

CLP Community Green Programme – Application Form for Subvented Organisation Energy Saving Improvement Scheme

中電綠色社區計劃 – 政府資助機構節能改善計劃申請表格

Building Information 樓宇資料	
Name of Building 樓宇名稱	
Address of Building 樓宇地址	
Number of Block Applying for Funding 申請基金的樓宇座數	<i>e.g. 10 Blocks in Total</i> 例如: 共十座
CLP Electricity Account Number(s)* 中電電力賬單編號 [Checklist item 1 文件清單項目 1]	

Applicant Organisation 申請機構	
Name of Applicant Organisation 申請機構名稱 [Checklist item 2 文件清單項目 2]	

Project-in-charge Person 項目負責人			
Name of Organisation/ School/ Company 機構, 學校或公司名稱 [Checklist item 3 文件清單項目 3]	Name 姓名	(English 英文)	*Mr. / Ms. / Mrs.
		(Chinese 中文)	*先生 / 小姐 / 女士
Mailing Address 通訊地址	Contact Tel. No. 聯絡電話號碼		
E-mail Address 電郵地址	Position Held of Project-in-charge Person 項目負責人職位		

Other Sources of Funding 其他相關資助	
Sources of Funding from other Funding Schemes with the building services installation(s) in the same building of this application 與本申請中同一建築內的屋宇設備裝置相關的其他資助計劃的資金來源	
<input type="checkbox"/>	Yes, please specify 有, 請註明
<input type="checkbox"/>	No, I declare that no other funding schemes have been applied for the same installation item(s) of this application 否, 本人聲明, 本申請中同一建築內的屋宇設備裝置沒有申請其他資助計畫

Declaration 聲明

Project-in-charge Person Declaration 項目負責人聲明:

All activities seeking grant of fund are non-profit-making and will not be used for political, religious or commercial purposes for any individual or organisation;
所有申請資助的活動均屬非牟利性質，且非為個人或團體作政治、宗教或商業宣傳之用；

The information provided in this form is complete, true and correct to the best of my knowledge; and
據本人所知，本表格內填報的資料均為完整並正確無訛；及

The applicant organisation understands and agrees to comply with the terms and conditions as set out in “CLP Community Green Programme – Application Form for Subvented Organisation Energy Saving Improvement Scheme” and will comply with all the requirements laid down in the Confirmation Letter should the applicant organisation be granted fund for the project.

申請機構明白並同意遵守《中電綠色社區計劃 - 政府資助機構節能改善計劃申請表格》所列之條款；如獲基金資助，申請機構會遵守基金資助確認書所列的各項規定。

I have read and understood all sections in this Application Form and agree to comply with the terms and conditions set forth in the “CLP Community Green – Application Form for Subvented Organisation Energy Saving Improvement Scheme”. I also declare that the information provided in this application form is complete, true and correct, to the best of my knowledge.

本人已細閱並明白此申請表內全部內容，並同意接受《中電綠色社區計劃 - 政府資助機構節能改善計劃申請表格》內的條款及細則的約束，本人亦聲明此申請表上提供的資料，據本人所知，全部均為完整並真確無訛。

Company Chop with Signature of Project-in-charge Person

項目負責人簽署及公司蓋章

Name 姓名: _____

Date 日期: _____

Warning 警告

Any intentional misrepresentation or omission of information related to this application may result in the application being rejected, grant withheld and the applicant organisation may be liable for prosecution. The applicant organisation's explicit attention is drawn to the fact that obtaining pecuniary advantage by deception is a criminal offence.

凡故意在本申請中作失實陳述或漏報資料，可導致其申請遭拒絕、中止發放撥款及申請者可能會被起訴。申請者須注意，以欺騙手段取得金錢利益，屬於刑事罪行。

Checklist of Required Documents for Funding Approval

審批資助申請所需文件清單

Item 項目	Essential Documents for Application 必須提交的文件	Completed 備妥	N/A 不適用
-	Application form filled with all required information 已填妥所需資料的申請表格	<input type="checkbox"/>	
1	Copy of latest electricity bill 最新一期的電費單副本	<input type="checkbox"/>	
2	Copy of certificate of registration of Non-Government Organisations (NGOs) receiving subvention from the Social Welfare Department; or School (except Government and profit-making schools) 非政府機構 (接受社會福利署資助撥款) 或學校 (官立及牟利學校除外) 的註冊證明副本	<input type="checkbox"/>	
3	A copy of documentary proof of the Project-in-charge Person (e.g. staff card, name card) 可證明項目負責人身份的證明文件副本 (例如: 職員證, 名片)	<input type="checkbox"/>	
4	Minimum of 3 quotations or bids for the energy saving improvement work(s) based on the recommendation of energy audit report (applicable to cases which energy audit has been completed only) 至少三份根據能源審核報告建議的節能改善工程報價或投標文件 (僅適用於已完成能源審核的個案)	<input type="checkbox"/>	<input type="checkbox"/>
5	If there is any sources of Funding from other Funding Scheme(s) for the same installation items in this application, please provide details of funding from other funding schemes (both in progress and approved) 如上述工程裝置獲得其他資助計劃的資助 (已獲批准或正在申請), 請提供相關資助計劃的詳情	<input type="checkbox"/>	<input type="checkbox"/>

Note: Applicant Organisations shall sign and return the Confirmation Letter to CLP after Final Funding Approval has been granted. All the other documents shall be destroyed by CLP in due course.

註：於獲得最終資助批核後，獲資助機構須簽訂確認書，並將其正本交回中電。而其他相關文件，中電會適時將其銷毀。

Terms and Conditions 條款及細則

By submitting the application for the CLP Community Green Programme (the “Programme”), the Applicant Organisation is deemed to accept and agree to be bound by the Terms and Conditions and undertake to fulfil all stipulated requirements of the Programme as stated in these Terms and Conditions without fraudulent act or misconduct.

申請機構務必仔細閱讀，理解，接受及同意受以下條款及細則所約束，方符合《中電綠色社區計劃》（下稱“計劃”）申請資助資格。申請機構遞交申請，即被視為接受及同意受此條款及細則所約束，聲明遵守所有計劃要求，並不涉及任何資助申請過程中的欺詐行為。

1. This Programme will provide subsidies to eligible government subvented organisations or schools (the “Applicant Organisation”) to implement project(s) for improving energy efficiency and/or other decarbonization measures (“the Project”) based on the results of energy audit conducted by CLP. The Project includes any of the following building services installations in the building, such as Lighting; and/or Air-conditioning.

此計劃資助合資格的政府資助機構或學校（下稱“申請機構”），實施中電能源審核報告內建議的提升能源效益及／或其他減碳措施項目（下稱“項目”）。項目包括建築物內的以下任何屋宇裝備裝置，例如照明系統及／或空調系統。

2. Application is limited to the Applicant Organisation who has CLP electricity account, except for account that is classified as “Government” which was created for any building, office or facility directly operated by the HKSAR Government.

申請僅限於擁有中電電力賬戶的申請機構，惟“政府”賬戶客戶（由香港特別行政區政府直接營運的屋宇、辦公室及設施）除外。

3. The Applicant Organisation must agree to conduct an on-site energy audit and on-site inspection (both before and after the Project) arranged and carried out by CLP at the supply address as stated in this application form.

申請機構必須同意於供電地址進行實地能源審核及實地檢查（包括項目安裝前及安裝後），該檢查將由中電負責安排進行。

4. The subsidy ceiling for the Project for each building is HK\$3,000,000 or each organisation is HK\$5,000,000, over the period between 1 January 2026 and 31 December 2026 inclusive while funding of the Scheme lasts.

在此計劃基金數額允許的情況下，計劃有效期內（即二零二六年一月一日至二零二六年十二月三十一日）項目資助上限為港幣三百萬元（每幢樓宇）或港幣五百萬元（每個機構）。

5. If the Applicant Organisation is applying or will apply any funding from other programme (whether from CLP or other organisation), the Applicant Organisation shall provide the details of such application including the source of other funding, funding amount from that source, and the application approval status and update CLP from time to time for any development of the application status. This requirement is applicable to all circumstances whether it has applied for, will apply for or has received funding from alternative sources for the project. Any failure to provide details of such other funding programme applied by the Applicant Organisation may result in refusal of its application for this Programme, disqualification of its eligibility of this Programme, and/or cancellation of application approval (together with returning of funding to CLP) under this Programme.

如申請機構正在申請或將申請其他計劃的資助（無論是來自中電或其他機構），申請機構應提供該申請的詳細信息，包括其他資助的來源、該來源的資助金額以及申請的審批狀態，並隨時向中電更新申請狀態的任何進展。此要求適用於所有情況，無論其是否已申請、將申請或已獲得其他來源的資助。未能提供申請機構申請的其他資助計劃的詳細信息，可能會導致其本計劃的申請被拒絕、取消其本計劃的資格和/或取消申請批准（並將資助退還給中電）。

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6. Applicant Organisation receiving funding under the Programme for the installation of solar energy generation system will not be entitled eligible to apply for the Feed-in Tariff (FiT) Scheme for the same project.

此計劃下獲得資助安裝的太陽能發電系統，申請機構不能同時申請可再生能源上網電價（FiT）計劃。

7. In the event that the Applicant Organisation is applying for, intends to apply for, or has obtained any funding from other programme (whether offered by CLP or other organisation), the Applicant Organisation shall provide the full details of such application including the source of other funding, funding amount from that source, and the application approval status and update CLP from time to time for any development of the application status. This requirement is applicable to all circumstances whether it has applied for, will apply for or has received funding from alternative sources for the project. Any failure to comply with this requirement may result in refusal of its application under this Programme, disqualification of its eligibility of this Programme, and/or revocation of any prior application approval, together with the obligation of returning of funding disbursed by CLP under this Programme.

如申請機構正在申請、擬申請或已獲取任何其他計劃的資助（無論是由中電或其他機構提供），申請機構須提供該申請的全部詳情，包括資助來源、申請或獲批之金額以及審批狀態，並須就該等申請狀態之任何變更或最新進展，及時向中電提供更新。此要求適用於所有情況，無論其是否已申請、將申請或已獲得其他來源的資助。倘若未能遵守此要求，可能會導致本計劃的申請被拒絕、喪失本計劃的資格，及/或撤銷任何已獲批之申請，並須退還中電已發放之資助款項。

8. Any income received by the Applicant Organization, whether or not disclosed in the application, shall be deducted from the actual expenses before determining the final amount of funding reimbursement. CLP expressly reserves the right to examine and verify all payment records and supporting documentation submitted by the Applicant Organisation in connection with the funding granted under this Programme.

任何收入，不論是否在申請中列明，均須在確定最終資助撥款金額前，從實際開支中扣除。中電明確保留權利，對申請機構就本計劃所提交的所有付款紀錄及相關證明文件進行審查及核實。

9. Each application shall be accompanied by a comprehensive and detailed budget for the Project. All expenditure items shall be incurred and procured between the date of receiving Final Funding Approval and completion date of the whole Project. In the event that the actual payment made for the Project is less than that the amount budgeted in the application, the funding amount shall be adjusted downwards accordingly.

每份申請須附有完整且詳細的項目預算。所列開支必須在獲得最終資助批核當日起至整個項目完成日期之間發生及採購。假如項目的實際支出少於申請所列的預算，則資助款項將相應下調。

10. The funding shall be reimbursed to the Applicant Organisation/ recipient organisation.

資助款項將會發放予申請機構 / 獲資助機構。

11. The Applicant Organisation shall possess the necessary expertise to undertake, and the capability to supervise, the proposed Project. Consequently, no funding shall be granted for the hiring of additional supervisory / administrative staff to manage or assist in the execution of the Project.

申請機構須具備必要專業知識及能力承擔及監督推行建議項目。因此，本計劃不會提供任何資助以聘用額外之督導 / 行政人員以管理或協助執行該項目。

12. CLP reserves the right to accept or reject the tender and quotation invitation and processing methods used by Applicant Organisation. If the Applicant Organisation uses a marking scheme to assess tenders, the assessment criteria should be clearly stated in the tender or quotation document.

中電會保留是否接受投標及報價方法的權利。若申請機構採用評分方式評核標書或報價單，則須於招標或報價單文件內清楚列明評分標準。

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13. The Applicant Organisation should select the supplier among the bidders of the Project. If the Applicant Organisation wishes to select other bidder, who is not among the bidders in the submitted list, re-tendering and application re-submission are required. Under this circumstance, the application will be treated as a new application. Please note that during the application assessment, the amount of funding would be assessed based on the lowest bid of the energy saving parts irrespective of the bidder ultimately selected.
申請機構應選用其中一個有參與投標的供應商。申請機構如欲選用有提交標書以外的供應商，申請機構須再重新招標，並再重新提交申請，而該重新提交的申請將被視作新申請處理。申請機構須注意，審批申請時，不論最終獲選的供應商屬誰，都會以節能部份報價最低供應商的價格作為審批資助金額的基準。
14. In cases where CLP deems the quoted pricing in a particular tender or quotation to be unreasonable, CLP reserves the absolute rights to adjust the funding amount to closer to market prices as assessed by CLP.
對於一些不合理的項目標價，中電有權根據中電所評估與市場貼近的價錢而批款。
15. The Applicant Organisation should bear full responsibilities for ensuring that the Project is implemented in a safe manner.
申請機構須自行承擔全部責任，確保項目以安全方式實施。
16. The Applicant Organisation shall ensure that all installation in associate with energy efficiency improvement retrofitting project shall comply with the Building Energy Efficiency Ordinance (Cap. 610).
申請機構須確保新裝置符合《建築物能源效益條例》(第 610 章)所訂明的能源效益標準。
17. The Applicant Organisation should dispose of his/her replaced equipment properly.
申請機構必須適當地棄置被更換的產品。
18. The Applicant Organisation shall implement the Project(s) at the applied building based on the recommendations of energy audit report. The Applicant Organisation should complete the installation and arrange for CLP to conduct on-site post-installation inspection within 12 months from the date of issuance of the Final Approval Letter.
申請機構只能根據能源審計報告的建議在申請的建築物內實施項目。申請機構必須在最終批准信件發出之日期起 12 個月內完成安裝，並安排中電進行安裝後現場檢查。
19. Before approving any subsidy, an on-site post-installation inspection shall be arranged at the applied building specified in the application to check the accuracy of the information provided in the tendering documents or quotation, the copy(is) of the proof of purchase, contract, letter of award, and the proper installation of new equipment.
在批准補貼之前，將安排在申請的建築物進行安裝後現場檢查，以核實投標文件或報價單所提供資料、購買證明、合同、中標通知書的副本以及新設備的正確安裝是否準確。
20. The funding granted shall not be used to make any payments to individual members of the public as a financial reward for their participation in any activity associated with the Project.
符合本指引的其他條文下，資助款項不得用來支付個別市民，作為他們參與和項目有關的活動的報酬。
21. Any use of the capital items procured with the subsidy for the purpose of generating revenue (including, without limitation, through resale), or any relocation of the capital items within five years after completion of the Project shall require prior written approval from CLP.
如在項目完成後五年內，使用經由資助款項購買的資本物品以產生收入（包括但不限於轉售）或搬遷該等資本物品，必須事先得到中電之書面批准。

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22. If any fraudulent act is found, CLP reserves the right to take appropriate legal action, request the immediate return of any subsidy paid and disqualify the Applicant Organisation from participation in the Programme. Fraudulent cases include, but are not limited to, overstating the number of purchased eligible equipment and relevant item(s) for the subsidy application, resale of and relocation of the equipment without prior notification to CLP.
如發現任何欺詐行爲，中電保留採取法律行動，要求立即退還已支付的資助及取消該申請機構參加此計劃的資格的權利。欺詐行爲包括但不限於虛報資助申請中實際購買的合格設備及相關項目的數量、轉售設備及於未經事先通知中電下任意變更設備位置。
23. The Application Organisation shall have full ownership of, and responsibility for, all equipment and capital items procured using the Programme.
申請機構對經由資助款項購買的設備及資本物品擁有全部所有權及須承擔責任。
24. CLP shall assume no responsibility whatsoever for the repair and maintenance or for any incidents or accidents associated with the usage of the equipment installed under the Programme.
中電對申請機構於此計劃內安裝的合格產品的維修、保養及使用過程中發生的事故或意外不承擔任何責任。
25. The Applicant Organisation may submit a written request to CLP to withdraw its application before obtaining CLP's approval, or to cancel the approved application, provided that such request is accompanied by a legitimate supporting reason and is subject to CLP's acceptance. An application may only be resubmitted after a mandatory cooling-off period of 3-month from the withdrawal date. When resubmitting an application, the Applicant Organisation shall set out clearly the differences between the resubmitted application and the original application, together with the reason of the resubmission. The revised application shall be treated as a new application, and shall be subject to a fresh assessment procedures as set out in the Programme application guideline.
申請機構可於獲得中電批准前致函中電撤回未批准的申請，或取消已批准的申請，但須以附上支持理由並以中電接受為準。申請可在撤回日期起三個月的強制冷靜期後重新提交。重新提交申請時，申請機構須清楚列明重新提交的申請與原申請之差異，以及重新提交的原因。經修訂的申請會視作全新的申請，並按照本計劃申請指引所載之評審程序重新審核。
26. CLP may, at its sole discretion, to suspend, terminate or rescind any or all of the funding approved for or disbursed to the Applicant Organisation for the Project, under the following circumstances:
在下列情況下，中電可按其全權酌情權向申請機構暫停、終止或索回對項目已批核或發放的任何或全部資助：
- a. A copy of the signed contract or contract award notification cannot be submitted to CLP after receiving Final Funding Approval;
項目在獲得最終資助批核後，未能向中電提交已簽訂的合約或中標通知副本；
 - b. If CLP deems the Project not to have progressed in the satisfactory manner, and no explanation is given to the satisfaction of CLP;
中電認為項目的進度未如理想，且申請機構未能提出合理及使中電滿意的解釋；
 - c. If the Applicant Organisation fails to comply with the funding conditions as set out in this Guide and/or the approval letter and/or the Confirmation Letter, and no explanation has been given to the satisfaction of CLP;
申請機構未有遵守本指引及 / 或批核信及 / 或資助協議所載的資助條件，而未能提出合理及使中電滿意的解釋；
 - d. If the Applicant Organisation is or becomes unable to fund its share of the Project in accordance with the approved budget and payment schedule;
假如申請機構未能或變得無法根據獲批核項目的預算及支付時間表繳付款項；
 - e. If the Applicant Organisation becomes insolvent or is unable to pay its debts as and when they fall due;
假如申請機構出現資不抵債或無能力按到期支付款項；

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- f. If the usage or status of the newly installed equipment deviates from the original application, or it has been relocated, or resold within five years of the Project completion without prior written approval of CLP;
在未經中電事先書面批准的情況下，申請機構在項目完成後五年內把獲資助的設備搬遷、轉售、或作其他違反原意的用途；
- g. Any other circumstances which CLP, at its sole discretion, considers warranting such action.
任何其他由中電全權酌情認定為需要採取上述行動的情況。
27. For any suspension, termination, or rescission of funding in accordance with Clause 26, CLP shall give one month's written notice to the Applicant Organisation, stating the reasons for such withholding of support. In cases of suspension, the Applicant Organisation shall demonstrate to CLP's satisfaction that appropriate remedial measures have been taken to rectify the problem(s) identified, before CLP resumes funding, subject to CLP's further review and approval. In cases of funding termination, any funding already disbursed shall be immediately returned to CLP without delay.
中電如根據第 26 條暫停 / 終止 / 索回資助，須給予申請機構發出一個月的書面通知，並說明暫停 / 終止 / 索回資助的理由。在被暫停資助後，申請機構須向中電證明已採取措施糾正所識別問題，並經中電進一步審核及批准後，中電才會恢復資助。一旦被終止資助，申請機構須立即把任何已發放的款項退還予中電。
28. If the Applicant Organisation uses all or part of the funding for any purpose other than those permitted in accordance with the terms of the Programme and the approved Project, the portion of the funding so used shall be immediately returned by the Applicant Organisation to CLP without delay.
如申請機構將部分或所有資助款項用作與本計劃條款及獲批項目不符的用途，申請機構須立即向中電退還有關款項。
29. The Applicant Organisation shall obtain prior written approval from CLP for any proposed changes to the Project, whether major or minor, before these are implemented in the Project.
申請機構擬對項目作出任何的改動（不論屬重大或輕微），須事先獲得中電的書面批准，方可執行。
30. All Applicant Organisations shall adopt and maintain a policy of openness, impartiality and fairness in the procurement process when implementing the Project.
申請機構進行資助項目時，須採取並維持公開、公正及公平的採購政策。
31. The Applicant Organisations should ensure their members, staff, contractors, employees and agents are prohibited from soliciting or accepting any advantages, and require them to declare any conflict of interest, in connection with their funded Project. All declarations of interest relating to Projects funded by the Fund should be properly documented and submitted for inspection by CLP.
就資助的項目，申請機構應確保禁止其成員、職員、承辦商及代理人索取或收受任何利益，並要求他們申報任何利益衝突。有關機構須妥善記錄所有與資助項目有關的利益衝突申報，並提交中電查核。
32. The Applicant Organisation shall grant CLP, unconditionally and irrevocably, the right to publish in the latter's communication materials, whether for internal or external readership, results, findings and any other information provided in its application and the Project completion reports.
申請機構須無條件授權中電在中電印刷品或宣傳品中刊登與申請有關的項目成果、研究結果，以及申請表格和完成報告書等所載的任何其他資料。有關授權不得撤回。
33. CLP has the right to conduct unannounced inspections at any time after the completion of the Project to verify that the new equipment installed is not relocated, its usage remains consistent with its original approved purpose, or it has not been resold, unless prior written approval has been obtained from CLP.
中電有權在項目完成後的任何時間對項目進行突擊檢查，以核實獲資助的設備未經中電事先書面批准而搬遷、用途未偏離原先獲批目的，或未被轉售。

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34. Use of the Programme name “CLP Community Green Programme” and its logo for any other purposes shall be subject to prior written approval from CLP.
如欲使用“中電綠色社區計劃”的名稱及徽號作其他用途，須事先獲得中電書面批准。
35. The Applicant Organisation shall ensure that all information provided in the application form and the payment documentation are complete, true and accurate. CLP shall have the final discretion to reject any application or terminate the Applicant Organisation’s participation in the Programme if any inaccurate or false information is provided. The Applicant Organisation shall indemnify CLP against and shall be solely liable for all claims, losses, damages, costs or expenses incurred or suffered by CLP as a result, whether directly or indirectly, of such inaccurate or false information.
申請機構應確保其在申請表及付款文件內提供的資料完整、真實且準確。如發現申請過程中申請機構提供任何不準確或錯誤的資料，中電擁有最終酌情權駁回申請或中止申請機構參與此計劃。倘中電因申請機構提供的不準確或錯誤資料而直接或間接招致任何申索、損失、損毀、費用或開支，申請機構須對中電作出彌償，並承擔全部責任。
36. Any failure to comply with these Terms and Conditions and the Application Guide could result in refusal of its application for this Programme, disqualification of its eligibility of this Programme, and/or cancellation of application approval (together with returning of funding to CLP) under this Programme.
如有任何違反此條款及細則的行為，中電將全數追回已支付資助並取消申請機構參加此計劃的資格。
37. CLP may, at any time at its sole discretion, update, amend or change these Terms and Conditions, without prior notice to Applicant Organisations and/or fund recipient organisations.
中電對於接受或拒絕任何資助申請及中止計劃而不作提前通知擁有最終酌情權。中電對於修改資格要求、條款及細則、計劃程序、計劃要求以及資助額度而不作提前通知擁有唯一酌情權。
38. Any part of these Terms and Conditions which is invalid for any reason shall be ineffective only to the extent of such invalidity shall not affect the validity of the remaining provisions hereof or the validity of such provision.
本條款和條件中的任何部分因任何原因無效，僅在該無效範圍內無效，不影響其餘條款的有效性或該條款的有效性。

