教育局

個人資料收集聲明
Personal Information Collection Statement

收集個人資料的目的
Purpose of Collection

1. 你在本表格提供的個人資料,會供教育局用於以下一項或多項用途:
   The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:

   (a) 處理教育相關事宜,包括處理、核實、審核資格及查證各項補助和津貼,以及由教育局提供的教育服務的申請,和調查及跟進學生缺課/輟學及離校個案;
   Activities relating to education related matters, including processing, authentication and assessment on eligibility and counter-checking of the form for individual grant and subsidy as well as education service provided by the EDB, and investigating and following up student non-attendance / dropout and departure cases;

   (b) 就上文(a)項所述申請的處理、核實、審核資格及查證,將個人資料與政府相關政策局/部門資料庫進行核對;
   Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the form mentioned in (a) above;

   (c) 將個人資料與教育局資料庫進行核對,以核實/更新教育局的記錄;以及
   Activities relating to matching of the personal data within the database of the EDB for purposes of verifying / updating records of the EDB; and

   (d) 編製統計資料、研究及政府刊物。
   Activities relating to compilation of statistics, research and Government publications.

2. 你必須按本表格的要求及於本局處理本表格的過程中提供個人資料。假如你沒有提供該等個人資料,本局可能無法辦理或繼續處理有關表格。
   The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the form.

可獲轉移資料者
Classes of Transferees

3. 你提供的個人資料會供教育局人員取閱。除此之外,本局亦可能會向下列各方或於下述情況轉移或披露該等個人資料:
The personal data you provide will be made available to persons working in the EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-

(a) 政府其他政策局及部門,以用於上文第 1 段所述的用途;
other Government bureau and departments for the purposes mentioned in paragraph 1 above;

(b) 與本表格相關的學校,以用於上文第 1 段所述的用途;
the school in which the form relates for the purposes mentioned in paragraph 1 above;

(c) 你曾就披露個人資料給予訂明同意;以及
where you have given your prescribed consent to such disclosure; and

(d) 根據適用於香港的法例或法庭命令授權或規定披露個人資料。
where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

查閱個人資料
Access to Personal Data

4. 你有權要求查閱及更正教育局所持有關於你的個人資料。如需查閱或更正個人資料,請以書面向以下人士提出:高級教育主任(學位分配)1(地址:九龍九龍塘沙福道 19 號教育局九龍塘教育服務中心西座平台學位分配組或電郵:sspaspa@edb.gov.hk)。
You have the right to request access to and correction of your personal data held by the EDB. Request for access or correction of personal data should be made in writing to Senior Education Officer (School Places Allocation)1 at School Places Allocation Section, Education Bureau, Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon or email to sspaspa@edb.gov.hk.