

主辦機構 Organiser



勞工處  
Labour Department

## 簡介及參加表格

Introduction and Enrolment Form

支援僱員  
家庭需要  
Support For  
Employees'  
Family Needs

關愛僱員  
Employee Caring

# 好僱主約章 GOOD EMPLOYER CHARTER 2026

僱員福利  
Employee  
Benefits

勞資溝通  
Employer-Employee  
Communication

主題 Theme



家·職 平衡 與你同行  
WORK-FAMILY BALANCE,  
TOGETHER STRIVE FOR BRILLIANCE

# 簡介及目的 Introduction and Objectives

以僱員為本，是良好人事管理措施的基本方針，當中包括：

- ▶ 建立開明的企業文化；
- ▶ 推行關愛僱員的僱傭措施，並讓僱員平衡工作與家庭 / 個人生活；及
- ▶ 與僱員或其組織建立良好的溝通，以達致和諧的勞資關係。

人力資源是企業持續發展的關鍵。隨著營商環境轉變及市場對人才的競爭日趨激烈，如何吸引人才成為企業的發展策略重點。人皆有家，僱員除了是機構的一員，在家中亦有一定的角色。推行家庭友善僱傭措施不僅有助平衡僱員工作和家庭與生活的需要，營造更人性化及家庭友善的工作環境，更能提升他們對工作的投入感及忠誠度，促進企業穩定人手及長遠競爭力。

承接歷屆《好僱主約章》鼓勵僱主推行良好人事管理，《好僱主約章》2026以「**家·職平衡，與你同行**」為主題，重點鼓勵及嘉許僱主支援僱員照顧家庭的需要（包括需要照顧年幼子女的在職父母），實行靈活及多元化的家庭友善僱傭措施，協助減輕僱員照顧家庭的壓力，擴大家庭友善文化在職場的影響力，達致勞資雙贏。

An employee-oriented approach is the cornerstone of good human resource management practices. These include:

- ▶ developing an enlightened corporate culture;
- ▶ introducing employee-caring employment measures and promoting work-family / work-life balance; and
- ▶ maintaining good communication with employees or their associations for a harmonious labour relationship.

Human resources are crucial for the sustainable development of enterprises. As the business environment evolves and competition for talent intensifies, attracting talent has become a strategic development focus of enterprises. Everyone has a family. Employees are not only members of the organisations but also members of a family with their own roles. Implementation of family-friendly employment practices not only enhances work-life balance of employees and provides a more humanistic and family-friendly working environment, but also boosts employee engagement and loyalty, thereby contributing to workforce stability and long-term competitiveness of the organisation.

Building on previous Good Employer Charters that encouraged good human resource management, the Good Employer Charter (GEC) 2026 features the theme of "**Work-Family Balance, Together Strive For Brilliance**" which targets to encourage and recognise employers who provide flexible and diversified family-friendly employment practices in response to the family need of their employees (including working parents who need to take care of young children) to alleviate the pressures associated with caregiving responsibilities. Through these initiatives, GEC 2026 aims to foster the family-friendly workplace culture and create a win-win situation for both employers and employees.

# 活動詳情 Campaign Details

參與機構須承諾會致力成為一個以僱員為本的僱主，並按照已實施的良好人事管理措施填寫參加表格，獲評審團確認為簽署機構後可獲：

- ▶ 頒發《好僱主約章》2026證書；
- ▶ 授權於其機構的信紙、刊物和宣傳品內使用約章標誌，為期兩年；如**獲三屆或以上（包括本屆）**確認為《好僱主約章》簽署機構，將獲授權使用**星級約章標誌**，以表揚其持續推行良好人事管理措施；
- ▶ 在《好僱主約章》2026專題網頁列出機構名稱，供公眾閱覽。



此外，

- ▶ 《好僱主約章》2026特別重視「支援僱員家庭需要的僱傭措施」，**如參與機構已實施五項或以上因應僱員的家庭需要予以支援的家庭友善僱傭措施**，經評審團確認後便可**特別獲授權使用「家·職平衡，與你同行」標誌**，為期兩年，以彰顯其對建立家庭友善工作間的承諾及實踐。



勞工處會邀請具示範作用的好僱主通過不同的宣傳推廣渠道，分享實施良好人事管理措施的心得，推動勞資和諧。

The Organisation has to make a pledge to be an employee-oriented employer, and complete the enrolment form in accordance with their implemented good human resource management practices. Signatories accredited by the Panel of Judges will be:

- ▶ awarded the Certificate of GEC 2026;
- ▶ authorised to use GEC 2026 logo in their letterheads, publications and promotional materials for two years; if being accredited as signatories of the Good Employer Charter for **three terms or more (including this term)**, a **premium logo will be awarded**, in recognition of their continuous efforts to implement good human resource management practices; and
- ▶ listed in the signatory list of GEC 2026's thematic website for public access.

