

**Notification on change of particulars
under section 11(3) of the Land Survey Ordinance (Cap. 473)**

(Please tick in the appropriate box and fill in the new particulars)

(Please read the notes and Personal Information Collection Statement at the end before completing this form)

To: The Registrar,

Name of Authorized Land Surveyor: *(Sr/Dr/Mr/Mrs/Miss/Ms) _____ **Registration No.:** _____

CHANGE OF CORRESPONDENCE INFORMATION

Correspondence Address (English): _____

(Chinese): _____

Contact Telephone No.: _____ Fax No.: _____ E-Mail Address: _____

Effective Date: _____

CHANGE OF EMPLOYMENT / COMPANY INFORMATION

Company Name (English): _____

(Chinese): _____

Company Address (English): _____

(Chinese): _____

Company Telephone No.: _____

Effective Date: _____

CHANGE OF ADDRESS FOR ENTRY INTO THE REGISTER OF AUTHORIZED LAND SURVEYORS

Address (English): _____

(Chinese): _____

Effective Date: _____

Note: Please refer to paragraph 2 of the Personal Information Collection Statement on the last page.

CHANGE OF PROFESSIONAL QUALIFICATIONS

Professional qualification obtained: _____ Name of Institution: _____ Membership No.: _____ Effective Date: _____

Professional qualification ceased: _____ Name of Institution: _____ Effective Date: _____

DECLARATION

I declare that to the best of my knowledge and belief the information given above is true. Please update my particulars in the Register accordingly.

Signature of Authorized Land Surveyor _____ Date _____

* - Delete where inappropriate

NOTES

PLACE OF SUBMISSION

- (a) Section 11(3) of the Land Survey Ordinance (Cap. 473) requires that an authorized land surveyor shall within 28 days notify the Registrar any change in his/her particulars prescribed in subsection (1). Should there be any amendment, the authorized land surveyor shall send the duly completed and signed form (SMF-0017) to the Legislation Section at the following address:

Legislation Section, Survey and Mapping Office, Lands Department
22/F., North Point Government Offices
333 Java Road, North Point
Hong Kong

- (b) For enquiries, please contact Senior Land Surveyor/Legislation at telephone no. 2231 3343 or fax no. 2783 8492.

PERSONAL INFORMATION COLLECTION STATEMENT

- The personal data provided in this form and in subsequent updates, if any, by you will be used by the Land Surveyors Registration Committee for the following purposes:
 - to update your personal information kept by the Land Survey Authority in relation to your registration as an authorized land surveyor under the Land Survey Ordinance;
 - to establish and maintain the register of authorized land surveyors; and
 - to facilitate communication between you and the Land Surveyors Registration Committee and the Land Survey Authority.
- Your provision of all the personal data in this form is obligatory. Your notification may not be processed if you fail to provide all the information as requested. Personal data relating to your registration (e.g. your name, registration number, company and/or correspondence address, the qualification and experience on which your registration is based, your date of first registration, etc.) will be entered into the register of authorized land surveyors which is available for inspection by the public under sections 11(1) and 11(2) of the Land Survey Ordinance.
- The personal data provided in this form and in subsequent updates, if any may be provided to other authorized parties (e.g. professional institutes, your employers and other Government bureaux/departments) for the purposes mentioned in paragraph 1 above.
- You have the right to request access to and correction of your personal data provided in this form. Please note that we may refuse to comply with a data access request in the circumstances specified in section 20 of the Personal Data (Privacy) Ordinance (Cap. 486). Your requests should be made to the Departmental Personal Data Controlling Officer (Attn: Senior Land Surveyor/Technical Information).

Email: smohq@landsd.gov.hk
Address: Survey and Mapping Office, Lands Department,
23/F North Point Government Offices,
333 Java Road,
North Point, Hong Kong

FOR OFFICIAL USE ONLY

Form received on:

File no.:

Remarks: