

**Professional Workshops on Data Protection Enrolment Form – MAY 2014**  
**保障個人資料專業研習班 報名表 – 2014 年 5 月份**  
**(Closing date for application: 29 April 2014) / (截止報名日期: 2014 年 4 月 29 日)**

**Procedure for Enrolment 報名手續**

1. Please refer to the timetable on [www.pcpd.org.hk/english/activities/workshop.html](http://www.pcpd.org.hk/english/activities/workshop.html) to check whether the preferred class is still available.  
請參照[www.pcpd.org.hk/chinese/activities/workshop.html](http://www.pcpd.org.hk/chinese/activities/workshop.html)上的時間表，查閱報讀課程的情況。
2. Follow the instructions at [www.pcpd.org.hk/english/activities/workshop.html#enrol](http://www.pcpd.org.hk/english/activities/workshop.html#enrol) to upload the completed enrolment form(s) before the closing date.  
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3. Receive notification from us by email or by phone in a week after the closing date. Please **DO NOT send cheque payment until you are notified of the enrolment status.**  
你會在截止報名日期後一星期內收到公署的電郵或電話通知，確認報名情況。在此之前，毋須繳交費用。
4. Send a crossed cheque (with your full name at the back) payable to “Privacy Commissioner For Personal Data” together with the original enrolment form by post to Manager (Corporate Communications), Office of the Privacy Commissioner for Personal Data, 12/F, 248 Queen’s Road East, Wanchai, Hong Kong.  
收到通知後，將已填妥的報名表格正本連同劃線支票(抬頭人為「個人資料私隱專員」，背面請寫上你的姓名)，寄往香港灣仔皇后大道東248號12樓個人資料私隱專員公署 經理(機構傳訊)。
5. The PCPD will send you a confirmation email upon receipt of the full payment.  
公署在收到應繳費用後，會向申請人發送電郵作實。
6. Enquiry: Please e-mail to [workshop@pcpd.org.hk](mailto:workshop@pcpd.org.hk).  
查詢：請電郵至[workshop@pcpd.org.hk](mailto:workshop@pcpd.org.hk)。

**Applicant’s Information 申請人資料**

Full Name 全名: \_\_\_\_\_ Email 電郵: \_\_\_\_\_

Organisation Name 機構名稱: \_\_\_\_\_

Position 職位: \_\_\_\_\_ Telephone 電話: \_\_\_\_\_

Contact Person (if any) 聯絡人(如有): \_\_\_\_\_  
(for sending official receipt)

Mailing Address: 郵遞地址: \_\_\_\_\_  
(郵寄收據用)

Supporting organisation you belong/your organisation belongs to:  
For the list of the supporting organisations, please visit [www.pcpd.org.hk/english/activities/workshop.html](http://www.pcpd.org.hk/english/activities/workshop.html).)

所屬支持機構名稱: \_\_\_\_\_  
(請瀏覽 [www.pcpd.org.hk/chinese/activities/workshop.html](http://www.pcpd.org.hk/chinese/activities/workshop.html) 查閱支持機構名單)

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Verified by CCD: 核對人員

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為公署進行上述研習班的目的，你必須提供表格上要求的資料。你有權要求查閱及改正公署所持有你的個人資料。查閱或改正該等資料，可用書面向首席個人資料主任提出，地址為香港灣仔皇后大道東 248 號 12 樓。

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**Venue:** Conference Room, the PCPD, Room 1301, 13/F, 248 Queen's Road East, Wanchai  
**地點:** 灣仔皇后大道東 248 號 13 樓 1301 室 個人資料私隱專員公署會議室  
**Time:** 2:15pm - 5:15pm  
**時間:** 下午 2 時 15 分 – 5 時 15 分

Please select the course(s) (tick as appropriate):

請選擇 (適當空格加上√號):

	Date 日期	Course Code 課程編號	Course 課程名稱	Medium of Instruction 授課語言	Standard Fee 標準費用	Discounted Fee 優惠費用
<input type="checkbox"/>	13/05/2014	CPD-35	Legal Workshop on Data Protection* 資料保障法律研習班*	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	14/05/2014	INS-18	Data Protection in Insurance#* 保險業的資料保障#*	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	15/05/2014	BF-39	Data Protection in Banking/Financial Services* 銀行/金融服務的資料保障	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	19/05/2014	DAR-28	Data Protection and Data Access Request^* 資料保障與查閱資料要求^*	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	20/05/2014	CPD-36	Legal Workshop on Data Protection* 資料保障法律研習班*	English 英語	\$500	<b>\$400</b>
<input type="checkbox"/>	23/05/2014	HR-27	Data Protection in Human Resource Management^ 人力資源管理的資料保障^	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	26/05/2014	ICT-9	Latest ICT and Data Protection 最新的資訊及通訊科技與資料保障	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	28/05/2014	DM-54	Data Protection in Direct Marketing Activities^* 直接促銷活動的資料保障^*	Cantonese 粵語	\$500	<b>\$400</b>

\* Accreditation by the Law Society of Hong Kong is being sought. 現正向香港律師會申請成為認可專業進修課程。

^Accreditation under the Insurance Intermediaries Quality Assurance Scheme by the Office of the Commissioner of Insurance is being sought.  
現正向保險業監理處申請保險中介人素質保證計劃下的 3 小時持續專業培訓活動學分。

# 3 CPD points will be awarded under the Insurance Intermediaries Quality Assurance Scheme.

本課程已獲得保險中介人素質保證計劃下的 3 小時持續專業培訓活動學分。

I  require/ do not require these CPD points. 本人  需要/ 不需要 此持續專業培訓活動學分。

All the course materials are in English. 所有課程教材均使用英文。

### Payment 付款資料

After you are notified of the enrolment status, please complete this part and send the original form with the cheque payment to the PCPD.