Besides,

- ▶ GEC 2026 attaches significance to “Employment practices to support employees' family needs”. **If the Participating Organisation implemented five or more family-friendly employment practices in response to employees' family needs** accredited by the assessment panel, it will be **specially authorised to use the “Work-Family Balance, Together Strive For Brilliance” logo** for a period of two years, in recognition of its commitment to fostering a family-friendly workplace.

The Labour Department will invite exemplary good employers to share their successful experience in adopting good human resource management via different promotion channels, with a view to promoting harmonious labour relations.

# 參與資格 Eligibility

- 凡本港私營機構、公營機構（不包括政府政策局及部門）、僱主商會 / 工會 / 專業團體、及非政府機構 / 社會企業 / 教育機構均可參與。
- 參與機構須提供相關證明文件副本（如商業登記證、公司註冊證明書或其他證明），以供核實身份。主辦機構有權決定有關機構的參加資格。
- 如欲成為《好僱主約章》2026 簽署機構，參與機構須積極推行良好人事管理措施、致力維持良好勞資關係，及遵守相關的勞工法例（例如《僱傭條例》及《職業安全及健康條例》等）。如有需要，勞工處會要求參與機構就其已實施的良好人事管理措施提交補充資料（例如推行時間、受惠僱員人數等）。
- 參與機構 **如欲額外使用「家·職平衡，與你同行」標誌**，須於參加表格第二部分「支援僱員家庭需要的僱傭措施」範疇中選取五項或以上已實施的家庭友善僱傭措施，並同時獲評審團確認為《好僱主約章》2026簽署機構。
- All private organisations, public bodies (excluding government bureaux and departments), employers' associations / trade unions / professional bodies, and non-governmental organisations / social enterprises / educational institutions in Hong Kong are eligible to participate.
- Participating organisations are required to provide copy of relevant documents for authentication (e.g. Business Registration Certificate, Certificate of Incorporation or other documents). The Organiser reserves the right to determine the eligibility of all participants.
- To be the signatories of GEC 2026, participating organisations are required to actively implement good human resource management practices, strive to maintain good employer-employee relationship, and comply with relevant labour legislation (e.g. the Employment Ordinance and the Occupational Safety and Health Ordinance, etc.). If necessary, the Labour Department will request participating organisations to submit supplementary information on the good human resource management practices they have implemented (e.g. implementation time, number of beneficiary, etc.).
- If participating organisations intend to apply for **usage of the specially authorised “Work-Family Balance, Together Strive For Brilliance” logo**, they have to complete the “Employment practices to support employees' family needs” aspect in Part 2 of the Enrolment Form by selecting five or more family-friendly employment practices implemented and be accredited by the Panel of Judges as Signatories of GEC 2026.

## 費用 Fee

全免

No participation fee is required

## 結果公布 Announcement of Results

2026年第四季

The fourth quarter of 2026

# 評審團 Panel of Judges

**于健安先生, BBS, JP**  
Mr Emil Yu Chen On, BBS, JP  
勞工顧問委員會僱主委員  
Employer Member, Labour Advisory Board

**陳偉聰先生**  
Mr Ricky Chan Wai Chung  
勞工顧問委員會僱主委員  
Employer Member, Labour Advisory Board

**譚金蓮女士, MH**  
Ms Jenny Tam Kam Lin, MH  
勞工顧問委員會僱員委員  
Employee Member, Labour Advisory Board

**林偉江議員, MH**  
Hon Lam Wai Kong, MH  
勞工顧問委員會僱員委員  
Employee Member, Labour Advisory Board

**彭韻僖女士, BBS, MH, JP**  
Ms Melissa Kaye Pang, BBS, MH, JP  
家庭議會主席  
Chairperson, Family Council

**盧永鴻教授**  
Professor Carlos Lo  
香港中文大學商學院商業可持續發展中心主任  
香港中文大學政務與政策科學學院教授  
Director, Centre for Business Sustainability,  
Business School of the Chinese University of Hong Kong  
Professor, School of Governance and Policy Science  
of the Chinese University of Hong Kong

