

Land Survey Authority Circular No. 2/2016

Revision of Form Nos. SMF-0014, SMF-0016, SMF-0017 and SMF-0051

The captioned forms have been revised with new revision numbers and dates as follows:

| Form No. (SMF-) | New Revision No. | New Revision Date | Title |
|-----------------|------------------|-------------------|--|
| 0014 | 7 | 18-Apr-2016 | Application for registration as an Authorized Land Surveyor under section 13(1) of the Land Survey Ordinance (Cap. 473) |
| 0016 | 6 | 18-Apr-2016 | Application for renewal of registration as an Authorized Land Surveyor under section 14(2) of the Land Survey Ordinance (Cap. 473) |
| 0017 | 5 | 18-Apr-2016 | Notification on change of particulars under section 11(3) of the Land Survey Ordinance (Cap. 473) |
| 0051 | 6 | 18-Apr-2016 | Application for Reinstatement of Name after Removal from the Register under section 16(1) of the Land Survey Ordinance (Cap. 473) |

The Personal Information Collection Statement appended to the above forms expressly indicates that the personal data provided thereon will be used by the Land Surveyors Registration Committee (“the Committee”) to establish and maintain the register of authorized land surveyors (“ALS”) (“the Register”). According to section 11(2) of Cap. 473, the Register is available to any person for inspection free of charge at the Legislation Section of the Lands Department during the opening hours of the Section’s counter service. Pursuant to section 11(1), the Register contains, among other details, the names and addresses of all ALSs.

An address shown in the Register should normally be the correspondence or company address provided by the concerned ALS using any one of the above forms. However, it is noted that for certain situations an ALS may need to use his/her residential address as the correspondence address. The Privacy Commissioner for Personal Data (“PCPD”) has recommended that Government Departments should explore less privacy-intrusive means of disclosure of the information in public registers established under ordinances and regulations. As an example, the PCPD recommended that residential address should be partially disclosed in public registers.

In response to PCPD's recommendation, the major changes to the forms are as follows:

- (a) the input fields for residential address and telephone number have been discarded;
- (b) a user shall declare whether he/she agrees to enter the correspondence or company address provided on the forms into the Register; if the user disagrees on doing so, he/she shall specify an appropriate address to be entered into the Register, which may be an incomplete residential address;
- (c) if a user agrees to include his/her name in the List of Practising Authorized Land Surveyors for circulation to public and Government Departments, his/her address to be shown in the List shall be the same as that given in the personal particulars section of the forms.

Notwithstanding the above changes, an ALS shall always provide a valid and full correspondence address and a valid contact telephone number to facilitate effective written and verbal communications from the Land Survey Authority, although he/she may disagree to enter such information into the Register.

The new forms are in user-input enabled Portable Document Format ("PDF") and have been uploaded to the LSO Corner of the Survey and Mapping Office Website at <http://www.landsd.gov.hk/mapping/en/leg/index.htm>. They can be used with immediate effect.

With effect from **1 May 2016**, the old forms shall cease to be used. Starting from the same date, the Legislation Section shall not accept submissions using the old forms.

For any inquiry in connection with this Circular, please contact the staff of the Legislation Section at telephone number 2231 3342 or 2231 4027.