

## 建造業創新及科技基金 Construction Innovation and Technology Fund

### 預先批核建築信息模擬軟件及預先批核科技產品名單申請指引 Application Guidelines for the Pre-approved BIM Software List and Pre-approved Technologies List

#### 資格要求 Eligibility Requirements

經證實能促進生產力、提高建造質素、改善工地安全或提升環保效益；並利用自動化、工業化和數碼化的創新建造科技（包括機械、設備及軟件）均符合資格申請。正萌芽並處於商品化初期的科技亦歡迎申請；所有科技產品必須可合法在香港建造工程中應用。唯此不涵蓋還在研究及發展階段的創新科技。

Innovative construction technologies including machinery, equipment and software with proven effectiveness to boost productivity, uplift quality, improve site safety or enhance environmental performance, through leveraging automation, industrialisation and digitisation, are eligible to apply to the List. Inchoate technologies at initial phase of commercialisation are also welcome. Technologies must be legitimately applied in Hong Kong construction projects. Innovations still at research and development stages are excluded.

#### 評核準則 Assessment Criteria

建造業創科基金（下稱「基金」）的評審小組委員會審核申請，並擁有最終決定權。未被納入為預先批核清單的科技產品，並不表示不符合基金的具備條件。如符合資格的申請者有意採用預先批核清單以外的科技，仍可向基金提出申請。



## 申請 Application

電子版申請表可於基金網站 [www.citf.cic.hk](http://www.citf.cic.hk) 下載。申請表格須連同以下所有資料及證明文件一併遞交。未齊資料的申請將不獲受理。

於提交申請前檢查以下資料是否準備妥當：

Electronic application form can be downloaded CITF website [www.citf.cic.hk](http://www.citf.cic.hk). The Application Form should be submitted together with all the below information and supporting documents. Applications with incomplete information would not be proceeded.

- 申請聲明 Application declaration
- 申請表 Application form
- 兩張產品圖片（JPEG 格式） Two product photos (JPEG)
- 詳細技術規格（例如：設計、功能規格及技術表現）及產品目錄  
Detailed technical specifications (such as design, functional specifications and performance capabilities) and product catalogue
- 表格一:科技產品資料(試算表格式)連附件  
Form 1: Technologies Information in excel table format
- 簡報（適用於科技產品）  
PowerPoint (applicable to technological product)
- 表格二:本地研發聲明（適用於科技產品）（如適用）  
Form 2: Declaration on local development (applicable to technological product) (if applicable)
- 產品測試報告證明（如適用） Product test report/ certificate (if applicable)
- 影片或錄像等（如適用）相關資料 Videos or product demonstrations (if applicable)

請把填妥表格電郵至 [citf@cic.hk](mailto:citf@cic.hk)。如有任何問題，請聯絡基金秘書處（電話：2100 9000）。

Please return the completed form to [citf@cic.hk](mailto:citf@cic.hk). For enquiries, please feel free to contact CITF Secretariat at Tel. 2100 9000.

建造業創新及科技基金  
**Construction Innovation and Technology Fund (CITF)**  
預先批核建築信息模擬軟件及預先批核科技產品名單申請表  
**Application Form for the**  
**Pre-approved BIM Software and Pre-approved Technologies List**

Note :

- (i) For **Company Applicant who owns the intellectual property (IP) rights** of the technology product/solution concerned, please fill in **Parts I and III only** (i.e. omitting Part II). 申請公司如持有該準備申請列入預先批核科技產品/方案的知識產權，只需填上申請表的第一及第三部分（即不用填寫第二部份）。
- (ii) For **Company Applicant who does not own the IP rights** of the technology product/solution seeking for its inclusion into the “Pre-approved List”, the Applicant must obtain the **prior consent of the IP owner** and **fill in all three Parts (I, II and III)** of the Application Form.  
申請公司如沒有持有該準備申請列入預先批核科技產品/方案的知識產權，申請人必須在提交申請前向知識產權持有人取得同意，並填寫申請表內的第一、二及第三部分。
- (iii) Products approved for inclusion in the Pre-approved List shall be subject to the review by the CITF Vetting Sub-Committee. Where a product is considered to be no longer appropriate, it will be removed from the Pre-approved List subject to the sole decision by the CITF.  
評審小組委員會將定期覆檢已列入預先批核科技產品名單之產品，如某產品被評為不再合適，議會有最終的決定權將該產品從預先批核名單中移除。

第一部份 --- 申請公司資料

**PART I --- COMPANY APPLICANT'S INFORMATION**

- \* 如申請獲批准，附有\*符號的相關資料將於基金網站發佈供公眾人士查閱。
- \* If your application is approved, company information with asterisk (\*) will be published on the CITF website for public information.
- \* 申請人須就任何聯絡人及產品資料的改動及時通知建造業創新及科技基金秘書處。否則，附有不正确或過時資料的產品將有機會暫停顯示在預先批核名單中。
- \* Applicant shall update the CITF Secretariat timely of changes to all published information including contact and product information. Otherwise, the concerned

product with invalid or outdated information may be removed from the Pre-approved List.

1.	*公司名稱： *Name of Company:	(中文全名)
		(English Full Name)
2.	地址： Address:	
3.	*網址： *Website:	
4.	業務性質： Nature of Business:	
5.	公司註冊日期： Date of Incorporation:	
6.	商業登記證號碼 (本地/海外)： Business Registration Certificate Number (Local/Overseas):	
7.	管理層代表： Management Representative:	
	姓名： Name:	
	職位： Official Capacity:	
	電話： Tel No.:	
	電子郵件： Email:	
8.	聯絡人： Contact Person:	
	姓名： Name:	

	職位: Official Capacity:	
	*公司電話: *Office Tel. No.:	
	*手提電話: *Mobile Phone No.:	
	電子郵件: Email:	
9.	*產品查詢熱線電話: *Product Enquiry Hotline Tel. No.:	
10.	*產品查詢電郵: *Product Enquiry Email:	

第二部份 --- 科技產品資料

**PART II --- TECHNOLOGY INFORMATION**

1.	<p>請將科技產品的資料填寫在表格一(試算表格式)。 Please fill in the Technology Information in <b>Form 1</b> (excel format).</p> <p>您的產品是否已經在先前的 CITF 基金資助申請獲得批准？ Whether your product has been approved under a previous CITF funding application?</p> <p><input type="checkbox"/> 是，之前已獲 CITF 資助，申請編號是_____；或 Yes, the previous approved CITF Funding Application Submission ID is _____; or</p> <p><input type="checkbox"/> 是，但不知道申請編號 Yes, but we do not know the reference Submission ID</p> <p><input type="checkbox"/> 如是，並且本次申請的<u>產品資料</u>除下述所列之外與之前的基金資助申請完全相同，只需提供以下資料： If yes <b>AND</b> the <u>product information</u> for this application other than those listed below is <u>exactly the same as the previous funding application(s)</u>, only the following information shall be provided:</p> <p><input type="checkbox"/> 以下表格 1 內的相關資料： The following information in Form 1:</p>
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	<p><input type="checkbox"/> 價格資料 Price information</p> <p><input type="checkbox"/> 產品過往紀錄及參考項目（僅適用於上述基金資助申請時沒有參考項目的產品） Product track record and project reference (for products without project reference at the time of the abovementioned funding applications only)</p> <p><input type="checkbox"/> 如是，<u>但本次申請的產品資料與批准的基金資助申請中的產品資料不完全相同</u>，請提交表格 1 以及<u>所有必須的資料</u>） If yes <b>BUT the <u>product information</u> for this application is not exactly the same as that in the approved funding application(s), please submit Form 1 with <b>all the required information</b>)</b></p> <p><input type="checkbox"/> 否/不確定（請提交包含所有必須資料的表格 1） No/ not sure (please submit Form 1 with <b>all the required information</b>)</p>
2.	<p>產品的知識產權 Owner of the Intellectual Property Right (IP Right) of the product:</p> <p><input type="checkbox"/> 申請人擁有該產品的知識產權，請提供相關證明。 The applicant owned the IP Right of the product, please provide substantiation.</p> <hr/> <p><input type="checkbox"/> 知識產權不是由申請人擁有，申請人： The applicant does not own the IP Right. The applicant:</p> <p><input type="checkbox"/> 已取得該產權擁有者的所需同意，提交此次「預先批核科技產品」申請。請提供相關證明。 has obtained necessary consent from the IP Right owner to apply for inclusion into the “Pre-approved List”. Please provide substantiation:</p> <hr/> <p><input type="checkbox"/> 未取得該產權擁有者的所需同意，提交此次「預先批核科技產品」申請。(申請將不獲評核及審批) has not obtained necessary consent from the IP Right owner to apply for inclusion into the “Pre-approved List”. (Application will not be processed and assessed)</p>

3. 為鼓勵本地技術創新和產品的使用，就涉及採用本地開發的創新或產品的獲批項目，基金會承擔其總成本的最多 80%（相比一般情況下的 70% 配對率為高）。如產品是由香港本地開發，請提供相關證明文件。\*

To encourage the use of local technological innovations and products, the CITF will bear a higher maximum ratio of 80% (as opposed to the ratio of 70% in general cases) of the total costs of the Approved Project which involves the adoption of locally developed innovations or products.

If the product is locally developed in Hong Kong, please provide relevant document proof.

- 是，由政府創新科技署管理的創新及科技基金的相關資助計劃下獲批及完成的本地研究及發展項目，包括：

Yes, approved and completed projects under relevant funding schemes of the Innovation and Technology Fund (ITF) administered by the Innovation and Technology Commission of the Government, including:

- 創新及科技支援計劃 Innovation and Technology Support Programme (ITSP) ;

項目編號/計劃號碼 Project reference / Scheme no. \_\_\_\_\_

- 大學與產業合作計劃 University-Industry Collaboration Programme (UICP) ;

項目編號/計劃號碼 Project reference / Scheme no. \_\_\_\_\_

- 企業支援計劃 Enterprise Support Scheme (ESS) ; 及

項目編號/計劃號碼 Project reference / Scheme no. \_\_\_\_\_

- 小型企業研究資助計劃 Small Entrepreneur Research Assistance Programme (SERAP) 。

項目編號/計劃號碼 Project reference / Scheme no. \_\_\_\_\_

- 其他，請列明 Others, please specify:

\_\_\_\_\_

- 是，由本地大學或大專院校開發。\*

Yes, development by local universities or tertiary institutions.\*

- 是，由本地企業內部自行開發。\*

Yes, local corporate in-house development.\*

- 是，本地其他途徑開發。\*

Yes, local development by other means.\*

- 否。

No.

\*請填寫表格二。 Please complete Form 2.



4.	<p>產品在香港之銷售渠道 Product Selling Channel in Hong Kong</p> <p>產品在香港是否有獨家代理或經銷商？ Is there a sole agent or distributor of the product in Hong Kong?</p> <p><input type="checkbox"/> 是，申請人是獨家代理或經銷商。請提供相關授權書或同意書。 Yes, the applicant is the sole agent or distributor in Hong Kong. Please provide authorisation letter or agreement</p> <p><input type="checkbox"/> 是，但申請人<b>不是</b>獨家代理或經銷商。獨家代理或經銷商為 _____。(請提供相關證明) Yes, but the applicant is <b>NOT</b> the sole agent or distributor in Hong Kong. The sole agent or distributor is _____ (Please provide relevant document proof)</p> <p><input type="checkbox"/> 否。 No.</p>
5.	<p>其他補充資料可幫助審核該產品(如有)。 Any other supplementary information that can help assess the product (optional).</p>

只供建築信息模擬軟件的預先批核申請填寫：

**For BIM Software Application Only:**

1.	<p>軟件授權類型： Type of Licence:</p>	<p><input type="checkbox"/> 永久授權 Perpetual Licence <input type="checkbox"/> 訂購授權 Subscription Licence</p>
2.	<p>訂購年期 / 每年保養： Years of Subscription / Annual Maintenance:</p>	
3.	<p>建築信息模擬使用（如適用）： Use of BIM (if applicable):</p>	<p><input type="checkbox"/> 單獨使用 Single BIM Use <input type="checkbox"/> 多項使用 Multiple BIM Use <input type="checkbox"/> 目標使用 BIM Goals</p>

4.	<p>國際建議零售價： Suggested Retail Price Worldwide:</p> <p>若產品獲得批核，國際建議零售價將在基金網站上公佈 <i>The suggested retail price worldwide will be published on the CITF website if product is approved</i></p>	<p>貨幣 Currency : _____</p> <p>價格 Price : _____</p> <p>地區 District : _____</p>
5.	<p>上兩次軟件更新： Last two software update:</p>	<p>1. _____ (月/年 MM/YY)</p> <p>2. _____ (月/年 MM/YY)</p>

就建築信息模擬軟件的申請：

For BIM software application:

a) 軟件的國際價格和香港價格

International Price and Hong Kong Price of the BIM Software

i) 基金對於軟件的資助範圍僅包括最長 3 年的使用許可費用，不包括額外服務和成本。

The scope of the CITF for BIM software ONLY includes the license fee up to 3 years where additional services and costs are not included.

ii) 香港市場的軟件價格不應高於該軟件在全球銷售的國際價格。

The price of software for the Hong Kong market should not be higher than the international price of the software sold globally.

b) 基金資助價格上限

CITF Funding Price Ceiling

i) 經評審小組委員會審核並獲得管理委員會批准後，該軟件將被列入預先批核名單。在獲批准的申請中提交並隨後在預先批核名單上公佈的香港價格將成為以下 c)項規定的期限內，基金資助價格上限的基礎。

i) Upon review by the Vetting Sub-committee and approval from the Management Committee, the BIM Software would be listed on the Pre-approved BIM Software List. The Hong Kong price submitted in the approved application and subsequently published on the Pre-approved BIM Software List would form the basis of the CITF Funding Price Ceiling that CITF would support for a defined period of time according to item c) below.

ii) 於基金資助價格上限之下，基金將採用配對資助模式，資助建築信息模擬軟件實際成本的 70%。如申請人的軟件採購價格高於預先批核名單上的基金資助價格上限，該軟件的價格將根據預先批名單上的價格上限作準，基金將採用該基金資助價格上限計算實際資助金額。

ii) The subsidy on BIM software is under a co-fund model with 70% grant from CITF on actual costs incurred subject to the CITF Funding Price Ceiling. If the applicant's software purchase price is higher than the CITF Funding Price Ceiling on the Pre-approved BIM Software List, the software price will be capped and the CITF Funding Price Ceiling will be used for the CITF subsidy calculation.

c) 基金資助價格上限的調整  
Revision to CITF Funding Price Ceiling

i) 預先批核的建築信息模擬軟件供應商每兩年可申請上調基金資助價格上限。

There is a specified timeframe of every two years for Pre-approved BIM Software suppliers to apply for upward adjustment of the CITF Funding Price Ceiling.

ii) 只有獲批准超過 6 個月的產品供應商才有資格申請上調基金資助價格上限。申請須於規定期限前以電郵方式遞交至基金秘書處。

Only product suppliers with products listed for more than 6 months to the Letter of Approval are eligible to apply for upward adjustment of the CITF Funding Price Ceiling. Applications should be submitted to the CITF Secretariat by email before the set deadline.

iii) 如在每兩年一次的基金資助價格上限調整前的產品價格有所下降，產品供應商須在新市場價格實施後的 7 個曆日內以書面通知基金秘書處。未能遵守要求可能會導致產品從預先批核名單中刪除，恕不另行通知產品供應商。

In case of price reduction, product suppliers must inform the CITF Secretariat in writing within 7 calendar days to the effect of the new price in the market during the two-year period. Failure to comply with the requirement might result in removal of the product from the Pre-approved List without prior notice to the product suppliers.

第三部份 --- 表格

**PART III --- FORMS**

請將科技產品的資料填寫於**表格一**(試算表格式)。

Please fill in the Technologies Information in **Form 1** (in excel format).

如申請的科技產品為本地開發產品，請填寫**表格二**。

Please fill in **Form 2** if applying for technological product which is locally developed.

預先批核科技產品名單申請聲明  
**Declaration for Application for the  
Pre-approved Technologies List**

1. 本人代表公司確認本申請表及連同申請所呈交的文件內所提供的一切資料均屬真實正確，以及公司沒有破產或涉及商業詐騙，或以不道德手法經營的記錄。本人明白於申請預先批核科技產品內提供虛假或具誤導性陳述或資料均能構成刑事罪行並可導致申請無效的結果。

I confirm, on behalf of the Company, that all information given on the enclosed form and documents submitted with this form is true and correct, and that the Company has no record of bankruptcy or involvement in business fraud or unethical practice. I understand that giving false or misleading statements or information in connection with an application for the Pre-approved Technologies List could amount to a criminal offence and may also result in the application being deemed invalid.

2. 本人代表公司確認及承諾公司須遵守《防止賄賂條例》(第 201 章) (「防止賄賂條例」) 的規定，並須禁止其僱員、代理、供應商和其他以任何形式參與開發正在申請或其後獲預先批核的產品的人員在進行開發預先批核產品時或因預先批核產品的關係向任何人士提供或索取金錢、饋贈或利益，或接受任何人士的金錢、饋贈或利益 (定義見《防止賄賂條例》)。倘若公司或其僱員、代理、供應商或其他以任何形式參與開發正在申請或其後獲預先批核的產品的人員觸犯任何該等罪行將導致所提交的文件無效。議會不會處理申請並可將該已獲預先批核產品從預先批核名單中移除。

I confirm and undertake, on behalf of the Company, that the Company shall observe the Prevention of Bribery Ordinance (Cap. 201) ("PBO") and shall prohibit its employee(s), agent(s), supplier(s), and other personnel who are in any way involved in the development of the product under application or which is subsequently pre-approved from offering to or soliciting or accepting from any person any money, gifts or advantage as defined in the PBO in the conduct of the development of or in relation to the pre-approved product. Any such offence committed by the Company or its employee(s), agent(s), supplier(s) or other personnel who are in any way involved in the development of the product under application or which is subsequently pre-approved, will render the submitted documents null and void. The CIC shall not process the application and may also remove such pre-approved product from the Pre-approved Lists.

3. 本人明白根據《防止賄賂條例》，向議會提供利益以企圖影響申請的審批，即屬違法。倘若公司或其僱員或代理或供應商或其他以任何形式參與開發正在申請或其後獲預先批核的產品的人員提供此等利益，將導致申請或預先批核無效。議會可取消有關的預先批核，有關公司仍須為議會因此而蒙受的任何損失或損害負上法律責任。

I understand that the offer of an advantage to the CIC with a view to influencing the approval of an application is an offence under the PBO. Any such offer by the Company or any of its employee(s) or agent(s) or supplier(s) or other personnel who are in any way involved in the development of the product under application or which is subsequently pre-approved will render the application or pre-approval null and void. The CIC may also withdraw the relevant pre-approval and hold the Company concerned liable for any loss or damage which the CIC may suffer.

4. 本人代表公司確認及承諾公司不得向基金申請人（其基金申請涉及正在申請的產品）以外的任何人士傳達申請內所訂的產品價格，或透過與任何其他人士的安排調整該價格，與任何其他人士就該其他人士是否應或不應遞交預先批核科技產品名單申請或基金申請訂立任何安排，或在申請過程中以任何形式與任何其他人士串通。若公司違反或不遵守此要求，將導致公司的申請或預先批核無效，但公司仍須承擔就該等違反或不遵守行為承擔責任。議會可取消有關的預先批核，有關公司仍須為議會因此而蒙受的任何損失或損害負上法律責任。

I confirm and undertake, on behalf of the Company, that the Company shall not communicate to any person other than the CITF applicant whose CITF application involves the product under application, any price of the product stated in the application or adjust such price by arrangement with any other person, or make any arrangement with any other person about whether or not that other person should or should not submit an application for the Pre-approved Technologies List or a CITF application or otherwise collude with any other person in any manner whatsoever in the application process. Any breach of or non-compliance with this requirement shall, without affecting the Company's liability for such breach or non-compliance, render the application or pre-approval null and void. The CIC may also withdraw the relevant pre-approval and hold the Company concerned liable for any loss or damage which the CIC may suffer.

5. 本人授權議會直接向有關機構核實及獲取與本申請之相關資料，並同意相關機構（包括負責基金的香港特別行政區政府發展局）及議會之間直接轉移該等資料。

I authorise the CIC to verify and / or obtain information in relation to the application. I also consent to direct transfer of such information between the CIC and the relevant parties (including the Development Bureau of the HKSAR Government, the responsible bureau of the CITF).

6. 本人已清楚閱讀和完全明白【申請須知】及以下【收集個人資料聲明】

I have carefully read and fully understand the “Application Guidelines” and the below Personal Information Collection Statement.

## Personal Information Collection Statement

### 收集個人資料聲明

#### 1. 個人資料的收集

##### Collection of Personal Data

- 1.1. 你向建造業議會、其關聯及/或附屬公司，包括但不限於香港建造學院、建造業零碳天地、建造業輸入勞工宿舍有限公司（統稱「議會」）提供的資料，包括《個人資料(私隱)條例》（第 486 章）中定義的任何個人資料，只會用於與議會活動相關之目的。有關活動及其所需的個人資料已詳列於申請表格內

The information you provide to the Construction Industry Council, its affiliates, and / or its subsidiaries, including, but not limited to, the Hong Kong Institute of Construction and Zero Carbon Building, Construction Sector Imported Labour Quarters Limited (collectively, the “CIC”), including any personal data as defined in the Personal Data (Privacy) Ordinance (Cap.486), will be used solely for purposes related to the activities of the CIC. The activity and the required personal data are detailed in the application form.

- 1.2. 你是否向議會提供個人資料純屬自願性質。然而，如果你提供資料之目的為為了作出某項申請，你便須向議會提供申請表格上所指明的資料。否則，議會可能無法處理或考慮你的申請。如果你未滿十八歲，在向議會提供你的個人資料前，應先徵詢你的父母或監護人。

Whether or not you provide your personal data to the CIC is voluntary. However, where you are providing information for the purpose of an application, it is necessary that you supply the CIC with complete information as specified on the application form. Otherwise, the CIC may be unable to process or consider your application. If you are under the age of 18, you should consult your parent or guardian before providing any personal data to us.

- 1.3. 你有權查閱你的個人資料和更正當中的錯誤。如需要作出此要求，請致函議會的 建造業創新及科技基金/高級經理，(查閱資料要求)，地址為九龍觀塘駿業街 56 號中海日升中心 38 樓。如你對本聲明及有關做法有任何查詢，請致函上述地址或電郵至 enquiry@cic.hk。如需要更多關於議會在私隱及保障個人資料政策的資料，請參閱我們的私隱政策 ([https://www.cic.hk/chi/main/privacy\\_policy\\_statement/](https://www.cic.hk/chi/main/privacy_policy_statement/))。

You are entitled to request access to and correction of any errors in your personal data. If you wish to do so, please write to Senior Manager, Construction Innovation and Technology Fund, (Data Access Request), Construction Industry Council, 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon. Should you have any enquiries about our PICS and related practices, please contact us at



the above address or via enquiry@cic.hk. For more information about the CIC's policies on privacy and personal data protection, you can access our Privacy Policy Statement at [https://www.cic.hk/eng/main/privacy\\_policy\\_statement](https://www.cic.hk/eng/main/privacy_policy_statement).

## 2. 收集的目的

### Purposes of Collection

#### 2.1. 從你收集得來的個人資料將會被保密，並可能用於以下用途:

Your personal data will be kept confidential and may be used by the CIC for the following purposes:

- a. 評估你的建造業創科基金申請;  
Assessing your CITF application;
- b. 作為建造業界的參考資料以用於宣傳科技應用和建造業創科基金。獲批的項目資料(包括但不限於呈交基金申請內的相片、簡報、總結報告或視頻)將在建造業創科基金公共領域包括基金網站、演討會和其他宣傳資料中進行公開發布，供公眾查閱；  
Serving as reference materials of the construction industry for the purpose of promoting technology adoption and the CITF. The Approved Project information (including but not limited to photos, PowerPoints, completion reports or videos submitted with the application) will be published on CITF public domain, including CITF website, seminar, or other promotional materials for public information;
- c. 進行分析、研究和意見調查;  
Performing analysis and conducting research and surveys;
- d. 利便與你的通訊;  
Facilitating communication with you;
- e. 履行和行使議會根據相關條例、規則和附屬法規授予的職能和權力，包括但不限於《建造業議會條例》(第 587 章)及《建造業工人註冊條例》(第 583 章)；  
Performing and exercising functions and powers of the CIC under relevant legislation, rules, and sub-legislation, including but not limited to the Construction Industry Council Ordinance (Cap. 587) and Construction Workers Registration Ordinance (Cap. 583);
- f. 確立、行使或維護議會的法律權利及遵從議會的法律和規管責任 (包括打

擊洗錢責任、遵從法院或監管機構的命令等)；

Establishing, exercising and defending the CIC's legal rights, and complying with the CIC's legal and regulatory obligations (including anti-money laundering obligations, complying with orders by courts or regulators, etc.);

g. 管理進出議會處所和保安目的；

Managing access to the CIC's premises and for security purposes;

h. 防止和應對實際或潛在的安全威脅、詐騙或非法活動；

Preventing and responding to actual or potential security threats, fraud or illegal activities;

i. 處理投訴或查詢；

Handling complaints or enquiries;

j. 進行審計及合規審查，以確保適用的議會政策、程序、規例及法律獲得遵守；

Performing audits and compliance reviews to ensure compliance with the applicable CIC's policies and procedures, regulations and law;

k. 與議會活動進行相關或附帶的其他目的；及

Other purposes related or incidental to the conduct of the CIC's activities; and

l. 你不時同意的任何其他目的。

Any other purposes that you may consent to from time to time.