**蔡靖民先生**  
Mr Ian Choy Jing Man  
香港人力資源管理學會會長  
President, Hong Kong Institute of  
Human Resource Management

**勞工處助理處長 (勞資關係)**  
Assistant Commissioner  
(Labour Relations),  
Labour Department

## 支持機構 Supporting Organisations

(排名依中文筆劃序 In order of number of strokes of Chinese characters)



# 參加辦法 How to Apply

請將填妥的參加表格連同按需要附加的補充資料於截止日期或之前循下列其中一種途徑交回勞工處，本處收妥有關表格後將於五個工作天內經電郵發出認收通知，所有逾期遞交的申請概不受理。

## 截止日期



2026年5月31日

## 遞交途徑



郵寄：勞工處勞資協商促進科  
九龍旺角聯運街30號旺角政府合署5樓520室



電郵：[gec@labour.gov.hk](mailto:gec@labour.gov.hk)



傳真：2425 4132

Please complete the enrolment form and attach additional information as appropriate and return it to the Labour Department on or before the submission deadline by one of the following means. Acknowledgement will be sent via email within 5 working days after receipt of your application. Late application will NOT be accepted.

## Submission Deadline



31 May 2026

## Means of Submission



By mail: Workplace Consultation Promotion Division, Labour Department  
Room 520, 5/F, Mongkok Government Offices  
30 Luen Wan Street, Mongkok, Kowloon



By email: [gec@labour.gov.hk](mailto:gec@labour.gov.hk)



By fax: 2425 4132



參與機構亦可掃描二維碼下載PDF格式的可編輯電子參加表格：

Participating organisation may also scan the QR code to download the editable electronic enrolment form in PDF format:



查詢 Enquiries

如有任何查詢，歡迎致電 3165 1664 或電郵至 [gec@labour.gov.hk](mailto:gec@labour.gov.hk) 與活動秘書處聯絡。

For any enquiry, please call 3165 1664 or email to [gec@labour.gov.hk](mailto:gec@labour.gov.hk) to contact the Secretariat of the Campaign.

# 《好僱主約章》2026參加表格 Good Employer Charter 2026 Enrolment Form

下載電子參加表格  
Download E-enrolment Form



\* 請提供相關證明文件副本（如商業登記證、公司註冊證明書或其他證明），以供核實身份。如曾以其他公司名稱成為歷屆《好僱主約章》簽署機構，請提供公司更改名稱之證明，以確認獲取「星級約章標誌」資格（曾經三屆或以上（包括本屆）獲確認為簽署機構可獲「星級約章標誌」）。

\* Please provide copy of relevant documents for authentication (e.g. Business Registration Certificate, Certificate of Incorporation or other documents). If your Organisation has been signatory of previous Good Employer Charter under another company name, please provide document proof of change of name for eligibility of "Premium Logo" (If being accredited as the signatories for three terms or more (including this term), a premium logo will be awarded).

## 基本資料 Basic Information

機構名稱\* : (中) \_\_\_\_\_

Name of Organisation\* : (Eng) \_\_\_\_\_

地址 : (中) \_\_\_\_\_

Address : (Eng) \_\_\_\_\_

機構網頁 Website of Organisation : \_\_\_\_\_

業務性質 Nature of business : (請在適當方格劃上✓號 Please put a ✓ in the appropriate box)

私營機構 Private Organisation  公營機構 Public Body

僱主商會 / 工會 / 專業團體 Employers' Association / Trade Union / Professional Body

非政府機構 / 社會企業 / 教育機構 Non-governmental Organisation / Social Enterprise / Educational Institution

本地僱員人數 Local Employment Size : \_\_\_\_\_ 營運年期 Year(s) of Operation : \_\_\_\_\_ (年 year(s))

所屬行業 (私營機構適用) Industry (For Private Organisation) : \_\_\_\_\_

機構曾否成為《好僱主約章》(《約章》)簽署機構？請在相應方格劃上✓號：

Was Organisation accredited as the signatory of previous Good Employer Charter (GEC)?  
please put a ✓ in the appropriate box(es):

