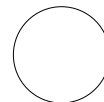


**PLANNING DEPARTMENT**  
**Public Enquiry Form**  
规划署  
公众查询表格



If you have any difficulty in completing this form, we shall be happy to assist.  
倘阁下填写此表格时有任何疑问，本署职员将乐意协助。



File Ref.: \_\_\_\_\_

Date of receipt: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Date of reply: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Day Month Year

\_\_\_\_\_ DPO  
 \_\_\_\_\_ Section

**Part A - To Be Completed By Enquirer 甲部 - 由查询人填写 #**

Name: \_\_\_\_\_  
姓名

No. of Persons: \_\_\_\_\_  
到访人数

Address/Email: \_\_\_\_\_  
地址/电邮地址

Tel.: \_\_\_\_\_  
电话

Organisation: \_\_\_\_\_  
(if appropriate)  
机构 (如适用)

1. Private Individual  
个人

2. Student / Educational Institute  
学生 / 教育机构

3. Professional Agency  
专业代理

4. Estate Property Company  
房地产公司

5. Media  
传媒

6. Others (Pl. specify)  
其他 (请注明) \_\_\_\_\_

Language: \_\_\_\_\_  
语言  1. 中文  2. English  3. Others 其他 \_\_\_\_\_

Subject of Enquiry: \_\_\_\_\_  
查询事项

**Part B - For Office Use Only 乙部 - 由本署填写**

**ANSWER(S) / MAIN POINTS OF DISCUSSION:**

# The personal data provided will be held in the Planning Department for the purpose of processing your enquiries and, if necessary, for providing you with a written reply. The personal data you provided may be divulged to other Government Bureaux and departments for the purpose mentioned above. 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 by this form. Request for access to or correction of personal data should be addressed to Technical Services Section, Planning Department, 17/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong.

你在此表格所填报的个人资料，规划署将用作处理你的查询事宜及如在需要时，给你书面答覆之用。你在此表格所填报的个人资料有可能被披露至政府有关之政策局或部门作上述之用。根据「个人资料（私隐）条例」第 18 及 22 条以及附表 1 第 6 原则，你有权获得及更改个人资料。你的权利包括获取一份填此表格上所填报资料的副本。如欲获取或更改资料，请致函香港北角渣华道 333 号北角政府合署 17 楼规划署，专业事务组。

**PLAN REFERENCE :**

IDPA Plan/DPA Plan/OZP No.

LP/ODP No.

**NATURE :**

- |  |  |
|--|--|
| <input type="checkbox"/> 1. Fact Finding | <input type="checkbox"/> 4. Report on Suspected Unauthorised Development |
| <input type="checkbox"/> 2. Discussion   | <input type="checkbox"/> 5. Information for Academic Purpose             |
| <input type="checkbox"/> 3. Suggestion   | <input type="checkbox"/> 6. Others (Specify) _____                       |

**TYPE :**

1. Walk-in Enquiry
2. Telephone Enquiry
- Time in: \_\_\_\_\_
- Enquiry answered by: \_\_\_\_\_
- Total staff time spent:
- 5 minutes
- 10 minutes
- more than 10 minutes
3. Letter
4. Email

**COMPLEXITY :**

1. Straightforward
2. Complicated

**REFERRALS :**

Internal Referrals

- | TO                          | FROM   |
|-----------------------------|--|
| <input type="checkbox"/> 1. | <input type="checkbox"/> 2. TS Section                 |
| <input type="checkbox"/> 3. | <input type="checkbox"/> 4. Other Planning Section/DPO |

External Referrals

5. To: \_\_\_\_\_
6. From: \_\_\_\_\_

**SUBJECT :**

General

1. Planning System
2. Planning Organisation
3. Definition of Terms
4. Land/Transport/Environment Matters
5. Request for Planning Data
6. TP Ordinance
7. Statutory Planning Procedures
8. Population
9. Planning Studies

Territorial

10. HKPSG
11. Strategic Planning
12. Cross-boundary Matters

District

13. District Planning in General
14. Development Control in General
15. Site Specific Development Proposal/Potential/Restriction
16. Planning Applications
17. Planning Enforcement
18. Urban Renewal
19. Urban Design

Others

20. Others (Specify) \_\_\_\_\_
- \_\_\_\_\_

**COMPLETED BY:**

Name of Officer: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Officer Consulted: \_\_\_\_\_