

可持續資源館—參觀者人名表 S Gallery – Visitors Names List

團體名稱 Name of Group: _____

參觀人數 No. of Visitors: _____

參觀日期 Date of Visit: _____ 時段 Timeslot: _____

請填上所有參觀者的姓名，包括負責人（或聯絡人）、同行職員及/或義工。Please fill in the names of all visitors, including the person in charge (PIC) (or contact person), other staff and/or volunteers.

	參觀者姓名 Visitor Name		參觀者姓名 Visitor Name
1	負責人 PIC / 聯絡人 Contact Person	16	
2		17	
3		18	
4		19	
5		20	
6		21	
7		22	
8		23	
9		24	
10		25	
11		26	
12		27	
13		28	
14		29	
15		30	

收集個人資料聲明

Personal Information Collection Statement

1. 請按要求提供個人資料，並確保資料完整準確。部分個人資料是為了所述目的而必須提供，但其他資料可自願提供。收集表格將列明那些是可自願提供的資料。Please provide the personal data as requested and ensure that it is complete and accurate. Some of the personal data requested is required for the stated purpose but some may be voluntary. Voluntary data will be specified in the collection form as appropriate.
2. 是次收集的資料會用作處理可持續資源館的參觀申請或其他直接相關的目的，並將保留 1 個月或直到完成使用所要求的資料為止，以較後者為準。The data collected will be used for handling the application for visiting S Gallery or other directly related purpose(s) and will be retained for a period of 1 month or until the relevant use of the requested data has been completed, whichever is later.
3. 對本館所持有關於你的個人資料將予保密，但可能會為了上述目的與大學的香港有機資源中心共享。Your personal data held by the Gallery will be kept confidential, but it may be shared with Hong Kong Organic Resource Centre of the University for the purpose(s) stated above.
4. 根據香港的《個人資料（私隱）條例》，你有權要求查閱及改正本館所持有關於你的個人資料。請填寫個人資料私隱專員公署指定的《查閱資料要求表格》（表格 OPS003（修訂日期為 2012 年 9 月）查閱資料。提出改正資料要求時，請以書面形式發送至電郵地址：iba@hkbu.edu.hk 或郵寄至香港浸會大學陳瑞槐夫人胡尹桂女士持續教育大樓 1201 室給生物資源與農業研究所給本館的負責人。大學可能會向你收取查閱資料的行政費用，但改正資料則為免費。Under the Personal Data (Privacy) Ordinance of Hong Kong, you have the right to request access to and correction of your personal data held by the Gallery. Requests for data access by filling out a Data Access Request Form OPS003 (revised 09/2012) specified by the Privacy Commissioner for Personal Data, and follow-up data correction requests can be made in writing to the person in charge of the Gallery via email (iba@hkbu.edu.hk) or by post to the Institute of Bioresource and Agriculture, Room 1201, Chan Wu Wan Kwai SCE Tower, Hong Kong Baptist University, Kowloon Tong, Hong Kong. The University may charge you a fee to cover the administrative cost for data access, while data correction requests will be fulfilled without a fee.