首次參加《約章》 First time to join the GEC

《約章》 GEC 2018  《約章》 GEC 2020

《約章》 GEC 2024

最近一屆《約章》參考編號 Reference number of the latest term of GEC : G \_\_\_\_\_

聯絡人姓名 :  先生 Mr

Contact Person :  女士 Ms (中) \_\_\_\_\_ (Eng) \_\_\_\_\_

職銜 Post title : (中) \_\_\_\_\_ (Eng) \_\_\_\_\_

電話 Tel. no. : \_\_\_\_\_ 傳真 Fax no. : \_\_\_\_\_ 電郵 Email : \_\_\_\_\_

## 第一部分 Part 1

本機構為《約章》2024簽署機構，確認仍然實施在《約章》2024所承諾的良好人事管理措施及支持/參與勞工處有關的服務 / 活動。(如沒有新增措施，請直接跳到第三部份；如有新增措施，請填寫第二部份。)

Our Organisation is the signatory of GEC 2024 and we confirm that we continue to adopt good human resource management practices and has supported / participated in related services / activities of the Labour Department as committed in GEC 2024. (If no additional practices, please directly go to Part 3 ; Otherwise, please fill in Part 2.)

[如非《約章》2024簽署機構] 本機構承諾會致力成為一個以僱員為本的僱主，並已經實施第二部分的良好人事管理措施及支持 / 參與勞工處有關的服務 / 活動。

[For non-signatory of GEC 2024] Our Organisation makes a pledge to be an employee-oriented employer and has adopted the good human resource management practices in Part 2 and has supported / participated in related services / activities of the Labour Department.

(請在適當方格劃上✓號 Please put a ✓ in the appropriate box)

## 第二部分 Part 2

(請在適當方格劃上✓號，其他不適用方格請留空) (Please put a ✓ in the appropriate box(es), otherwise leave it blank)

### 1. 支援僱員家庭需要的僱傭措施 Employment practices to support employees' family needs

如機構 **已實施五項或以上有關支援僱員家庭需要的僱傭措施** 並通過評審，便可**特別獲授權使用「家·職平衡，與你同行」標誌**，為期兩年。

If Organisation **implements five or more employment practices that support employees' family needs** and accredited by the Panel of Judges, it will be **specially authorised to use the "Work-Family Balance, Together Strive For Brilliance" logo** for a period of two years.

- a.  提供兼職 / 半職職位 (如：媽媽更) Offering part-time / split jobs (e.g. mother-shift)
- b.  彈性工作安排 Flexible work arrangements
- c.  彈性工作地點 (如：在家工作或混合工作模式) Flexi-working place (e.g. work from home or hybrid working mode)
- d.  按僱員家庭需要給予的特別假期，如：Special leaves to cater for employees' family needs, e.g.:
  - 育兒假 Childcare leave  家庭事假 Leave on family grounds
  - 家長假 (以便出席子女學校活動) Parental leave (for attending school functions of their children)
  - 敬孝假 (於父母 / 祖父母生日當天獲假期) Filial leave (leave on parents' / grandparents' birthday)
  - 結婚假 Marriage leave  恩恤假 Compassionate leave
- e.  優於法例規定的產假福利 Maternity leave benefits better than statutory requirements
- f.  優於法例規定的侍產假福利 Paternity leave benefits better than statutory requirements
- g.  容許僱員於有需要時帶同子女上班 Allowing employees to bring children to work in case of need
- h.  工作間提供授乳室 Lactation room in workplace
- i.  子女託管 / 長者照顧服務 Child care / Elderly care support
- j.  子女 / 孫兒獎學金或教育資助 Scholarship or education allowance for children / grandchildren
- k.  節慶特別工作安排 (如：節慶前夕提早下班) Special festive work arrangement (e.g. leave early on holiday eve)
- l.  讓家庭成員參與機構活動 (如：參觀工作地點、家庭同樂日)  
Family-participatory activities (e.g. workplace visit, family fun day)
- m.  惠及僱員家人的醫療保險 Medical insurance for employee's family members
- n.  編製家庭友善僱傭措施的書面指引或政策  
Publishing written guidelines or policy on family-friendly employment practices
- o.  其他 Others : \_\_\_\_\_

### 2. 關愛僱員的僱傭措施 Employment practices to care for employees

- a.  靈活編更制度 Flexi-rostering
- b.  五天工作周 / 壓縮工作周 (例如延長每更工時，以減少每周工作天數)  
Five-day work week / Compressed work week (e.g. longer daily working hours for shorter work week)
- c.  盡量避免超時工作，並在有需要超時工作時為僱員提供補償  
Avoid working overtime and provide overtime compensation to employees if needed
- d.  安排合適崗位 / 工作環境給 Arranging suitable position / work for
  - 中高齡人士 Elderly and middle-aged persons  殘疾人士 Persons with disabilities
  - 少數族裔人士 Ethnic minorities
- e.  訂定僱員在惡劣天氣及「極端情況」下工作安排 Make work arrangements in times of adverse weather and "extreme conditions"
  - 書面形式落實有關安排 (如：僱傭合約、員工手冊、通告)  
Implement the arrangement in writing (e.g. employment contract, staff handbook, notice)
  - 為返回工作地點當值的僱員提供足夠的安全設施及個人防護裝備  
Provide adequate safety facilities and equipment to employees who report for duty at workplaces
  - 不扣減未能按時上班或及時復工僱員的工資及假期 Do not deduct the wages and leaves of employees who are unable to report for duty at workplaces or resume work timely
  - 發放津貼予返回工作地點當值的僱員  
Grant duty allowance to employees who report for duty at workplaces

- f.  業務欠佳時，採取另外的措施，盡量避免減薪或裁員 Adopting alternatives to wage reductions or retrenchments as far as possible during poor business
- g.  優化工作環境 / 設備 Improving work condition / equipment
- h.  緊急財政支援 Emergency financial support
- i.  參與勞工處為協助不同就業需要的求職人士而推行的就業計劃<sup>1</sup> Participating in the employment programmes<sup>1</sup> of the Labour Department for assisting job seekers with different employment needs
- j.  參與勞工處為推廣職業安全及健康所舉辦的活動 Participating in the publicity activities of the Labour Department for promoting occupational safety and health
- k.  訂立職業安全及健康守則和提供相應個人防護裝備 Establishing occupational safety and health rules and providing related personal protective equipment
- l.  工作間提供各類員工設施（如：休息室、員工餐廳、康樂室等） Facilities in workplace (e.g. rest room, staff canteen, recreation room, etc.)
- m.  興趣班、義工隊、體育及休閒活動（如：旅行、聚餐） Interest classes, voluntary service teams, sports and recreational activities (e.g. travel, meal gathering)
- n.  節日或生日慶祝（如：禮物、祝賀電郵） Festival or birthday celebration (e.g. gifts, email greetings)
- o.  壓力或情緒輔導服務 Stress or emotional counselling services

### 3. 優於法例的僱員福利 Employee benefits that are better than statutory requirements

- a.  按僱員需要給予的特別假期，如：Special leaves to cater for employees' needs, e.g.:
  - 生日假 Birthday leave  進修假 Study leave
- b.  優於法例規定的假期福利，如：Leave benefits better than statutory requirements, e.g.:
  - 年假 Annual leave  病假 Sick leave  工傷病假 Sick leave for work injuries
  - 放取公眾假期 Entitlement of public holidays
- c.  旅遊津貼 Travel allowance d.  進修津貼 Study allowance
- e.  退休保障計劃 / 僱主額外強積金供款 Retirement protection scheme / employer's additional contribution for Mandatory Provident Fund
- f.  其他額外離職補償金/退休金 Other extra compensation / payment for termination of employment / retirement
- g.  醫療保險 Medical insurance
- h.  優於法例規定的工傷補償金額 Employees' compensation benefits for work injuries which are better than statutory requirements

### 4. 與僱員或其組織有良好溝通 Good communication with employees or their organisation(s)

- a.  正式的溝通協商機制（如：常設委員會） Formal communication and consultation mechanism (e.g. standing committee)
- b.  非正式的溝通協商機制（如：茶聚傾談） Informal communication and consultation mechanism (e.g. tea gathering)
- c.  讚賞 / 獎勵僱員表現及貢獻 Recognising / awarding employees' performance and contribution
- d.  定期與工會或僱員組織舉行會議 Regular meeting with trade union(s) or employees' organisation(s)
- e.  定期向員工發放機構資訊（如：員工通訊、電郵） Disseminating company information to employees regularly (e.g. staff newsletter, email)
- f.  僱員就機構政策表達意見的途徑（如：意見箱、僱員意見調查、員工諮詢會議） Channel for employees to express their views on company policies (e.g. opinion box, employee opinion survey, staff consultation meeting)
- g.  獎賞僱員發表意見 Encouraging employees to express their views with incentives
- h.  更改工作或僱傭事宜前，先諮詢受影響的僱員 Consulting affected employees before making any changes in work or employment matters
- i.  僱員行為守則 Employees' code of conduct
- j.  公開的僱員表現管理 / 晉升制度 Transparent performance management / promotion system
- k.  公開的申訴 / 紀律程序 Transparent grievance / disciplinary procedures