請在收到公署通知後，於表格正本上填寫此部分，然後將表格正本連同劃線支票郵寄至公署。

Cheque No. 支票號碼: \_\_\_\_\_ Amount 金額: \_\_\_\_\_ Bank 銀行: \_\_\_\_\_

Issue official receipt to 收據抬頭:  applicant's name 申請人  organisation name 機構名稱

(please tick as appropriate) (請在適當空格加上√號)

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**Please read the important notes and check the box below before submitting the form.**

**在遞交表格前，請先細閱下列重要事項，並須在空格加上√號。**

1. Each applicant should complete a separate enrolment form.  
每位申請者須獨立填寫一份申請表格。
2. The PCPD will not accept any changes or alterations after the payment has been processed.  
繳款過後恕不接受任何更改或取消。
3. Application will be accepted on a first-come-first-served basis.  
公署會以先到先得方式接受報名。
4. No refund will be made unless the workshop is cancelled by the PCPD.  
In the event of cancellation, the only liability of the PCPD is to refund all the fees paid.  
除非公署取消研習班，否則已繳款項概不退還。如研習班被取消，公署只負責退還已繳款項。
5. Members of the supporting organisations are entitled to a 20% discount on the fee. Confirmation of the enrolment is subject to verification of membership.  
支持機構成員可享學費八折優惠，申請需經核實方可確認。

**I have read and understood the important notes above.**

本人已細閱及明白報名的重要事項，並同意遵守有關安排。

Date 日期：\_\_\_\_\_

**Professional Workshops on Data Protection Enrolment Form – JUNE 2014**  
**保障個人資料專業研習班 報名表 – 2014 年 6 月份**  
**(Closing date for application: 22 May 2014) / (截止報名日期: 2014 年 5 月 22 日)**

**Procedure for Enrolment 報名手續**

1. Please refer to the timetable on [www.pcpd.org.hk/english/activities/workshop.html](http://www.pcpd.org.hk/english/activities/workshop.html) to check whether the preferred class is still available.  
請參照[www.pcpd.org.hk/chinese/activities/workshop.html](http://www.pcpd.org.hk/chinese/activities/workshop.html)上的時間表，查閱報讀課程的情況。
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查詢：請電郵至[workshop@pcpd.org.hk](mailto:workshop@pcpd.org.hk)。

**Applicant’s Information 申請人資料**

Full Name 全名: \_\_\_\_\_ Email 電郵: \_\_\_\_\_

Organisation Name 機構名稱: \_\_\_\_\_

Position 職位: \_\_\_\_\_ Telephone 電話: \_\_\_\_\_

Contact Person (if any) 聯絡人(如有): \_\_\_\_\_  
(for sending official receipt)

Mailing Address: 郵遞地址: \_\_\_\_\_  
(郵寄收據用)

Supporting organisation you belong/your organisation belongs to:  
For the list of the supporting organisations, please visit [www.pcpd.org.hk/english/activities/workshop.html](http://www.pcpd.org.hk/english/activities/workshop.html).

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**Course Details 課程資料****Venue: Conference Room, the PCPD, Room 1301, 13/F, 248 Queen's Road East, Wanchai****地點: 灣仔皇后大道東 248 號 13 樓 1301 室 個人資料私隱專員公署會議室****Time: 2:15pm - 5:15pm****時間: 下午 2 時 15 分 - 5 時 15 分**

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	Date 日期	Course Code 課程編號	Course 課程名稱	Medium of Instruction 授課語言	Standard Fee 標準費用	Discounted Fee 優惠費用
<input type="checkbox"/>	05/06/2014	IT-17	Data Protection in Internal IT Management 內部資訊科技管理的資料保障	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	09/06/2014	DAR-29	Data Protection and Data Access Request <sup>^*</sup> 資料保障與查閱資料要求 <sup>^*</sup>	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	11/06/2014	CPD-37	Legal Workshop on Data Protection* 資料保障法律研習班*	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	12/06/2014	HR-28	Data Protection in Human Resource Management <sup>^</sup> 人力資源管理的資料保障 <sup>^</sup>	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	17/06/2014	BF-40	Data Protection in Banking/Financial Services* 銀行/金融服務的資料保障*	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	18/06/2014	DM-55	Data Protection in Direct Marketing Activities <sup>^*</sup> 直接促銷活動的資料保障 <sup>^*</sup>	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	19/06/2014	CPD-38	Legal Workshop on Data Protection* 資料保障法律研習班*	English 英語	\$500	<b>\$400</b>
<input type="checkbox"/>	23/06/2014	INS-19	Data Protection in Insurance <sup>#*</sup> 保險業的資料保障 <sup>#*</sup>	Cantonese 粵語	\$500	<b>\$400</b>
<input type="checkbox"/>	25/06/2014	DAR-30	Data Protection and Data Access Request <sup>^*</sup> 資料保障與查閱資料要求 <sup>^*</sup>	Cantonese 粵語	\$500	<b>\$400</b>

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Date 日期： \_\_\_\_\_