

推薦食品生產商註冊申請表
(適用於出口往內地的指定 18 類食品)

**Application for Recommendation on Food Manufacturer Registration
(Applicable to Export of the Specified 18 Categories of Food Products to the Mainland)**

甲部 Part A 申請人資料 Particulars of Applicant

- (1) 食品生產商名稱 : _____
Name of Food Manufacturer
- (2) 業務名稱 : _____
Name of Business
- (3) 食物商登記號碼／獲豁免號碼 : _____
Trader Registration No./Exemption No.
- (4) 通訊地址 : _____
Correspondence Address

- (5) 聯絡人姓名 : _____
Name of Contact Person
- (6) 電話號碼 : _____
Telephone No.
- (7) 傳真號碼 : _____
Fax No.

乙部 Part B 食物製造廠資料 Particulars of Food Factory

- (1) 食物製造廠牌照號碼 : _____
Food Factory Licence No.
- (2) 食物製造廠地址 : _____
Address of Food Factory

- (3) 申請食品類別編號¹ : _____
Category No. of Food Product under
Application¹

¹ 請參照注意事項 (1) 的說明填上一個合適的食品類別編號。
Please refer to Note (1) to fill in **ONE** appropriate food category number.

丙部 Part C 食品資料² Details of Food Product²**項目 (1) Item (1)**

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位) China CIQ code (3 Digits)

項目 (2) Item (2)

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位) China CIQ code (3 Digits)

項目 (3) Item (3)

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位) China CIQ code (3 Digits)

項目 (4) Item (4)

(a) 品牌 Brand Name	(b) 產品說明 Product Description
(c) 中國 HS 編碼 (10 位) China HS code (10 Digits)	(d) 中國檢驗檢疫編碼 (3 位) China CIQ code (3 Digits)

如丙部的空位不敷應用，請複印本頁填寫。 If there is not enough space in Part C, please use a copy of this page.

² 在丙部填寫的所有食品均應與乙部 (3) 所述屬同一類別。此外，請按照注意事項 (3) 的說明為每一項食品附上相應的附加文件。

All food products filled in Part C should be under the same category as mentioned in Part B(3). In addition, please follow the instruction of Note (3) to attach the corresponding supporting documents for each food product.

丁部 Part D 聲明 Declaration

本人謹此聲明：本人是本申請表所指的食品生產商，本申請表中填報的資料均屬真實無訛，擬出口到內地的食品亦與所填報者相同。本人完全明白所提供的資料及文件會轉交中華人民共和國海關總署以處理相關申請。本人並完全明白第 6 頁的《收集個人資料聲明》。

I hereby declare that I am the manufacturer of the food product in respect of which this application is made and that the particulars given in this application are true and that the food product to be exported to the Mainland shall be as described. I fully understand the information and documents provided shall be forwarded to the General Administration of Customs of the People's Republic of China for processing the application. I also fully understand the "Personal Information Collection Statement" on page 6.

申請人姓名 : _____ 簽署 : _____
Name of Applicant (請以正楷填寫) Signature
(in BLOCK letters)

日期 : _____ 公司印章 : _____
Date Company Chop

注意事項 Notes for Attention

(1) 每宗申請只適用於以下其中一類食品：

Each application shall only be applicable to **ONE** of the following food categories:

- | | | |
|--|--|---|
| 01 肉與肉製品
Meat and Meat Products | 07 蛋與蛋製品
Eggs and Egg Products | 13 調味料
Condiments |
| 02 腸衣
Casings | 08 食用油脂和油料
Edible Oils and Fats and
Oilseeds | 14 堅果與籽類
Nuts and Seeds |
| 03 水產品
Aquatic Products | 09 包餡麵食
Stuffed Pastry Products | 15 乾果
Dried Fruits |
| 04 乳品
Dairy Products | 10 食用穀物
Edible Grains | 16 未烘焙的咖啡豆與可可豆
Unroasted Coffee Beans
and Cocoa Beans |
| 05 燕窩與燕窩製品
Bird's Nests and
Bird's Nest Products | 11 穀物制粉工業產品和麥芽
Milled Grain Industry
Products and Malt | 17 特殊膳食食品
Foods for Special Dietary
Purposes |
| 06 蜂產品
Bee Products | 12 保鮮和脫水蔬菜以及乾豆
Fresh and Dehydrated
Vegetables and Dried Beans | 18 保健食品
Functional Foods |

以上食品分類乃參照中華人民共和國海關總署（海關總署）依據中國 HS 編碼和檢驗檢疫編碼的定義而定。

The food categories above refer to the definitions of the General Administration of Customs of the People's Republic of China (the GACC) based on the China HS codes and CIQ codes.

注意事項 Notes for Attention

(2) 申請人必須提供以下文件：

The applicant shall provide the following documents:

- (i) 上文乙部所述食物製造廠的有效牌照副本；
A copy of the valid licence of the food factory mentioned in Part B above;
- (ii) 有關食物製造廠的食品安全管理系統證明書（例如 ISO 22000 證書）副本；及
A copy of the certificate of food safety management system (such as ISO 22000 certification) of the food factory; and
- (iii) 海關總署「進口食品境外官方推薦生產企業註冊申請書」連同「生產企業註冊條件及對照檢查要點」〔可於海關總署網頁下載〕。
The GACC's "Application Form for Official Recommendation on Registration of Overseas Manufacturers of Imported Products" together with "Registration Conditions and Inspection Focuses for Manufacturers of Imported Products" [may be downloaded from the website of the GACC].

(3) 申請人必須就上文丙部所述的每項食品提供以下文件：

The applicant shall provide the following documents for **EACH** of the food items mentioned in Part C above:

- (i) 食品成分資料；
Information on the food ingredients;
- (ii) 由食品成分原產地發出的衛生證明書副本（如適用）；
A copy of the health certificate issued by the place of origin of the food ingredients (if applicable);
- (iii) 食品的生產流程圖；
Manufacturing flowchart of the food product;
- (iv) 食品包裝的完整清晰圖片；及
Full and clear pictures of the food package; and
- (v) 由認可機構發出的證明書連同相關檢測報告，證明食品符合中華人民共和國國家標準。
Certificate with relevant test reports issued by a recognised institute certifying that the food product complies with the national standard of the People's Republic of China.

(4) 提供的文件應為英文及／或中文。

The documents provided shall be in English and/or Chinese.

(5) 除上文事項（2）及（3）所列的資料及文件外，食物環境衛生署可能會按個別情況要求申請人提供其他補充資料及文件。

In addition to the information and documents listed in Notes (2) and (3) above, the Food and Environmental Hygiene Department may require the applicant to provide other supplementary information and documents depending on individual circumstances.

(6) 如申請人提供的資料及／或文件不足，本署可暫停處理其申請直至申請人提供所有資料及文件為止。

If the information and/or documents provided by the applicant are insufficient, this Department may suspend processing the application until the applicant has provided all the required information and documents.

注意事項 Notes for Attention

- (7) 申請須通過本署初步審核，包括獲海關總署確認有關食品可出口到內地。在通過初步審核後，申請人須於 14 個工作天內繳交推薦註冊申請費港幣 9,104 元（費用以本署最新公布為準）。逾期未繳費個案將被視為放棄申請，本署會終止有關個案。申請人日後若有意作相同申請，必須重新提交新申請表及相關文件。
- The application has to pass a preliminary review by the Department, which involves the confirmation by the GACC that the relevant food product can be exported to the Mainland. After the application has passed the preliminary review, the applicant has to pay a fee of HK\$9,104 within 14 working days for the application for recommendation on registration (the amount is subject to the latest announcement of the Department). Failure to pay the fee within the due date will be regarded as an abandoned application and the Department will terminate the case. If the applicant intends to make the same application in future, he/she must submit a new application form with relevant documents.
- (8) 不論推薦註冊最終獲海關總署接納與否，所繳費用概不發還。
- Regardless of whether the recommended registration is finally accepted by the GACC or not, the fee paid is non-refundable.
- (9) 若申請人所提供的所有資料及文件均符合相關註冊規定，並已繳付申請費用，推薦註冊可在 21 個工作天內完成。
- If all the required information and documents provided by the applicant have met the registration requirements and the application fee has been paid, recommendation on registration may be completed within 21 working days.
- (10) 推薦註冊獲接納與否全屬海關總署的決定。
- Acceptance of the recommendation on registration is entirely the decision of the GACC.
- (11) 若推薦註冊獲海關總署接納，申請人須確保每批次出口到內地的相關食品均符合當地的相關法例及規定。
- If the recommendation on registration is accepted by the GACC, the applicant must ensure that each consignment of the food product exported to the Mainland complies with the relevant laws and requirements there.

遞交申請表及查詢 Submission of Application and Enquiries

香港金鐘道 66 號金鐘道政府合署 43 樓
食物環境衛生署食物安全中心
電話號碼：2867 5560 傳真號碼：2521 4784

Centre for Food Safety, Food and Environmental Hygiene Department
43rd Floor, Queensway Government Offices
66 Queensway, Hong Kong
Tel. No.: 2867 5560 Fax No.: 2521 4784

收集個人資料聲明 Personal Information Collection Statement

(1) 收集資料的目的 Purpose of Collection

你在本申請表格所提供的個人資料，會由食物環境衛生署作規控食物出入口及食物安全用途。提供個人資料與否純屬自願。但如果提供的資料不足，我們可能無法處理你的申請。 Your personal data provided by means of this application form will be used by the Food and Environmental Hygiene Department for controlling food importation and exportation as well as food safety. The provision of personal data is voluntary. However, if you do not provide sufficient information, we may not be able to process your application.

(2) 資料轉交的對象 Classes of Transferees

你所提供的個人資料，主要供本署內部及中華人民共和國海關總署使用，但也可能在有需要時就以上第 1 段所列的用途向其他政府部門或有關方面披露，包括船運、航空或運輸公司。除此以外，你的個人資料只會披露給你曾同意向其披露的相關各方，或用作《個人資料（私隱）條例》所核准的資料披露。

The personal data you provide is mainly for use within the Department and the General Administration of Customs of the People's Republic of China but it may also be disclosed to other government branches and departments or relevant parties, including shipping, airline or transportation companies, for the purposes mentioned in paragraph 1 above if necessary. Apart from this, the data may only be disclosed to parties to which you have given consent to making such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

(3) 查閱及修正個人資料 Access and Correction to Personal Data

根據《個人資料（私隱）條例》第 18、22 條及附表 1 第 6 原則所述，你有權查閱及修正個人資料，包括有權取得你在本申請表格提供的個人資料副本。查閱資料或須收費。

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 provided in this application form. A fee may be imposed for complying with a data access request.

(4) 查詢 Enquiries

如對所提供的個人資料有任何查詢（包括查閱及修正資料），請聯絡：

香港金鐘道 66 號金鐘道政府合署 43 樓
食物環境衛生署食物安全中心
高級行政主任（食物安全中心）
電話號碼：2867 5300

All enquiries concerning the personal data provided, including making access and correction, should be addressed to:

Senior Executive Officer (Centre for Food Safety)
Centre for Food Safety, Food and Environmental Hygiene Department
43rd Floor, Queensway Government Offices, 66 Queensway, Hong Kong
Tel. No.: 2867 5300