



To: The Hong Kong Institute of Human Resource Management (“HKIHRM”) and Civil Service Bureau (“CSB”)

**CONSENT FORM FOR HKIHRM JOB CREATION SCHEME RANDOM CHECK**

I \_\_\_\_\_, holder of HKID No. \_\_\_\_\_ ( ), hereby authorise the HKIHRM to verify and obtain any information from my previous tertiary institution in relation to the HKIHRM Job Creation Scheme (“the Scheme”).

<b>Previous Tertiary Institution</b> (Please state the highest academic qualification)		
Name of the Academic Institution		
Academic Qualification:	HKCEE/ HKDSE	Diploma or above
Year of Graduation		
Contact Information of the Respective Faculty	Email:	
	Tel:	
<b>Contact information of the eligible employee</b>		
Email:		
Contact No.:	852-	

I also authorise/understand that:

- The HKIHRM and/or the CSB to contact Government departments or other relevant institutions/persons for verification or clarification of the information for the purposes of monitoring;
- The HKIHRM and/or the CSB to collect my information, including the personal data as defined under the Personal Data (Privacy) Ordinance. The use of the data is related to the purposes as stated in the Terms and Conditions (including the Privacy Policy) of the Scheme;
- Making any false statements, misrepresenting and concealing facts, or furnishing false documents in an attempt to deceive the HKIHRM and/or the CSB constitutes a criminal offence and may subject to legal liability. The aforesaid actions would render the Applicant Employer liable to disqualification from the Scheme, and liable to repayment of any subsidy granted to the Government;
- In order to protect privacy, the HKIHRM and/or the CSB will, in accordance with the personal data (Privacy) Ordinance (Cap. 486) and the nature of the personal data collected, adopt all reasonably practicable measures to ensure that all personal data are correct and kept securely and confidentially, and will follow the relevant legislation in making corrections and giving access to data; and
- Personal data provided in the application will be kept by the HKIHRM and/or the CSB for a reasonable period of time as may be required, for the above specific purposes for which they were collected and in accordance with the relevant statutory provisions. The data will be erased afterwards.

**X**

Signature of eligible employee

Date:

**X**

Signature of applicant employer and company chop

Date: