

職業退休計劃條例
OCCUPATIONAL RETIREMENT SCHEMES ORDINANCE

更改註冊計劃或獲豁免計劃有關僱主的姓名或名稱及/或地址的通知
(有關更改並非因有關僱主的法律實體更改所致)

**NOTICE OF CHANGE OF NAME AND/OR ADDRESS OF THE RELEVANT
EMPLOYER OF A REGISTERED OR EXEMPTED SCHEME NOT CAUSED BY
CHANGE OF LEGAL ENTITY OF THE RELEVANT EMPLOYER**

[此表格不適用於通知有關僱主的法律實體的更改。關於有關僱主的法律實體的更改,請採用表格 ORS-6 通知。]

[This form should not be used for notification of the change of legal entity of the relevant employer. Form ORS-6 should be used in such case instead.]

個人資料收集聲明

在本通知書內提供的個人資料是供職業退休計劃註冊處處長用作更新按《職業退休計劃條例》第 6 條所備存的法定註冊記錄冊內的資料, 並供與資料當事人通訊及作資料核實用途。職業退休計劃註冊處處長亦可向上述條例第 78 條允許的人士或政府部門/機構披露該等資料。任何有關人士不提供規定資料或提供虛假資料, 可按照該條例有關條文被檢控。提交本通知書後, 如欲更改或查詢個人資料, 請與職業退休計劃註冊處處長的個人資料私隱主任聯絡。

PERSONAL INFORMATION COLLECTION STATEMENT

The personal data to be supplied in this notice are required for the Registrar of Occupational Retirement Schemes to update the statutory register kept under section 6 of the Occupational Retirement Schemes Ordinance and for the purposes of communication with the data subjects and data verification. Such data may also be disclosed to persons or government departments/agencies as permitted under section 78 of the above Ordinance. Any relevant person who fails to supply the required information or provides false information shall be liable to prosecution under the relevant provisions of the Ordinance. For correction of or access to the personal data after submission of this notice, please contact the Personal Data Privacy Officer of the Registrar of Occupational Retirement Schemes.

致:

香港新界葵芳興芳路二二三號

新都會廣場一座 36 樓

職業退休計劃註冊處處長(“處長”)

TO : The Registrar of Occupational Retirement Schemes (“the Registrar”)
Level 36, Tower 1, Metroplaza,
223 Hing Fong Road, Kwai Fong, New Territories, Hong Kong.

(1) 對上一次向處長申報而與此項更改通知有關的有關僱主的姓名或名稱(見說明 1) :
Name of the relevant employer last reported to the Registrar to which this change relates (see note 1) :

(2) 計劃名稱: _____
Name of scheme : (“該計劃”) (“the Scheme”)

- (3) 該計劃的*註冊/豁免編號：_____
- *Registration/Exemption no. of the Scheme :
- (注意：如本通知涵蓋超個一個計劃，請另紙提供有關計劃的名稱及註冊/豁免編號)
- (N.B. If this notice covers more than one scheme, please use a separate sheet to provide the names and registration/exemption numbers of the schemes concerned)

- (4) 本部僅用於填報更改姓名或名稱：
This section is to be completed only for change of name :

- (a) 我/我們現就該計劃，根據《職業退休計劃條例》(“該條例”)第*10(1)(f)條 (有關獲豁免計劃) / 22(1)(a)條 (有關註冊計劃) / 67(2)(g)條 (有關獲豁免集團計劃)，通知處長有關僱主的姓名或名稱更改，詳情如下：

In relation to the Scheme, and pursuant to *section 10(1)(f) (regarding an exempted scheme) / section 22(1)(a) (regarding a registered scheme) / section 67(2)(g) (regarding an exempted group scheme) of the Occupational Retirement Schemes Ordinance (“the Ordinance”), I/we hereby notify the Registrar of the following change of name of the relevant employer :

該有關僱主的新姓名或名稱(填寫英文)(如屬個人，先填寫姓氏) The new name (in English) of the relevant employer whose name has been changed (Insert surname first for individual)	姓名或名稱更改的決議日期，如適用的話 Date of resolution for the change of name, if applicable	姓名或名稱更改的生效日期 Effective date of the change of name																																				
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- (b) 我/我們現夾附一份證明更改該計劃有關僱主的姓名或名稱的證明書或文件的副本(見說明 2)。

I/we attach herewith a copy of the certificate or document evidencing the change of name of the relevant employer of the Scheme (see note 2).

- (5) 本部僅用於填報更改地址：
This section is to be completed only for change of address :

我/我們現就該計劃，根據《職業退休計劃條例》(“該條例”)第*10(1)(f)條 (有關獲豁免計劃) / 22(1)(a)條 (有關註冊計劃) / 67(2)(g)條 (有關獲豁免集團計劃)，通知處長該計劃有關僱主的地址更改，詳情如下：

In relation to the Scheme, and pursuant to *section 10(1)(f) (regarding an exempted scheme) / section 22(1)(a) (regarding a registered scheme) / section 67(2)(g) (regarding an exempted group scheme) of the Occupational Retirement Schemes Ordinance (“the Ordinance”), I/we hereby notify the Registrar of the following change of address of the relevant employer :

*將不適用者刪去。

*Delete whichever is inappropriate.

說明
Notes

1. 此表格只適用於通知一名有關僱主的姓名或名稱及/或地址的更改。計劃的其他有關僱主的姓名或名稱及/或地址如有更改，請另用表格 **ORS-8** 通知。
This form should be used for notifying the change of name and/or address of one relevant employer only. Separate *Form ORS-8* should be used for notifying the change of name and/or address of each of the other relevant employers.
2. 應連同本通知表格遞交證明更改該計劃有關僱主姓名或名稱的證明書或文件副本：—
The copy of certificate or document evidencing the change of name to be given in this notice should be :—
 - (i) 如該僱主屬在香港註冊的公司，則為其公司更改名稱註冊證書的副本；
in case the employer is a company which is incorporated in Hong Kong, a copy of its Certificate of Incorporation on Change of Name;
 - (ii) 如該僱主屬《公司條例》（第 32 章）第 XI 部適用的海外公司，則為其海外公司更改名稱登記證明書的副本；
in case the employer is an overseas company to which Part XI of the Companies Ordinance (Cap. 32) applies, a copy of its Certificate of Registration of Change of Name of Overseas Company;
 - (iii) 如該僱主屬根據香港任何條例成立的非公司法團，則為根據該等條例發出證明其名稱更改的有關證明書或文件的副本；
in case the employer is a body corporate (other than a company) incorporated under any Ordinance in Hong Kong, a copy of the relevant certificates or documents issued under those Ordinances evidencing its change of name;
 - (iv) 如該僱主屬不是法團的團體，則為其商業登記證(如在香港有經營業務)或其他證明其名稱更改的有關證明書或文件的副本；或
in case the employer is an unincorporated body of persons, a copy of its Business Registration Certificate (if carrying on business in Hong Kong) or other relevant certificates or documents evidencing such change of name; or
 - (v) 其他情況，則為任何可證明其姓名或名稱更改的證明書或文件(例如在該僱主屬個人的情況下，其改名契)的副本。
in any other case, a copy of the relevant certificates or documents (e.g. deed poll in case the employer is an individual)evidencing such change of name.
3. 本通知表格所列有關僱主的地址，應為：—
The address of the relevant employer to be given in this notice should be :—
 - (i) 如該僱主屬在香港註冊的公司，則為該公司在香港的註冊辦事處；
in case the employer is a company which is incorporated in Hong Kong, the company's registered office in Hong Kong;
 - (ii) 如該僱主屬《公司條例》（第 32 章）第 XI 部適用的海外公司，則為該公司在香港的主要營業地點；
in case the employer is an overseas company to which Part XI of the Companies Ordinance (Cap. 32) applies, the principal place of business of the company in Hong Kong;
 - (iii) 如該僱主屬不是公司的法團（不論在香港或其他地方成為法團或以其他形式設立），或屬於不是法團的團體，則為該法團或團體進行業務的地址；
in case the employer is a body corporate other than a company (whether incorporated or otherwise established in Hong Kong or elsewhere), or an unincorporated body of persons, the address at which the body carries on business;
 - (iv) 如該僱主屬個人，則為其住址或辦公地址；或
in case the employer is an individual, his residential or business address; or
 - (v) 其他情況，則為辦公地址。
in any other case, the business address.