Validation/驗證 Print/列印

To **Drainage Authority (DA)**, G/F, Western Magistracy, 2A Pok Fu Lam Road, Hong Kong
致：排水事務監督，香港薄扶林道 2A 號西區裁判法院地下
(Fax/傳真： 3104 6433; Email/電郵：customer_services@dsd.gov.hk)

Application form for revision on discharge factor/COD values
修改污水排放比率/化學需氧量數值申請表格

Name of Applicant (English): _____
申請人姓名 (英文)

Name of Applicant (Chinese): _____
申請人姓名 (中文)

Daytime Contact Telephone No. : _____ Fax No. : _____
日間聯絡電話 傳真號碼

Account No. : _____
用戶編號

Business Type @ : _____
商業類別

Business Registration No.@ : _____
商業登記證號碼

Name of Registered Consumer (if different from above) : _____
註冊用戶名稱 (如與上者不同)

Relationship between Applicant & Registered Consumer (if different) : _____
申請人如非註冊用戶，請註明其與註冊用戶的關係 _____

Full Service Address : _____
詳細用水地址 _____

Mailing Address (if different from above) : _____
郵寄地址 (如與上者不同) _____
_____

Request for Revision on Discharge Factor / COD Values
要求修改污水排放比率/化學需氧量數值

I apply for revision on the *discharge factor / COD values for the above premises.
本人申請修改上述單位的污水*排放比率/化學需氧量數值。

(Upon receipt of the request, the DA will notify the customer the procedures to be followed and the information to be submitted in support of the application for discharge factor / COD values revision.)
(一俟收到要求，排水事務監督會通知用戶跟進程序以及用戶須遞交用作支持修改污水排放比率/化學需氧量數值申請的資料。)

Date: _____ Signature of Applicant: _____
日期 申請人簽署

* Delete whichever if inappropriate
請刪去不適用者

@ If applicable
如適用者

Statement of Purposes
用途聲明

1. When processing this application, DSD may ask the applicant to provide additional information and the submission of information is voluntary. Insufficient information may prevent DSD from processing your application.
在處理本申請時，本署可能要求申請人提供更多資料，資料提供純屬自願。在資料不足夠的情況下，本署或未能為閣下處理申請。

2. The applicant fully understands and agrees that DSD may use the information provided for the purpose of or in connection with this application or other related matters, or transfer to other government departments for law enforcement purpose.
申請人完全明白及同意本署可把在申請時收集所得資料，用於處理本申請、或與這些方面有關連的事宜、或轉交給其他政府部門作執法用途。

3. You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data. Such requests may be made in writing. A fee may be imposed for complying with a data access request.
根據《個人資料(私隱)條例》第 18 條及 22 條以及附表 1 第 6 原則所述，你有權查閱及修正個人資料。查閱的權利包括有權索取本申請表格所提供的個人資料的複本一份。請以書面形式提出要求。本署應查閱要求而提供資料時，可能要徵收費用。

4. The customer should approach the Water Authority at 7 Gloucester Road, Immigration Tower, Hong Kong (Tel: 2824 5000) for general matters relating to the account, e.g. change of registered account holder and/or mailing address, termination of account, and enquiries concerning the water consumption.
用戶可往香港告士打道 7 號入境事務大樓的水務監督辦事處 (電話 : 2824 5000) 辦理有關一般帳戶事宜，例如更改帳戶的註冊用戶及 / 或郵寄地址、終止帳戶及有關用水量的查詢。

5. The customer may contact our Customer Services Section at 2834 9432 or in person at our office on G/F, Western Magistracy, 2A Pok Fu Lam Road, Hong Kong for assistance in completing this form.
用戶如在填寫本表格時有任何疑問，可致電 2834 9432 與本署客戶服務部聯絡或親臨香港薄扶林道 2A 號西區裁判法院地下排水事務監督辦事處。