



進入及佔用許可證申請表
Application for Entry and Occupation Permit

(表格修訂日期：05/2025)

申請資料 Application Information

1. 申請人姓名 Name of Applicant 申請人職位 Position of Applicant..... 電話 Telephone: 電郵地址 E-mail Address	2. 佔用/施工位置 Location of Occupation/ Workplace 「職安健星級企業－懸空式棚架」安全認可計劃 (工地安全考核) 模擬場景 施工日期 Date of Work.....至 To..... 時段 Time至 To.....
3. 機構/公司名稱 Name of Organisation/ Company..... 地址 Address.....	4. 佔用/施工用途 Purpose of Occupation/ Workplace 車輛車牌號碼 Vehicle No.:

佔用/施工內容 Details of Occupation/Task

是次佔用/施工已作出下列安全相關安排 (須提供相關記錄作為憑證) The following safety arrangements have been made for this occupation/construction (Relevant Records Shall be Provided with this Application as Evidence)	申請項目涉及工程施工 Application involved construction works 是 Yes <input type="checkbox"/> 否 No <input type="checkbox"/>		
	有 Yes	沒有 No	備註 Remarks
	I) 施工方案 Method Statement	<input type="checkbox"/>	<input type="checkbox"/>
II) 風險評估 Risk Assessment	<input type="checkbox"/>	<input type="checkbox"/>	
III) 工程人員名單及其資歷證明 List of work team members and their qualifications	<input type="checkbox"/>	<input type="checkbox"/>	
IV) 提供致命區域控制和個人防護裝備 Provision of fatal zone control and PPE	<input type="checkbox"/>	<input type="checkbox"/>	
V) 僱員補償保險 (「勞保」) 文件紀錄 Employee compensation insurance documentation	<input type="checkbox"/>	<input type="checkbox"/>	
VI) 已委託建造業建會代辦「公眾責任保險」 Public liability insurance arranged via the Construction Industry Council	<input type="checkbox"/>	<input type="checkbox"/>	
VII) 已向勞工處遞交之相關【「狗臂架」懸空式棚架通知表格】 Notification Form for Truss-out Bamboo Scaffolds Submitted to the Labour Department	<input type="checkbox"/>	<input type="checkbox"/>	
VIII) 工程人員已完成香港建造業工藝測試中心提供的「場地使用及安全簡介」 Work team members have completed the general conditions and safety briefing provided by the Hong Kong Construction Industry Trade Testing Centre	<input type="checkbox"/>	<input type="checkbox"/>	

本人聲明上面各項填報詳情均為正確無訛，並明白必須完全遵守香港建造業工藝測試中心 (「中心」) 所有安全要求。
I declare that all the particulars given above are true and correct and will fully comply with all safety requirements issued by the Hong Kong Construction Industry Trade Testing Centre ("HKCITTC").

申請人簽署 Signature of Applicant :.....	日期 Date : (DD/MM/YYYY)
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此欄由內部填寫 For internal use only		
Date Received	Remarks/Additional Information	By : Date : (DD/MM/YYYY)

備注 Remarks
1. 本中心可拒絕任何申請。申請人除非已領有許可證或獲得豁免，否則切勿進入中心範圍。 The issue of a permit application may be refused. Applicant SHOULD NOT enter the HKCITTC unless and until a permit has been granted or exempted.
2. 申請人如由於虛報任何事實而導致獲簽發許可證，該證則即時取消。 The HKCITTC may cancel a permit if the permit was issued as a result of false representation of any fact made by the applicant.
3. 申請人及相關工作人員其如由於違反任何安全要求，中心人員則可隨時取消該證並要求即時離開。 Applicants and their work teams must not violate any safety requirements, the HKCITTC staff may cancel a permit and required to leave immediately.