<sup>1</sup> 勞工處推行的就業計劃包括「大灣區青年就業計劃」、「就業展才能計劃」、「中高齡就業計劃」、「展翅青見計劃」、「工作試驗計劃」及「再就業津貼試行計劃」。

<sup>1</sup> The employment programmes of the Labour Department include the Greater Bay Area Youth Employment Scheme, the Work Orientation and Placement Scheme, the Employment Programme for the Elderly and Middle-aged, the Youth Employment and Training Programme, the Work Trial Scheme and the Re-employment Allowance Pilot Scheme.

### 第三部分 Part 3

#### ► 附加資料 (可選擇性填寫) Additional Information (Optional)

請另用紙以不多於500字闡述上述或其他良好人事管理措施及 / 或成功個案（包括措施的目的和內容、推行時期、投放的資源、所達致的成果等）。

Please elaborate the above or other good human resource management practices and / or successful case(s) in not more than 500 words on a separate sheet (including the aim and details of the practices, implementation period, resources involved, results achieved, etc.).

## 第四部分 Part 4

### ► 聲明 Declaration

**本人謹代表機構 —**

**On behalf of our Organisation, I —**

- ▶ 聲明以上所填報及附加的資料全屬真確無誤；declare that all the details and additional information given are true and correct to the best of my knowledge;
- ▶ 確認本機構已遵守相關的勞工法例；affirm that our Organisation has complied with relevant labour legislation;
- ▶ 承諾會致力成為一個以僱員為本的僱主，並已經實施本表格上填報的良好人事管理措施及支持 / 參與勞工處有關的服務 / 活動；pledge to be an employee-oriented employer and has adopted the good human resource management practices filled out in this form and has supported / participated in related services / activities of the Labour Department;
- ▶ 同意勞工處於報章、刊物、社交平台及其他途徑發布載有機構名稱的《好僱主約章》2026簽署機構名單；give consent to the Labour Department to publish the Signatories List of Good Employer Charter 2026 containing the name of our Organisation through newspapers, publications, social media platforms and other channels;
- ▶ 同意勞工處及評審團對《好僱主約章》2026參與機構的一切決定均為最終決定，並具約束力；agree to abide by the decisions of the Labour Department and Panel of Judges, which are final and binding on all matters relating to the Good Employer Charter 2026;
- ▶ 明白參與僱主有機會被邀在報章、刊物、社交平台或勞工處舉辦的宣傳推廣活動作分享，推動勞資協作；及understand that our Organisation may be invited to share in newspapers, publications, on social media platforms or through promotional activities organised by the Labour Department, with a view to promoting workplace cooperation; and
- ▶ 同意勞工處使用參加表格內的資料（個人資料<sup>#</sup>除外）用作執行及推廣《好僱主約章》2026和勞工處舉辦的其他宣傳活動，並用作勞工政策研究、諮詢及分析用途。agree that the information provided in this enrolment form (except personal data<sup>#</sup>) will be used by the Labour Department for implementation and promotion of Good Employer Charter 2026, and other publicity activities organised by the Labour Department, and also for labour policy study, consultation and analysis purposes.

**本人(機構代表)同意上述聲明**

**I (Representative of our Organisation) hereby agree the above declaration**

機構代表姓名：

Name of representative of the Organisation :

先生 Mr

女士 Ms (中) \_\_\_\_\_ (Eng) \_\_\_\_\_

(請在適當方格劃上✓號 Please put a ✓ in the appropriate box)

電話 Tel no. : \_\_\_\_\_ 電郵 Email : \_\_\_\_\_

職銜 Post title : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

<sup>#</sup> 參與機構所提供的個人資料，將由勞工處及其委託的服務公司用作有關《好僱主約章》2026的通訊及推廣。如機構欲取得或更改所提供的個人資料，請致電3165 1664聯絡勞工處。

<sup>#</sup> Personal data provided by participating organisations will be used by the Labour Department and its contracting service provider for communication and promotion related to the Good Employer Charter 2026. Should the organisations wish to access or correct the data, please contact the Labour Department at 3165 1664.