

ELECTION OF LAY MEMBERS OF THE MEDICAL COUNCIL OF HONG KONG
APPLICATION FOR REGISTRATION AS ELECTOR

(Application Period: 15 March 2024 to 25 April 2024)

香港醫務委員會業外委員選舉
申請註冊為選舉人

(申請期：2024 年 3 月 15 日至 2024 年 4 月 25 日)

- Note: (i) Please read the attached Guidance Notes before completing this form in BLOCK LETTERS.
註：請用正楷填寫本表格，並於填寫前參閱隨附的申請須知。
- (ii) Please insert a tick “✓” in the appropriate box.
請在適當的方格內加上剔號「✓」。

Part I: Particulars of Applicant Organization
第一部分：申請組織資料

Name of Organization 組織名稱 (The name will be included in the electoral register to be gazetted) (組織名稱將會載列於藉憲報公告發布的選舉名冊內)	(English) (英文)	
	(Chinese) (中文)	
Address of Organization 組織地址 (The address will be included in the electoral register to be gazetted) (組織地址將會載列於藉憲報公告發布的選舉名冊內)	(English) (英文)	Flat Floor Block
		Name of Building / Estate
		Number and Name of Street District
		<input type="checkbox"/> HK <input type="checkbox"/> KLN <input type="checkbox"/> NT
	(Chinese) (中文)	<input type="checkbox"/> 香港 <input type="checkbox"/> 九龍 <input type="checkbox"/> 新界
		地區 街道名稱及門牌號碼
		屋邨／大廈名稱
		座 樓 室
Telephone No. 電話號碼		
Fax No. 傳真號碼		
Website 網址		
Email Address 電郵地址		

Part II: Eligibility for Registration
第二部分：註冊資格

1. Throughout the 2 years immediately before the end of the application period, our organization has been:

在緊接申請期結束之前的 2 年期間，本組織一直屬：

- a company defined by section 2(1) of the Companies Ordinance (Cap. 622)
《公司條例》(第 622 章)第 2(1)條所界定的公司 ☐
- a society or a branch of a society registered under section 5A of the Societies Ordinance (Cap. 151)
根據《社團條例》(第 151 章)第 5A 條註冊的社團或其分支機構 ☐
- a society or a branch of a society exempted from registration under section 5A of the Societies Ordinance (Cap. 151)
根據《社團條例》(第 151 章)第 5A 條獲豁免註冊的社團或其分支機構 ☐

Date of registration / exemption:

註冊／獲豁免註冊日期：

(Please attach copy of the relevant certificate. If the particulars of the applicant organization have changed during the past 2 years, copy of relevant documentary proof should be provided.)

(請夾附相關證明書副本。如申請組織在過去 2 年曾更改組織的資料，則須一併提交相關證明文件副本。)

2. Throughout the 2 years immediately before the end of the application period, our organization has been carrying on activities to safeguard or represent the interests of patients. Yes 是 ☐ No 否 ☐
在緊接申請期結束之前的 2 年期間，本組織一直有進行活動，以保障或代表病人權益。

3. Details of the activities as stated in paragraph 2 are as follows (with dates in chronological order) :
第 2 段所述活動的詳情如下(按先後日期填寫)：

(Please give details on separate sheet(s) if there is insufficient space.)

(如空位不敷填寫，請另頁詳列有關資料。)

Item No. 編號	Date of Activities (dd/mm/yyyy) 活動日期 (日/月/年)	Name of Activities 活動名稱	Details of Activities (e.g. nature, content, no. of participants being patients or their family members, no. of volunteers involved, outcome, etc.) 活動詳情 (例如性質、內容、出席病人或其家人人數、參與義工人數、成效等)

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4. The objective of our organization is as follows:
本組織的宗旨如下：

(Please provide copy of relevant documentary proof showing the objective of the applicant organization, e.g. the constitution, articles of association or minutes of a meeting.)
(請夾附說明申請組織的宗旨的相關證明文件，例如規章、組織章程或會議記錄副本。)

The principal objective of our organization is to safeguard or represent the interests of patients.

本組織的主要宗旨是保障或代表病人權益。

Yes 是 No 否

<input type="checkbox"/>	<input type="checkbox"/>
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5. Our organization is recognized by the following reference authority as an organization that safeguards or represents the interests of patients:
本組織獲以下參考機關認可為保障或代表病人權益的組織：

- Hospital Authority
醫院管理局
- Social Welfare Department
社會福利署
- The Hong Kong Society For Rehabilitation
香港復康會

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Part III: Authorized Representative
第三部分： 獲授權代表

We have appointed an individual as the authorized representative of our organization to act on our behalf for purposes relating to the election, and the completed appointment form is attached.

本組織已委任一名個人擔任本組織的獲授權代表，以代表本組織為關乎選舉的目的而行事。現隨附有關委任表格。

Yes 是 No 否

<input type="checkbox"/>	<input type="checkbox"/>
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Part IV: Declaration by Applicant Organization
第四部分：申請組織聲明

Our organization hereby declares that all the information given in this application is true and accurate.
本組織在本申請表格上所填報的所有資料均屬真確無訛，謹此聲明。

(Organization chop 組織印鑑)

Signature of organization's
* Chairperson / President :
組織 *主席/會長 簽署 :

Name of organization's
* Chairperson / President :
組織 *主席/會長 姓名 :

Contact person in respect
of this application :
有關本申請的聯絡人姓名 :

Contact telephone no. :
聯絡電話號碼 :

Date :
日期 :

* Delete where inappropriate
請刪去不適用者

Guidance Notes on Application for Registration as Elector

Relevant legal provisions

1. In accordance with the Medical Council (Election and Appointment of Lay Members) Regulation (Cap. 161F) (the Regulation), an organization is eligible for registration if it meets the following requirements:
 - (a) Throughout the 2 years immediately before the end of the specified application period,
 - (i) it has been a company defined by section 2(1) of the Companies Ordinance (Cap. 622); or a society or a branch of a society registered, or exempted from registration, under section 5A of the Societies Ordinance (Cap. 151); and
 - (ii) it has been carrying on activities to safeguard or represent the interests of patients;
 - (b) It's principal objective is to safeguard or represent the interests of patients;
 - (c) It is recognized by a reference authority (i.e. the Hospital Authority, the Social Welfare Department or The Hong Kong Society For Rehabilitation).
2. According to sections 5 and 7 of the Regulation, an organization applying for registration as an elector must appoint, in accordance with its rules, an individual as its authorized representative to act on its behalf for purposes relating to an election; and must provide the particulars of its authorized representative in the application.
3. An electoral register is to be compiled for the purposes of the Regulation. An electoral register takes effect on the date of publication and continues to have effect until the publication of the next electoral register. If an organization is approved to be registered as an elector, its particulars will be included in the electoral register, which will be published by notice in the Gazette and made available on the website of the Medical Council of Hong Kong.

Deadline for application

4. The application period for registration as elector is from **15 March 2024 to 25 April 2024** (both days inclusive). The completed application and relevant documents as set out in paragraph 5 below must be submitted in person or by post to the Secretariat of the Medical Council of Hong Kong (Address: 4/F, Hong Kong Academy of Medicine Jockey Club Building, 99 Wong Chuk Hang Road, Aberdeen, Hong Kong) **on or before 25 April 2024**. For submission in person, the application should be submitted to the above address by 5:45 p.m. on the last day of application period. For application sent by post, the date of the relevant post mark is taken to be the date on which the application is sent. Late submission or submission by any other means will not be considered. If Tropical Cyclone Warning Signal No. 8 or above or Black Rainstorm Warning is hoisted during the period from 9:00 a.m. to 5:45 p.m. on the last day of the application period, the period will be extended to the next working day.

Required documents for application

5. This application form must be signed and affixed with the organization chop, and accompanied by the documents specified below. Otherwise, the application will not be processed.
 - (a) Duly completed appointment form for authorized representative (LM-AR (2024)) with original or copy of the Hong Kong Identity Card or Valid Identity Document of the authorized representative.

- (b) Copy of relevant certificate in respect of the organization's registration or exemption from registration as set out in Part II of the application form. If the particulars of the organization have changed during the past 2 years, the last registration document should also be provided.
- (c) Relevant documentary proof showing the objective of the applicant organization, e.g. copy of the constitution, articles of association or minutes of a meeting.

Notification of application result

- 6. The Secretary of the Medical Council of Hong Kong and the Permanent Secretary for Health may make any inquiry that they consider appropriate for assessing or determining the applicant's eligibility for registration. The result of application and other correspondence in relation to the registration and the election will be sent by post to the applicant organization's address as provided in Part I of the application form.

Enquiries

- 7. For enquiries on application for registration as electors, please call 2961 8705.

申請註冊為選舉人須知

相關法例

- 1. 根據《醫務委員會(選舉和委任業外委員)規例》(第 161F 章)(下稱「《規例》」)的規定，組織如符合以下各項規定，則屬具備註冊資格：
 - (a) 在緊接申請期結束之前的 2 年期間，
 - (i) 一直屬《公司條例》(第 622 章)第 2(1)條所界定的公司，或屬根據《社團條例》(第 151 章)第 5A 條註冊或獲豁免註冊的社團，或該等社團的分支機構；以及
 - (ii) 一直有進行活動，以保障或代表病人權益；
 - (b) 其主要宗旨是保障或代表病人權益；
 - (c) 獲某參考機關(即醫院管理局、社會福利署或香港復康會)認可為保障或代表病人權益的組織。
- 2. 根據《規例》第 5 及第 7 條，申請註冊為選舉人的組織須根據其章程，委任一名個人擔任該組織的獲授權代表，以代表該組織為關乎選舉的目的而行事；該組織並須在申請中提供其獲授權代表的資料。
- 3. 選舉名冊將為施行規例而編製。選舉名冊在其發布當日生效，並在下一份選舉名冊發布之前，持續有效。獲批准註冊為選舉人的組織的資料，會載列於選舉名冊內。選舉名冊會藉憲報公告發布，並會上載到香港醫務委員會網頁。

截止申請日期

4. 註冊為選舉人的申請期為 **2024 年 3 月 15 日至 4 月 25 日**(首尾兩天包括在內)。申請組織須於 **2024 年 4 月 25 日或之前**，將填妥的申請表格及下文第 5 段所列明的相關文件，親身遞交或郵寄至香港醫務委員會秘書處(地址：香港香港仔黃竹坑道 99 號香港醫學專科學院賽馬會大樓 4 樓)。如親身遞交申請，申請表格及相關文件須於申請期最後一天下午五時四十五分前送達上述地址。如以郵遞方式遞交申請，相關的郵戳日期將會視為遞交註冊申請的日期。逾期或經由其他途徑遞交的申請將不予受理。如天文台在申請期最後一天上午九時正至下午五時四十五分期間發出八號或以上熱帶氣旋信號或黑色暴雨警告，申請期將會延至下一個工作天屆滿。

申請所需文件

5. 本申請表格須經組織簽署及蓋章，並夾附下列指明文件，否則申請將不予受理：
- (a) 已填妥的獲授權代表委任表格(LM-AR (2024))及獲授權代表的香港身份證或有效身份證明文件正本或副本。
 - (b) 申請表格第二部分所列組織註冊或獲豁免註冊的相關證明書副本。如組織曾在最近 2 年更改組織的資料，則須一併提交上一份註冊文件。
 - (c) 說明申請組織的宗旨的證明文件，例如規章、組織章程或會議記錄副本。

通知申請人申請結果

6. 香港醫務委員會秘書及醫務衛生局常任秘書長可為評核或裁定申請人是否具備註冊資格而作出他們認為適當的任何查訊。註冊申請結果及其他與註冊或選舉有關的文件將郵寄至申請組織在本表格第一部分填寫的地址。

查詢

7. 如對選舉人的註冊申請有任何查詢，請致電 2961 8705。

Personal Data Collection Statement

Purpose of Collection

1. The personal data provided by you will be used for registration as elector and election-related purposes in accordance with the Medical Council (Election and Appointment of Lay Members) Regulation. It is voluntary for you to provide your personal data. However, if you do not provide sufficient information, we may not be able to process your application.

Disclosure to the Public

2. The name and address of organizations whose registration as electors are approved will be included in the electoral register. In accordance with section 6 of the Medical Council (Election and Appointment of Lay Members) Regulation, the electoral register has to be published by notice in the Gazette. It will also be made available on the website of the Medical Council of Hong Kong.

Classes of Transferees

3. The personal data you provide will be used mainly by the Health Bureau and the Secretariat of the Medical Council of Hong Kong. They may also be disclosed to other government departments, agencies and authorities for the purposes set out in paragraph 1 above or in circumstances permitted under the Personal Data (Privacy) Ordinance.

Access to Personal Data and Enquiry

4. You have the right to request access to and correction of your personal data held by us. A fee may be charged for such access or correction. Enquiries concerning the personal data provided, including the making of access or correction, should be made in writing to:

The Secretariat, The Medical Council of Hong Kong
4/F, Hong Kong Academy of Medicine Jockey Club Building
99 Wong Chuk Hang Road
Aberdeen, Hong Kong

蒐集個人資料聲明

蒐集資料的目的

1. 你所提供的個人資料，會用作與根據《醫務委員會(選舉和委任業外委員)規例》註冊為選舉人及選舉有關的用途。提供個人資料純屬自願。然而，如你未能提供足夠的資料，我們可能無法處理你的申請。

向公眾披露個人資料

2. 獲批准註冊為選舉人的組織的名稱和地址會載列於選舉名冊內。根據《醫務委員會(選舉和委任業外委員)規例》第6條，選舉名冊須藉憲報公告發布。此外，該名冊亦會上載到香港醫務委員會網頁。

資料承轉人的類別

3. 你所提供的個人資料主要供醫務衛生局和香港醫務委員會秘書處使用。為作上文第1段所述的用途或在《個人資料(私隱)條例》許可的情況下，該些資料亦可能會向其他政府部門、機構及有關當局披露。

查閱個人資料及查詢

4. 你有權要求查閱及改正我們所持有關於你的個人資料。我們或會為依從查閱或改正資料的要求而徵收費用。有關所提供個人資料的查詢(包括查閱及改正資料)，應以書面形式向香港醫務委員會秘書處提出，地址如下：

香港香港仔
黃竹坑道 99 號
香港醫學專科學院賽馬會大樓 4 樓
香港醫務委員會秘書處