Personal Information Collection Statement

1. Purpose of Collection

- a. Personal data is collected for the purposes of
 - assessing and processing your application of the Programme and other directly related purposes; and
 - updating the records of electricity accounts held by the Applicant Organisation, to ensure that the information kept in our record for the supply of electricity and any directly related purposes is accurate and complete.
- b. The Applicant Organisation may choose whether or not to provide CLP with personal data. However, in the absence of the required personal data that was, at the time of collection, either specified as mandatory or not optional, the application to the Scheme may be delayed, deferred or rejected due to inability to assess the application.

2. Transfer of Personal Data

- a. For any of the purposes stated above, CLP may transfer any of the collected personal data in the application form and other related documentation for the Scheme to the following third parties:
 - CLP Group companies, including subsidiaries and affiliated companies within the CLP Group in Hong Kong;
 - service providers engaged by CLP for any of the purposes stated above;
 - entities (including entities outside Hong Kong) for conducting research and preparing statistics relating to any of the purposes stated above; and
 - related Government bodies which are responsible for conducting the Scheme analysis, assessments, reporting, and planning.
- b. CLP will disclose data when required to do so by law and may also disclose such data in response to requests from law enforcement agencies or other government and regulatory authorities.

3. Access and Correction of Personal Data

- a. The Applicant Organisation has a right to request access to, and the correction of, his/her personal data in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486). Requests for access and correction should be made in writing to Senior Engineer, Retail Strategy & Product Portfolio Management, Customer Success & Experience, CLP Power Hong Kong Limited, 3/F The Laguna Mall, 8 Laguna Verde Ave, Hung Hom, Kowloon. A charge will be made to cover the cost of photocopying the data supplied.

4. Privacy Policy Statement

- a. The Applicant Organisation can find out more about CLP's policies on privacy and personal data protection by accessing CLP's privacy policy statement available on the CLP website at www.clp.com.hk.

個人資料收集聲明

1. 收集個人資料的用途

a. 收集的個人資料主要用於下列用途

- 甄選和處理項目申請及與此直接有關的用途；及
- 更新申請人名下電力賬戶的檔案，以確保我們於提供電力服務及相關用途上使用正確及完整的資料

b. 申請人可選擇是否向中電提供個人資料。然而，若缺乏所需的個人資料（包括必須填寫的資料或非選擇性提供的資料），有關的項目申請可能因為無法進行甄選而導致延誤或拒絕受理。

2. 個人資料的轉移

a. 就上述任何用途之需要，中電可能會將項目申請表及其他有關文件內所提供之個人資料轉移給下述的第三方：

- 中電集團的公司，包括中電集團在香港的附屬和關聯公司；
- 由中電就上述任何用途需要而聘用的服務供應商；
- 就上述任何用途作研究及製作統計資料的統計機構(包括香港以外的機構)；及
- 負責為項目作分析、評估、報告、策劃的相關政府機構。

b. 如有法例規定，中電會披露有關資料，亦可能會應執法機關及其他政府及監管機構的要求披露相關資料。

3. 查閱或更正你的個人資料

a. 根據《個人資料(私隱)條例》(第 486 章)，申請人有權查閱及更正其個人資料。有關索閱及更正個人資料的要求，請致函九龍紅磡海逸道 8 號海逸坊 3 樓，中華電力有限公司，客戶成功及體驗，零售策略及產品管理，高級工程師。本公司會就所提供的個人資料，收取影印費用。

4. 私隱政策聲明

a. 申請人可以登入中電的網站 www.clp.com.hk 查閱中電的私隱政策聲明，以了解更多關於中電在私隱及個人資料保障方面的政策。