

Smoking (Public Health) Ordinance Exhibition Boards on Designated No Smoking Areas Application Form

To assist managers of statutory no smoking areas to publicize the no smoking requirement in their premises, a set of exhibition boards on new designated no smoking areas of the Smoking (Public Health) Ordinance is prepared by the Tobacco and Alcohol Control Office of the Department of Health. Organizations interested in borrowing the exhibition boards should read the Borrowing Regulations and submit the completed application form either by <u>fax at 2575 8944</u>, by <u>email to tobaccocontrol@dh.gov.hk</u>.

For enquiries, please contact us at 2961 8823.

Booking

Borrow

A.	- Smo	of exhibition board (8 oking (Public Health) forcement of the Ordinoking Cessation Servi	Ordinance nance	-	Design	nated No Sm	oking Areas	dhand Smoke	
В.	Date of	borrowing							
	From _	rom (DD/MM/YY) to (DD/MM/YY)						YY)	
C.	Display	panel for exhibition b	ooard: Requi	red	N	ot required			
D.	Borrower information								
	Name of organization with company chop: Address:								
	Contact Person:								
	Position:								
	Telephone number: Fax:								
	Date:								
For	official us	e ONLY							
		Signature of officers	Date			Signature of	officers	Date	
Approval				F	Return				

TCOF046 Rev 08.04.2019

Remarks

Borrowing Regulations

- 1. Please read the Borrowing Regulations and return the completed application form to Tobacco and Alcohol Control Office by fax, email or mail.
- 2. Except by special arrangement, the exhibition boards can be borrowed for up to two weeks.
- 3. Upon receiving completed application form, borrower will be contacted for confirmed borrowing period and the date of collecting exhibition boards and display panel. The venue of collection / return materials is Room 904, 9/F, Oceanic Industrial Centre, 2 Lee Lok Street, Ap Lei Chau, Hong Kong (By appointment only).
- 4. Borrower should present the original copy of application form when he/she collect for the exhibition boards and display panel.
- 5. The borrowed materials should only be used for non-profit purposes.
- 6. Borrower should bear all responsibilities and charges incurred due to any damages and/or loss of the borrowed materials.
- 7. Borrower is required to return all the borrowed materials on due date with no damage.
- 8. Each organization should only borrow one set of exhibition boards at each time.

Sample of Exhibition Boards















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展板領取處

Exhibition Boards Collection Point

地址:

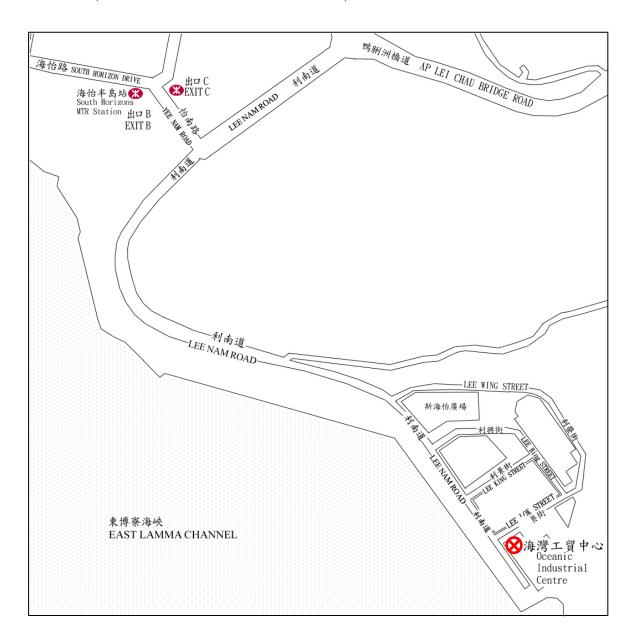
香港鴨脷洲利樂街 2 號 海灣工貿中心 9 樓 904 室 (港鐵海怡半島站 B/C 出口) 服務時間:

只於預約時間開放

Address;

Room 904, 9/F Oceanic Industrial Centre 2 Lee Lok Street, Ap Lei Chau, Hong Kong (MTR South Horizons Station Exit B/C) Service Hours:

By Appointment Only



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Notice of Collection of Personal Data

1. Purpose of Collection

- i. The personal data provided will be used by the Department of Health ("DH") for processing your application.
- ii. The personal data collected will be retained no longer than necessary for the fulfillment of the above purpose.
- iii. The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to provide the requested service to you.

2. Classes of Transferees

The personal data you provide are mainly for use within DH but they may also be disclosed to other Government bureaux/departments or relevant parties for the purposes mentioned in Section 1 above, if required. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

3. Access to Personal Data

You have the right of access and correction with respect to your 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 you during the occasions as mentioned in Section 1 above. A fee may be imposed for complying with a data access request.

4. Enquiries

Enquiries concerning personal data provided, including the making of access and corrections, should be addressed to Senior Executive Officer, Tobacco and Alcohol Control Office, Department of Health, Room 1801, 18/F, Wing On Kowloon Centre, 345 Nathan Road, Kowloon.

TCOF046 Rev 08.04.2019