or fiscal issues.

### 結構 Composition

3. 小組主席由運輸署助理署長擔任，而成員由運輸署署長委任。市民可申請加入為小組成員。  
The CLG is chaired by an Assistant Commissioner of TD and its members are appointed by the Commissioner for Transport. Members of the public can apply to join as members of the CLG.
4. 所有成員均以個人身分參加小組活動，而此舉與其個人業務不應有利益衝突。不論在公開場合或小組會議上，成員公開或在會議上發表的意見，純屬其個人意見，小組和運輸署概不負責。  
All customers participate in the activities of the CLG in their own personal capacity. Their participation in the CLG should not have any conflict of interest with their own businesses. Their views expressed either publicly or in the meeting shall represent their own personal opinion only. The Group and TD shall not be responsible for the views so expressed.

### 任期 Terms of Service

5. 現時小組成員任期為二年。任期屆滿後，運輸署會重新考慮委任事宜。  
Presently, the terms of appointment of CLG members are for two years. Upon expiry of the term, TD will consider the appointment of next term's CLG members.

### 報酬 Remuneration

6. 成員參加小組的會議或活動，不會得到任何形式的報酬。  
No remuneration of any form will be made to CLG members for their attendance in the meetings/activities.

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## II 交回表格地點 Place of Submission

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你填妥申請表格後，可寄往:

Please submit your application by post:

香港金鐘道 95 號  
統一中心 3 樓  
運輸署牌照及駕駛事務  
顧客聯絡小組秘書

Secretary of the Licensing and Driving Services  
Customer Liaison Group, Transport Department,  
3/F, United Centre, 95 Queensway,  
Hong Kong.

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## III 關於你個人資料的說明 Notes About Your Personal Data

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### 收集目的 Purposes of Collection

1. 運輸署會使用透過本表格所獲得的個人資料作下列用途:  
The personal data provided by means of this form will be used by Transport Department for the following purposes:
  - (a) 辦理有關審批你在本表格中所提出的申請;及  
activities relating to the processing of your application in this form; and
  - (b) 方便運輸署與你聯絡  
facilitating communication between Transport Department and yourself.
2. 你必須提供本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。  
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.

### 索閱個人資料 Access to Personal Data

3. 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表格所提供的個人資料副本一份。  
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.

### 查詢 Enquiries

4. 有關透過本表格收集的個人資料的查詢，包括索閱及修正資料，應寄往運輸署牌照及駕駛事務顧客聯絡小組秘書 (請參閱以上第 II 項)  
Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to the Secretary of the Licensing and Driving Services Customer Liaison Group, Transport Department (please refer to Item II at the above).