

香港特別行政區政府  
發展局工務科  
綠化、園境及樹木管理組  
The Government of the Hong Kong Special Administrative Region  
Works Branch of Development Bureau  
Greening, Landscape and Tree Management Section

**樹木管理人員註冊續期申請表**  
**Tree Management Personnel Registration Renewal Application Form**

**重要須知 Important Notes**

- (1) 在填寫本註冊續期申請表前，請細閱「註冊樹木管理人員註冊續期申請須知」(RSTMP-RNA(11/2023))。所有於「註冊樹木管理人員註冊續期申請須知」內列明有關申請樹木管理人員註冊制度（下稱「註冊制度」）下的定義均適用於此註冊續期申請。  
Please read “Notes to Registered Tree Management Personnel on Application for Renewal of Registration” (RSTMP-RNA(11/2023)) carefully before completing this registration renewal application form. All definitions set out in the Notes to Registered Tree Management Personnel on Application for Renewal of Registration” with respect to the application for renewal of registration under the Registration Scheme for Tree Management Personnel (“the Scheme”) shall apply to this registration renewal application.
- (2) 請按照註冊續期申請表相關指示及「註冊樹木管理人員註冊續期申請須知」(RSTMP-RNA(11/2023))填妥此註冊續期申請表。資料不完整的註冊續期申請表可能會造成處理上的延誤或被終止處理。  
This registration renewal application form should be completed in accordance with the specified instructions as set out in the registration renewal application form and “Notes to Registered Tree Management Personnel on Application for Renewal of Registration” (RSTMP-RNA(11/2023)). Incomplete information may cause delay or termination in processing the application for renewal of registration.
- (3) 在向發展局綠化、園境及樹木管理組遞交註冊續期申請表之前，應在表格上簽署及填上日期。  
The registration renewal application form should be signed and dated before submitting to the Greening, Landscape and Tree Management Section of Development Bureau.
- (4) 如空位不敷應用，請另用紙張填寫，並應在每一頁增添的紙張上簽署及填上日期，與續期申請表一併遞交。  
If space is insufficient, please attach additional sheet(s) which should each be signed and dated by the registered tree management personnel and handed in also with the registration renewal application form.
- (5) 請用黑色或深藍色原子筆，以正楷填寫本表格。  
Please complete all items in BLOCK letters with a blue or black ball pen.
- (6)  請在適當位置加上“√”號。  
Please tick where appropriate.

**I. 個人資料收集聲明 Personal Information Collection Statement**

發展局綠化、園境及樹木管理組（下稱「管理組」）及其代理人 / 承辦商將使用本申請中收集的個人資料，作下列一項或多項涉及管理組活動的用途：

- 評估你在註冊制度下的申請；
- 執行該註冊制度，包括但不限於向你發出書面通知及在註冊制度的網站提供註冊樹木管理人員的姓名、註冊編號、註冊人員類別及註冊有效日期；
- 檢討及評估該註冊制度的成效；
- 作法律規定、授權或准許的用途。

如未經你同意，管理組不會將你的個人資料轉交予任何第三方。提交本申請表，即表示你已同意在上述(i)至(iv)的情況下，管理組可將你的個人資料轉交予與本申請相關的單位。

你必須向管理組提供你的個人資料。如果你未能提供完整的資料，管理組可能無法處理及 / 或考慮你的申請。

除《個人資料（私隱）條例》（第 486 章）豁免外，你有權要求查閱你的個人資料及更正未被刪除的個人資料。如欲查閱或更正個人資料，請以書面方式寄信至香港添馬添美道 2 號政府總部西翼 16 樓發展局綠化、園境及樹木管理組樹木管理人員註冊小組。

The personal data collected in this application will be used by the Greening, Landscape and Tree Management Section (“GLTMS”) of the Development Bureau and its agents/contractors for one or more of the following purposes related to the activities of the GLTMS:

- (i) assessing your application under the Scheme;
- (ii) implementing the Scheme, including but not be limited to issuing written notifications to you and providing the name of the registered tree management personnel, registration number, registered personnel type(s) and registration expiry date(s) in the website of the Scheme;
- (iii) reviewing and assessing the effectiveness of the Scheme; and
- (iv) any other purposes as may be required, authorised or permitted by law.