## 2.2. 注意事項

### Points to Notes

當你的建造業創科基金申請獲批後，獲批的項目資料（包括但不限於成功申請者的姓名、資助金額、獲批專案名稱及所採用的技術種類）將在建造業創科基金網站公開發布，供公眾查閱。

你有責任向議會提供你的個人資料，以作此發佈之用。否則，我們將無法處理或考慮你的申請。

Where your CITF application has been approved, the Approved Project information (including but not limited to the names of the Successful Applicant, grant funding amount, title of the Approved Project and type(s) of technology adopted) will be published on CITF Website for public information.

It is obligatory for you to provide the CIC with your personal data for publishing.

Otherwise, we will not be able to process or consider your application.

### 3. 個人資料的披露及轉移

#### Disclosure and Transfer of Personal Data

3.1 因應第 2 段所述目的，議會可能披露或轉移你的個人資料予第三方，包括但不限於以下：

The CIC may disclose or transfer your personal data for the purposes as stated in paragraph 2 to third parties, including but not limited to the following:

a. 任何或所有議會的關聯及/或附屬公司；

Any or all of the CIC's affiliates and/or subsidiaries;

b. 任何代表議會營運或維持會員資格、活動註冊、導賞預約、研究及/或分析，或代表議會進行後端服務、行政服務、驗證服務、雲端服務或資訊科技服務，或向議會提供所需支援或服務(包括保險、銀行或議會使用的任何第三方支付網關服務)以便議會提供服務的第三方服務提供商、承包商或分包商，及代表議會履行合約規範責任之實體；

Any third party service providers, contractors/sub-contractors that, on behalf of the CIC, operate or maintain membership, event registration, tour booking, researches and/or analysis, or carry out back-end services, administrative services, verification services, cloud services or information technology services, or provide necessary support or services to the CIC to enable us to provide our services, including any insurance, banking or third party payment gateways services used by the CIC, and any other entities that discharge contractual obligations on our behalf;

c. 議會的專業顧問，包括但不限於律師、會計師和審計師；或

Any of the CIC's professional advisors, including but not limited to lawyers, accountants and auditors; or

d. 對議會負有保密責任的任何一方。

Any party that owes a duty of confidentiality to the CIC.

### 4. 使用個人資料於直接促銷

#### Use of Personal Data Related to Direct Marketing

為了告知你可能有興趣的議會活動及建造業發展狀況，議會希望使用你的個人資料，包括你的姓名、電話號碼、通訊地址和電郵地址，向你提供有關議會的培訓課程、工藝測試、註冊、活動及其他工作範疇和建造業發展的最新資訊。你可

自由決定是否願意接收此類信息。如果你選擇不接收有關信息，請勾選下面的方框。如果日後你希望更改有關選擇，可以透過書面形式通知我們

To keep you informed of CIC activities and developments in the construction industry which may be of interest, the CIC would like to use your personal data, including your name, phone number, correspondence and email address, to update you in relation to CIC training courses, trade testing, registration, events and other aspects of its work and developments in the construction industry. You are free to decide whether you wish to receive such information. If you choose not to receive information on the above, please put a tick in the box below. You may make any subsequent changes on your choice of receiving promotional materials by writing to us.

- 本人不同意接獲由議會發出有關議會活動或建造業發展的資訊。  
I do not wish to receive any promotional information from the CIC in relation to its activities or developments in the construction industry.
- 本人已仔細閱讀並理解 [附頁] 的收集個人資料聲明。  
I confirm that I have carefully read and understood the Personal Information Collection Statement [as annexed].

公司代表簽署: Authorised Signature:	_____	公司蓋章: Company Chop:	_____
姓名(正楷): Name in block letters	_____	職銜: Post Title:	_____
聯絡電話: Tel. No.	_____	日期: Date	_____

完  
--- The End ---