

HKQAA Clients Directory Enquiry Form
香港品質保證局客戶目錄查詢表格

Enquiry 查詢

This is a channel to provide for public who need to access information about the status of certification, registration, verification or other third party conformity assessments handled by HKQAA.

此渠道給予公眾查詢本局客戶之認證、註冊、核查及其他第三方合格評定的狀況資料。

A. For enquiry of ONE particular client 查詢特定客戶:

Organisation Name

機構名稱: _____

HKQAA Certificate / Verification Report Number

香港品質保證局所發證書 / 核查報告編號: _____

B. For enquiry on the client directory, terms and conditions on page 2 of this form shall be agreed by the enquirer. 如查詢客戶目錄，查詢者必需同意此表格第 2 頁的條款細則。

C. Other Enquiry 其他查詢:

Enquirer Details 查詢人資料

Organisation Name

機構名稱: _____

Address

地址: _____

Name

姓名: _____

Title

職位: _____

Telephone

電話: _____

Fax

傳真: _____

Email

電郵: _____

Expected enquiry date

擬查詢日期: _____

Please return this form to 請將此表格交回:

Hong Kong Quality Assurance Agency 香港品質保證局
19/F, K. Wah Centre, 191 Java Road, North Point, Hong Kong
香港北角渣華道 191 號嘉華國際中心 19 樓

Fax 傳真: (852) 2202 9222

Email 電郵: hkqaa.mkt@hkqaa.org

Hong Kong (香港): 19/F., K. Wah Centre, 191 Java Road, North Point, Hong Kong 香港北角渣華道 191 號嘉華國際中心 19 樓
Tel (電話): (852) 2202 9111 Fax (傳真): (852) 2202 9222 General E-mail (電郵): hkqaa@hkqaa.org
Hong Kong 香港 • Shanghai 上海 • Guangzhou 廣州 • Xi'an 西安

Terms and Conditions 條款細則：

1. The Directory is publicly accessible at the reception area of the HKQAA Head Office.
客戶目錄可於香港品質保證局總部接待處公開獲取。
2. An individual or organization (hereafter as 'User') should make appointment to access the Directory by emailing to hkqaa.mkt@hkqaa.org. The maximum access time is 1 hour per each appointment. Multiple appointments in one day would not be serviced.
個人或組織（以下簡稱‘查詢者’）如欲獲取該目錄資料，請電郵至 hkqaa.mkt@hkqaa.org 預約，每次查詢時間為1小時以下，本局不接受一天內多次預約。
3. User shall commit to follow the instructions of HKQAA staff when accessing the Directory.
於查詢進行期間，查詢者必需依照本局職員的指示。
 - The access to the Directory shall not in any ways be used either by the User or through him/her for business solicitation or other promotional purpose. HKQAA reserves all rights to take legal actions when HKQAA's reputation is deemed jeopardized.
禁止查詢者本人或任何人透過查詢者使用所取得的該目錄資料作任何形式的商業或推廣用途。香港品質保證局保留採取法律行動的權利以保障本局的聲譽。
 - Upon arrival at the appointed time slot, User shall present his/her company name-card or personal ID document for registration.
於預約時間到訪的查詢者必需出示其公司名片或個人身份證明文件供本局登記。
 - The access is confined to the designated area only.
查詢只可在指定的地方進行。
 - Duplication or removal of the Directory or part of it by any means is not allowed.
禁止以任何形式複製或取走該目錄或其部份。
 - The Directory and information contained remain the sole property of HKQAA.
該目錄及其所載資料為香港品質保證局專有資產。