外籍家庭傭工僱傭事宜簡介會

日期 ：2023 年 6 月 28 日（星期三）
時間 ：下午 2 時 45 分至 5 時（下午 2 時 15 分開始登記入座）
場地 ：香港銅鑼灣高士威道66號香港中央圖書館演講廳
內容 ：**第一部分** – 香港勞工法例下外籍家庭傭工（外傭）僱主的權益和責任；及
第二部分 – 為外傭創造共融工作環境的良好常規（嘉賓講者：平等機會委員會代表）
對象： 外傭僱主（特別是首次聘用外傭的僱主）
語言： 廣東話
費用： 全免

報名表格

請填妥報名表格並於**2023年6月26日（星期一）或之前**
以傳真或電郵方式交回勞工處外籍家庭傭工科。
（傳真號碼：**3101 0604**；電郵地址：**fdh-enquiry@labour.gov.hk**）

中文姓名：_____ 英文姓名：_____
電話：_____ 傳真號碼：_____
電郵地址（請以大楷填寫）：☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

請回答以下問題。你提供的資料有助我們計劃未來的宣傳工作。

1. 你有多少年聘請外傭的經驗?
☐ 沒有經驗 ☐ 2 年至 4 年
☐ 少於 2 年 ☐ 4年以上

2. 你如何得悉是次簡介會?
☐ 勞工處網頁 或 政府新聞公告 ☐ 職業介紹所
☐ 親友 ☐ 香港中央圖書館
☐ 其他：_____

如對簡介會有任何查詢，請致電3582 8993（服務時間：星期一至五，上午9時至下午1時，下午2時至下午6時15分，公眾假期除外）。

請注意：
1. 每位申請人須填寫一份報名表格。如有需要，可自行影印。
2. 名額有限，先到先得。勞工處外籍家庭傭工科保留接納或拒絕任何人士報名的權利。
3. 本處會於申請人遞交報名表格後五個工作天內，以電郵方式通知報名結果。若申請人只能提供傳真號碼，本處則會以傳真通知報名結果。如你在有關日期後仍未收到報名結果，請致電3582 8993查詢。
4. 申請人於報名表格所提供的個人資料將只會用作辦理是次簡介會報名事宜，有關資料將會在簡介會後銷毀 。
5. 如在簡介會當日中午12時，天文台已懸掛／將會懸掛八號或以上烈風或暴風信號；或已發出／將會發出黑色暴雨警告，是次簡介會將會取消。

辦事處專用
☐ 你已成功報名參加是次簡介會。你的報名編號為：_____
請注意: 參加者於簡介會當日須提供報名編號以作登記及安排入座之用。
☐ 是次簡介會名額已滿。多謝你的支持。

Briefing on Employment of Foreign Domestic Helpers

Date: 28 June 2023 (Wednesday)
Time: 2:45 pm to 5:00 pm (Registration starts at 2:15 pm)
Venue: Lecture Theatre, Hong Kong Central Library,
66 Causeway Road, Causeway Bay, Hong Kong
Content: **Part 1** – Employment rights and obligations of employers of foreign domestic helpers (FDHs) under Hong Kong labour laws; and
Part 2 – Best practices on how to create an inclusive workplace for FDHs (Guest Speaker: Representative from Equal Opportunities Commission)
Target: Employers of FDHs (especially first-time employers)
Language: Cantonese
Fee： Free

Enrolment Form

Please complete and return this form to the Foreign Domestic Helpers Division of the Labour Department by fax or email **on or before 26 June 2023 (Monday).**
(Fax no: **3101 0604** / Email: **fdh-enquiry@labour.gov.hk**)

English Name: _____ Chinese Name: _____
Phone No.: _____ Fax No.: _____
Email Address (in capital letters): ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Please answer the following questions. The information you provided helps our promotional work in the future.

1. How long have you employed FDH?
☐ No experience ☐ 2 – 4 years
☐ Less than 2 years ☐ over 4 years

2. How do you know this briefing?
☐ Labour Department Website or Government's Press Release ☐ Employment Agency
☐ Family and friends ☐ Hong Kong Central Library
☐ Others: _____

For enquiries, please call our hotline at 3582 8993 (Service hours: Mondays to Fridays, 9:00 am – 1:00 pm, 2:00 pm – 6:15 pm, except public holidays).

Please note：

1. Each form is for **one applicant** only. Please make copies if necessary.
2. Enrolment is on a first-come, first-served basis. The Foreign Domestic Helpers Division of the Labour Department reserves the right to accept or reject the application.
3. Applicant will be notified of the result via email, or fax if only fax number is provided, within 5 working days upon his/her submission of enrolment form. Please call our hotline at 3582 8993 if you do not receive any notification after the relevant date.
4. The personal data provided to the Labour Department by means of this form will be solely used for processing your application for the briefing. The information will be destroyed after the briefing.
5. The briefing will be cancelled if Typhoon Warning Signal No.8 or above is in force/will be in force, or Black Rainstorm Signal is in force/will be in force, at 12:00 pm on the day of the briefing.

For Official Use Only
☐ Your enrolment is successful. Enrolment no.: _____
Note: Attendant should provide the above enrolment no. assigned by this Department during registration for seat arrangement and attendance record purpose.
☐ Your enrolment is unsuccessful due to over-subscription. Thank you for your support.