The GLTMS will not transfer your personal data to any third parties without your prior consent. By submitting this application form, you have given prior consent to any transfer of your personal data by the GLTMS to entities which are relevant to this application in the situations set out in (i) through (iv) above.

It is obligatory for you to supply the GLTMS with your personal data. The GLTMS may be unable to process and/or consider your application if you do not provide complete information.

Except where there is exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in this application form when the data have not been erased. If you wish to do so, please write to the Tree Management Personnel Registration Unit, Greening, Landscape and Tree Management Section, Development Bureau, 16/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong.

## II. 聲明書 Declaration

有關發展局代表香港特別行政區政府（下稱「政府」）考慮及 / 或審批本人在樹木管理人員註冊制度（下稱「註冊制度」）下的註冊續期申請，本人就本申請表 A、B、C 及 D 所提供的個人資料，作出以下各項持續有效的承諾、確認、承擔、保證、聲明及同意：

- (i) 就本人所知所信，由本人為此申請而提供的資料均屬完整、真實和正確；
- (ii) 本人已閱讀和完全明白「註冊樹木管理人員註冊續期申請須知」及註冊續期申請表的內容。本人接受和同意遵循註冊制度下相關的規定及條款，包括但不限於載於「註冊樹木管理人員註冊續期申請須知」內的政府免責聲明；
- (iii) 本人明白，漏報資料 / 作失實陳述，以欺騙手段取得金錢利益，屬刑事罪行。如本人蓄意或存心就本申請提供虛假或誤導的資料，可被刑事檢控；
- (iv) 本人已閱讀和本人明白並同意第 I 部份個人資料收集聲明所載的內容；
- (v) 本人明白和同意，在持續進修樹藝學課程記錄表格所述有關持續進修樹藝學的課程提供機構、在「樹木風險評估員學歷及專業資歷表格」(RSTMP-TRA(06/2023) 所述有關的學歷及專業資歷提供機構（只適用於首次為註冊樹木風險評估員申請註冊續期）、本人的僱主或其他政府部門及有關機構可向發展局提供本人的個人資料，以便處理本人的申請及 / 或核實本人所提供的資料；
- (vi) 本人明白和同意發展局可使用本人的個人資料處理申請，或因法例授權和規定而披露有關資料；
- (vii) 本人明白，發展局將依據本人在本申請表所提供的資料，決定本人是否符合資格續期註冊為樹木管理人員。發展局亦有權覆檢本人的申請，決定是否給予註冊續期；及
- (viii) 本人已清楚閱讀載於註冊制度網頁 (<https://www.greening.gov.hk/rstmp/tc/home/index.html>) 的相關註冊樹木管理人員行為守則和表現監察機制，並確認本人願意遵守該行為守則和表現監察機制及接受上訴委員會的決定為最終決定。

In consideration of the Government of the Hong Kong Special Administrative Region (“Government”) as represented by the Development Bureau (“DEVB”), considering and/or approving my application for renewal of registration under the Registration Scheme for Tree Management Personnel (“Scheme”), I, with particulars set out in Parts A, B, C and D of this application form, hereby acknowledge, confirm, undertake, warrant, declare and agree with continuing effect as follows:

- (i) All the information given by me for the purposes of this application is complete, true and correct to the best of my knowledge;
- (ii) I have read and fully understood the contents of the “Notes to Registered Tree Management Personnel on Application for Renewal of Registration” and this application form. I accept and agree to abide by the rules and terms related to the Scheme, including but not limited to Government disclaimers as set out in the “Notes to Registered Tree Management Personnel”;
- (iii) I understand that any omission / misrepresentation of information with a view to obtaining pecuniary advantage by deception is a criminal offence and I will be liable to criminal prosecution if I knowingly or wilfully furnish false or misleading information in connection with this application;
- (iv) I have read and I understand and agree to the contents of the above Personal Information Collection Statement in Part I;
- (v) I understand and agree that for the purpose of processing my application and/or verifying the information provided, programme provider(s) of Continuing Education in Arboriculture Courses set out in the Record Form(s) of CEA Courses, programme provider(s) of academic and professional qualifications set out in “Academic and Professional Qualifications Form for Registered Tree Risk Assessor” (RSTMP-TRA(06/2023) (applicable to application for first time renewal for Registered Tree Risk Assessors only), my employer(s) or other government departments and organisations concerned may release my personal data to DEVB;

- (vi) I understand and agree that DEVB may use my personal data for the purpose of processing the application or where such disclosure is authorised and required by law;
- (vii) I understand that DEVB will rely on the information provided by me in this application form to determine my eligibility for renewal of registration under the Scheme and DEVB has the right to review my application and determine my status of registration renewal; and
- (viii) I have carefully read over the relevant code(s) of conduct of registered tree management personnel and performance monitoring mechanism available in the Scheme's website (<https://www.greening.gov.hk/rstmp/en/home/index.html>), and confirm my agreement to abide by the code of conduct and the performance monitoring mechanism and to accept that the decisions of the Appeal Board will be final.

For Official Use Only				
RSTMP-R				
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香港特別行政區政府

發展局工務科

綠化、園境及樹木管理組

The Government of the Hong Kong Special Administrative Region

Works Branch of Development Bureau

Greening, Landscape and Tree Management Section

## 樹木管理人員註冊續期申請表

## Tree Management Personnel Registration Renewal Application Form

## A. 註冊樹木管理人員的個人資料 Personal Particulars of Registered Tree Management Personnel

(1) 姓名 Name : \_\_\_\_\_ (英文 English) \_\_\_\_\_ (中文 Chinese)

(2) 註冊編號 Registration Number: \_\_\_\_\_

(3) 擬申請註冊續期之人員類別 Personnel Type(s) Being Applied for Renewal of Registration

樹藝師 Arborist
  樹木風險評估員 Tree Risk Assessor
  樹木工作監督 Tree Work Supervisor
  攀樹員 Tree Climber
  鏈鋸操作員 Chainsaw Operator

(4) 通訊地址 Correspondence Address : \_\_\_\_\_

(5) 電話號碼 Telephone No. : \_\_\_\_\_ (手機 Mobile) \_\_\_\_\_ (辦公室 Office)

(6) 電郵地址 E-mail Address : \_\_\_\_\_

## B. 在職記錄 In-service Records

現時註冊人員類別有效期屆滿之前三年內為期至少一年半的在職記錄詳情 (請按時序列出)

Details of a minimum of 1.5 years in-service records in the immediate past three years before expiry of the current registered Personnel Type(s) (Please list out in chronological order)

期間 (日/月/年) Period (dd/mm/yyyy)		公司 Company	職位 Position	工作種類 Job Nature		公司諮詢人姓名、職位及 電話號碼 Name, Position and Telephone Number of Referee of the Company
由 From	至 To			1*	2*	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	
				<input type="checkbox"/>	<input type="checkbox"/>	

\*1. 樹木護養工作 Tree care work or 或 2. 樹木風險評估 Tree risk assessment

### C. 現時註冊人員類別有效期屆滿之前三年內符合相關持續進修樹藝學要求的記錄

#### Records of Compliance of the Requirements on Continuing Education in Arboriculture in the Immediate Past Three Years Before Expiry of the Current Registered Personnel Type

- 本人已填妥擬申請註冊續期之人員類別的相關「持續進修樹藝學課程記錄表格」(RSTMP-CEA)。  
I have completed the relevant "Record Form(s) of CEA Courses" (RSTMP-CEA) for the Personnel Types that I am applying for renewal of registration.

