

防疫抗疫基金
Anti-epidemic Fund
建造業僱主聘用臨時僱員補助金
Subsidies for Employers in the
Construction Sector with Employment of Casual Employees
授權及聲明書
Authorisation and Declaration Form

請填妥及以電郵方式(essc_application@devb.gov.hk)提交申請表、承諾書、本授權及聲明書和有關證明文件副本以申請防疫抗疫基金下建造業僱主聘用臨時僱員補助金(補助金計劃)。如中、英文兩個版本有任何抵觸或不相符之處，應以英文版本為準。承諾書的中文版本只供參考。申請者只需填妥及提交承諾書的英文版本。除特別註明外，本授權及聲明書內的條款及定義與申請表相同。

Please submit the completed Application Form, Undertaking Form, this Authorisation and Declaration Form and a copy of the supporting documents by email (essc_application@devb.gov.hk) for applying the subsidies for employers in the construction sector with employment of casual employees under the Anti-epidemic Fund ("the Subsidy Scheme"). If there is any inconsistency or ambiguity between the English version and the Chinese version, the English version shall prevail. The Chinese version of the Undertaking Form is for reference. The applicant should complete and submit the English version of the Undertaking Form only. Unless otherwise specified, the terms and definitions used in this Authorisation and Declaration Form shall be the same as those used in the Application Form.

第一部 關於申請表 B 部的授權

(註：請在下列空格加上剔號以標示你同意作出以下授權。)

Part 1 Authorisation in respect of Part B of the Application Form

(Note: Please tick the checkboxes to indicate your agreement to give the below authorisations.)

- 申請表 A1 項所載的公司(公司)現授權申請表 B1 項所載的強積金受託人(受託人)，向政府及其代理人提供由該／該等強積金受託人發出的強積金紀錄，內載公司在二零二零年三月一日至三月三十一日期間及補助期內，在建造業行業計劃下所作強積金供款的相關資料(強積金紀錄)，包括但不限於公司所參與強積金計劃下的公司名稱、公司參與的強積金計劃名稱、僱主參與編號、二零二零年三月及在補助期內任何一個曆月的合資格僱員人數及相關收入，以及公司作出的供款(相關資料)，以使用作審批、核實、評估和處理本申請，以及就本申請(如獲批准)進行抽查。

The company as specified in item A1 of the Application Form ("the Company") hereby authorises the MPF Trustee(s) as specified in item B1 of the Application Form ("the MPF Trustee(s)") to provide the Government and its agents with the MPF record(s) issued by the MPF Trustee(s) containing information related to the Company's MPF contributions under the Industry Scheme(s) for the construction industry during the period from 1 to 31 March 2020 and the Subsidy Period ("the MPF record(s)"), including but not limited to the Company's name in, and the name of, the MPF Scheme(s) in which the Company participated, employer's participation number(s), the number and relevant income of the qualified employees (March 2020) and the qualified employees in any particular calendar month during the Subsidy Period and the contributions made by the Company ("the Relevant Information") for the purposes of vetting, verifying, assessing and processing of this application, and conducting spot-checks on this application (if approved).

- 公司現授權政府及其代理人接收強積金紀錄，並把強積金紀錄內載的相關資料用作(a)審批、核實、評估和處理本申請；(b)就本申請(如獲批准)進行抽查；(c)監察和處理在補助金計劃下與補助相關的爭議和跟進事宜；以及(d)作統計用途。公司同意政府及其代理人對公司與申請表 B1 項所載強積金受託人之間的關係不承擔任何責任。

The Company hereby authorises the Government and its agents to receive the MPF record(s), and use the Relevant Information stated on the MPF record(s) for the purposes of (a) vetting, verifying, assessing and processing of this application; (b) conducting spot-checks on this application (if approved); (c) monitoring, handling of disputes and follow-up issues in relation to the subsidies under the Subsidy Scheme; and (d) statistical uses. The Company agrees that the Government and its agents will not be liable to any responsibilities between the Company and the MPF Trustee(s).

- 公司確認作出上述授權後，強積金受託人會把強積金紀錄直接送交政府及其代理人。公司亦可要求其強積金受託人提供強積金紀錄，以作參考。公司確認上述授權純屬自願，假如未能作出上述授權，或會導致政府及其代理人無法處理本申請。

The Company acknowledges that with the Company's above authorisations, the MPF Trustee(s) will forward the MPF record(s) to the Government and its agents directly. The Company may also request its MPF Trustee(s) to provide the MPF record(s) for its reference. The Company acknowledges that the above authorisations are given voluntarily and failure to give the above authorisations may render the Government and its agents not be able to process this application.

第二部 聲明

Part 2 Declaration

- (a) 本人(即本授權及聲明書簽署人)謹此聲明，本人獲正式授權，代表公司簽署本授權及聲明書。

I, the signatory of this Authorisation and Declaration Form, declare that I am duly authorised by the Company to sign this Authorisation and Declaration Form for and on behalf of the Company.

- (b) 本人已閱讀「個人資料收集聲明」，並完全明白有關內容。

I have read the "Personal Information Collection Statement" and fully understand its content.

- (c) 本人同意，政府及其代理人獲授權與政府決策局／部門或其他相關機構聯絡，以核實或澄清本人就本申請所提供的資料，以作進一步處理。

I agree that the Government and its agents are authorised to approach government bureaux / departments or other relevant organisations for verification or clarification of the information that I have provided in connection with this application for further processing.

- (d) 本人同意並承諾，如政府就補助金計劃向公司支付的款項超過既定款額，或因任何原因誤向公司支付任何款項，本人定當立即通知政府或其代理人，並退回任何多付或誤付的款項。就此，本人現授權銀行從有關帳戶扣除經政府及其代理人核實為多付或誤付的款項，並同意賠償政府可能出現或招致的損失、損害賠償、費用、收費或支出，其中可能包括因延遲或未能退回多付或誤付的款項而出現的情況。

I agree and undertake to notify the Government or its agents forthwith of any overpayment or any payment by mistake for whatever reason to the Company under the Subsidy Scheme and refund the same to the Government. In this respect, I hereby authorise the bank to debit the bank account with such amount certified by the Government and its agents as overpayment or payment by mistake, and agree to indemnify the Government against any losses, damages, costs, charges and expenses which the Government may sustain or incur, which may include those as a result of delay in returning or failure to return such overpayment or payment by mistake.

- (e) 本人明白，每名合資格申請者只可提交一份申請，重覆提交的申請將不獲處理。

I understand that only one application may be submitted for each eligible applicant. Duplicate submission will not be processed.

- (f) 本人聲明，申請表所提供的資料及有關證明文件均屬真實、完整及準確無訛。本人聲明，本公司為二零二零年三月份合資格僱員作出強積金供款之日已參加為建造業而設的強積金「行業計劃」。本人明白，倘若本人蓄意或存心虛報或隱瞞任何資料，或錯誤引導政府或其代理人，以獲取補助金計劃的款項，則(i)本申請將不獲批准，如已獲批准亦會被撤銷；(ii)政府有權向公司全數索回已批出的補助金；以及(iii)公司可因虛報或隱瞞資料而負上任何法律後果。

I declare that the information provided in the Application Form and the supporting documents are true, complete and accurate. I declare that the Company was registered under the MPF Industry Scheme(s) for construction industry on the date when the Company made MPF contributions for the qualified employees (March 2020). I understand that if I knowingly or willfully make any false statement or withhold any information, or otherwise mislead the Government or its agents for the purpose of obtaining payment under the Subsidy Scheme, (i) this application will not be approved or such approval if given will be revoked; (ii) the Government shall be entitled to demand return of the approved subsidy in full from the Company; and (iii) the Company may be held liable for any legal consequences arising from the provision of false statement / information.

- (g) 本人同意，如出現以下情況，政府並無責任處理在補助金計劃下的申請或付款事宜：
I agree that the Government shall have no obligation to process the application or to make any payment under the Subsidy Scheme if:
- i) 本人在任何時候被發現向政府或其代理人提供的資料／文件屬虛假、不完整、不準確、不正確或具誤導性；或
any information/document(s) provided by me to the Government or its agents is at any time found to be false, incomplete, inaccurate, incorrect or misleading; or
 - ii) 公司不符合資格收取補助金計劃的任何款項。
the Company is not eligible to receive any payment under the Subsidy Scheme.
- (h) 為方便政府或其代理人進行抽查，本人同意保存已填妥的申請表、承諾書、授權及聲明書及證明文件正本最少七年，並會按要求立即向政府或其代理人提供上述任何或全部文件。
To facilitate the Government or its agents to conduct spot-checks, I agree to keep the original of the completed Application Form, Undertaking Form, and Authorisation and Declaration Form as well as the supporting documents for at least seven years and provide any or all of the aforesaid documents to the Government or its agents forthwith upon request.
- (i) 本人明白政府將公布已在補助金計劃下領取補助的申請者名稱、受惠僱員總數及補助金總額。本人同意若本申請獲批，政府可披露本公司名稱、受惠僱員總數及補助金總額。本人明白及同意如第三者利用該等資料對本公司造成或帶來任何負面影響（包括但不限於金錢或聲譽上的損失、律師費用），政府將一概不負責。
I understand that the Government will publish the name of the applicants who have received the subsidies under the Subsidy Scheme, the total number of employees benefited and the total amount of subsidies received. I agree that if this application is approved, the Government can publish the name of the Company, the total number of employees benefited and the total amount of subsidies received. I understand and agree that the Government shall not be responsible for any adverse impact on the Company (including but not limited to financial or reputational losses and legal costs) caused or brought about by the use of such information by any third party.
- (j) 本人現代表公司聲明，本人已細閱申請表、承諾書和授權及聲明書的所有部分，並完全明白其中內容。
On behalf of the Company, I now declare that I have carefully read all parts of the Application Form, the Undertaking Form, and the Authorisation and Declaration Form and fully understand the contents thereof.

獲授權簽署人簽署 Signature of Authorised Signatory	公司印鑑 Company Chop
公司名稱(中文) (以正楷填寫)： Company Name (Chinese) (in block letters):	
公司名稱(英文) (以正楷填寫)： Company Name (English) (in block letters):	
獲授權簽署人姓名(以正楷填寫)： Name of authorised signatory (in block letters):	
獲授權簽署人職銜： Post-title of authorised signatory:	
日期： Date:	

個人資料收集聲明

Personal Information Collection Statement

收集資料的目的：香港特別行政區政府(政府)及其代理人會就補助金計劃使用申請表中及附交的資料(資料)，作下列一項或多項用途或作任何直接有關的用途：

Purpose of Collection: The data provided in and attached to the Application Form ("the Data") in respect of the Subsidy Scheme will be used by the Government of the Hong Kong Special Administrative Region ("the Government") and its agents for one or more of the following purposes and any directly related purpose:

- i) 在補助金計劃下辦理申請及領取款項事宜(如適用)，並在有需要時就補助金計劃相關的事宜與你聯絡；
to process application and payment (if applicable) under the Subsidy Scheme and if required, to communicate with you for matters relating to the Subsidy Scheme;
- ii) 執行補助金計劃，包括但不限於發放補助金計劃相關款項，並就申請進行抽查；以及
to administer the Subsidy Scheme, including but not limited to effecting payment and conducting spot-checks on applications under the Subsidy Scheme; and
- iii) 作法律規定、授權或准許的任何其他用途。
any other purposes as may be required, authorised or permitted by law.

你所提供的資料純屬自願，但如你沒有根據申請表的規定提供所有資料，有關申請可能無法處理。

It is voluntary for you to supply the Data but if you fail to supply any of the data required by the Application Form, the application may not be processed.

資料轉交的類別：你所提供的資料或會向相關政府決策局和部門及其代理人、銀行及資料的其他承轉人或其他參與補助金計劃的行政及運作的各方披露，以作上述用途。

Classes of Transferees: The Data you provide may be disclosed to relevant bureaux and departments of the Government, their agents, banks and other transferees and any other parties involved in the administration and operation of the Subsidy Scheme for the purposes mentioned above.

查閱個人資料：除了《個人資料(私隱)條例》(第 486 章)規定的豁免範圍之外，你有權要求查閱和更改申請表上未被刪除的個人資料。

Access to Personal Data: Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in the Application Form when the data have not been erased.

查詢：你的要求或查詢可經電郵(電郵地址：wbenq@devb.gov.hk)或郵遞方式提交香港添馬添美道二號政府總部西翼十八樓發展局。

Enquiries: Your requests or enquiries should be addressed by email (email address: wbenq@devb.gov.hk), or by post to Development Bureau at 18/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong.