



## ICAC Service Request Form

### 要求廉政公署服務表格

**To / 致** : **Hong Kong Ethics Development Centre, ICAC (Attn: Ms. Poon)**  
**廉政公署香港道德發展中心 (潘女士)**

**Address / 地址** : **8/F, 303 Java Road, North Point, Hong Kong**  
**香港北角渣華道303號8樓**

**Fax. No./ 傳真號碼** : **2519 7762**

I am interested in the following services provided by the ICAC (may tick more than one item):

本人希望廉政公署提供下列服務 (可選擇多於一項)：

- Formulate or review company code of conduct / 制定或修訂公司紀律守則
- Arrange training seminars for staff / 為職員安排培訓講座
- Review and strengthen internal control systems / 檢討及加強內部監控系統
- Assist in organizing staff activities on anti-corruption theme / 協助安排員工倡廉活動
- Subscribe e-mail alert of the Hong Kong Ethics Development Centre / 訂閱香港道德發展中心電郵通訊

Company Name / 公司名稱 : \_\_\_\_\_

Company Address / 公司地址 : \_\_\_\_\_  
: \_\_\_\_\_

Contact Person / 聯絡人 : \_\_\_\_\_

Post Title / 職銜 : \_\_\_\_\_

Tel. No. / 電話號碼 : \_\_\_\_\_ Fax. No. / 傳真號碼 : \_\_\_\_\_

Email Address / 電郵地址 : \_\_\_\_\_

Date of Request / 日期 : \_\_\_\_\_

*The information provided in this form will be used for providing ICAC services to you. Under Section 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance, you have the right of access to make correction of your personal data provided in this form. Such access to personal data should be addressed to Ms. Esther Poon (Tel: 2899 3793). This form will be kept for 3 months after it is received by the ICAC.*

你在本表格所提供的資料，將用作向你提供防貪服務。根據《個人資料(私隱)條例》第18條、第22條及附表1第6原則，你有權要求查閱及更正本表格內填報的資料。如有需要，請致電2899 3793與潘美寶女士聯絡。本表格會由接獲日期起計保存三個月。