### D. 只適用於首次為註冊樹木風險評估員申請註冊續期

#### Applicable to Application for the First Time Renewal of Registered Tree Risk Assessor only

- 本人已填妥「樹木風險評估員學歷及專業資歷表格」(RSTMP-TRA(06/2023))。  
I have completed the "Academic and Professional Qualifications Form for Registered Tree Risk Assessor" (RSTMP-TRA(06/2023)) for Tree Risk Assessor.

### E. 聲明書 Declaration

- 本人已閱讀並同意此表格第 II 部份的聲名書。  
I have read and agree to the declaration in Part II of this application form.

申請人姓名

Name of Registered  
Tree Management Personnel  
(以正楷填寫 in BLOCK letters)

申請人簽署

Signature of Registered  
Tree Management Personnel

日期 Date

(日 dd - 月 mm - 年 yyyy)

### F. 證明文件及資料清單 Checklist for Supporting Documents and Materials

請確保隨本申請表一併提交以下證明文件及資料。

Please ensure the following supporting documents and materials are submitted together with this application form.

(1) 在職記錄證明文件 (例如僱主簽發的信件) 的複印本

Photocopy of documentary proof of in-service records such as employment reference letters

(2) 已填妥的持續進修樹藝學課程記錄表格(RSTMP-CEA) 及出席相關課程證明文件的複印本

Duly completed Record Form(s) of Continuing Education in Arboriculture Courses (RSTMP-CEA) and photocopy of supporting documents on attendance of the courses.

(3) 已填妥的「樹木風險評估員學歷及專業資歷表格」(RSTMP-TRA(06/2023))、學歷及專業資歷證明文件的複印本 (只適用於首次為註冊樹木風險評估員申請註冊續期)

Duly completed "Academic and Professional Qualifications Form for Registered Tree Risk Assessor" (RSTMP-TRA(06/2023)) and photocopy of documentary proof of academic and professional qualifications (Applicable to application for first time renewal of Registered Tree Risk Assessor only)

(4) 申請人的香港身份證明文件的複印本。請指明文件：

Photocopy of the registered tree management personnel's personal identity document. Please specify the document:

香港身份證

Hong Kong Identity Card

護照

Passport

由政府機構發出附有申請人中文名 (如有的話) 和英文名及照片的有效身份證明文件

Valid identity document issued by governmental organisation with the applicant's Chinese (if any) and English name and photo

或 Or

- 申請人可向發展局綠化、園境及樹木管理組的樹木管理人員註冊小組，親身出示其香港身份證作身份核實。申請人請在遞交申請後，電郵至 [rstamp@devb.gov.hk](mailto:rstamp@devb.gov.hk) 或致電 2848 2334 與樹木管理人員註冊小組安排約見。Applicant may present his/her Hong Kong Identity Card in person to the Tree Management Personnel Registration Unit of Greening, Landscape and Tree Management Section of the Development Bureau for verifying his/her identity. Please contact the Tree Management Personnel Registration Unit via e-mail to [rstamp@devb.gov.hk](mailto:rstamp@devb.gov.hk) or telephone at 2848 2334 for making appointment upon submission of the application.

- (5) 註冊樹木管理人員的彩色近照一張（尺寸：40 毫米（闊）x 50 毫米（高））。如經續期電子表格在網上上載，可遞交規格如下的數碼相片：

圖像類別：	JPEG
檔案大小：	5MB 或以下
合適尺寸：	由掃瞄器 (600dpi) 擷取 相片大小：40 毫米（闊）x 50 毫米（高） 由數碼相機擷取 圖像大小：1200 像素（闊）x 1500 像素（高）

One colour photograph of the registered tree management personnel taken recently (Size: 40mm (W) x 50mm (H)). If through uploading in renewal e-form, the acceptable file format of the digital photograph are as follows –

Image type:	JPEG
File size:	5MB or below
Acceptable dimension:	Captured by scanner (600dpi) – Photograph size: 40mm (W) x 50mm (H) Captured by digital camera – Image size: 1200px(W) x 1500px(H)