

# 附錄

## Appendices

### 公署組織

### Organizational Structure

#### 執行部 Operations Division

##### 職責：

- 接受市民向私隱專員提出的投訴，並且就投訴採取行動；
- 就涉嫌違反私隱條例規定的事宜進行調查，並且採取適當的跟進行動，以確保違例者遵守私隱條例的規定；及
- 就可能對個人資料私隱有所影響的事宜提供意見。

##### Responsibilities:

- Receiving and taking action on complaints lodged with the Privacy Commissioner;
- conducting investigations of suspected breaches of the Ordinance and taking appropriate follow-up actions to ensure compliance with its provisions; and
- providing advice on matters that may affect the privacy of individuals in relation to personal data.

#### 審查部 Compliance Division

##### 職責：

- 處理市民及機構就私隱條例提出的查詢；
- 對資料使用者被指可能違反私隱條例規定的行事方式進行循規查察行動；
- 處理資料使用者提出的自動核對資料程序申請；及
- 就個人資料系統制定政策及程序，並進行有關視察工作，以及就如何進一步遵守私隱條例規定，向資料使用者提出建議。

##### Responsibilities:

- Dealing with general enquiries from members of the public and organizations concerning the provisions of the Ordinance;
- carrying out compliance checks in relation to alleged practices of data users that might be inconsistent with the requirements of the Ordinance;
- handling applications from data users for approval of automated data matching procedures; and
- developing policies and procedures on, and undertaking inspections of, personal data systems and making recommendations to the data users concerned for improved compliance with the provisions of the Ordinance.

#### 行政部 Administration Division

##### 職責：

- 制定並落實人力資源計劃，以達致公署的目標；
- 提供辦公室管理、財務及翻譯支援服務；
- 資訊系統管理；及
- 為個人資料(私隱)諮詢委員會提供統籌及秘書支援服務。

##### Responsibilities:

- Administering the strategic planning and activities of human resources to achieve office objectives;
- providing office administrative, financial and translation supports;
- administering the information systems management; and
- coordinating and providing secretarial support to the Personal Data (Privacy) Advisory Committee.

## 公署組織 (續)

## Organizational Structure (continued)

政策部  
Policy Division

## 職責：

- ▶ 就個人資料私隱問題制定政策立場；
- ▶ 就私隱專員擬發表意見的問題，進行比較研究及擬備立場書；及
- ▶ 協助草擬實務守則。

## Responsibilities:

- ▶ Developing policy positions on issues with respect to privacy in relation to personal data;
- ▶ undertaking comparative research and drafting position papers on such issues for publication by the Privacy Commissioner; and
- ▶ assisting in the preparation of codes of practice.

法律部  
Legal Division

## 職責：

- ▶ 為公署各方面的工作提供法律意見並處理一切法律事宜；
- ▶ 監察與公署工作有關的海外資料保障法律的發展；
- ▶ 檢討可能對個人資料私隱構成影響的現行及建議中的香港法例並作出報告；及
- ▶ 代表私隱專員出席法庭及行政上訴委員會的聆訊。

## Responsibilities:

- ▶ Provision of legal advice in respect of all aspects of the work of the PCPD and dealing with all legal matters;
- ▶ monitoring developments in overseas data protection laws insofar as they are relevant to the work of the PCPD;
- ▶ reviewing and reporting on existing and proposed Hong Kong legislation that may affect the privacy of the individual with respect to personal data; and
- ▶ representing the Privacy Commissioner in any relevant court or Administrative Appeals Board hearings.

機構傳訊部  
Corporate Communications  
Division

## 職責：

- ▶ 策劃及推行推廣及公眾教育活動；
- ▶ 為機構舉辦研討會及講座，教育有關機構認識私隱條例的規定；及
- ▶ 對新聞界的查詢作出回應並安排記者會。

## Responsibilities:

- ▶ Developing and implementing promotion and public education programmes;
- ▶ organizing seminars and presentations for organizations to educate them on the requirements of the Ordinance; and
- ▶ responding to press enquiries and arranging press briefings.

## 公署曾參與的講座的主辦機構名單

(2007年4月1日至2008年3月31日)

## Organizations Which Had Held Seminars with PCPD Participation (continued)

(1 April 2007–31 March 2008)

機構名稱	Organization
雅麗氏何妙齡那打素護養院	Alice Ho Miu Ling Nethersole Nursing Home
香港展能藝術會	Arts with the Disabled Association Hong Kong
銀聯信託有限公司	Bank Consortium Trust Company Limited
時富投資集團有限公司	Celestial Asia Securities Holdings Limited
政府統計處	Census and Statistics Department
雪佛龍香港有限公司	Chevron Hong Kong Limited
基督教宣道會宣基小學	Christian and Missionary Alliance Sun Kei Primary School
中華電力有限公司	CLP Power Hong Kong Limited
建造業訓練局	Construction Industry Training Authority
—	Courses & Seminars Limited CPD Course: "The Integrity of Personal Data: Some Topical Issues and Implications of the PD(P)O for Businesses"
大昌貿易行汽車服務中心有限公司	Dah Chong Hong (Motor Service Centre) Ltd
律政司 「2006-2007年度內地法律工作人員普通法訓練計劃」	Department of Justice "Training Scheme in Common Law for Mainland Official 2006-2007"
衛生署	Department of Health
電子資訊系統有限公司	EDS Electronic Data Systems (HK) Ltd.
僱員再培訓局	Employees Retraining Board
恒生銀行	Hang Seng Bank Limited
香港藝術發展局	Hong Kong Arts Development Council
香港電腦保安事故協調中心 政府資訊科技總監辦公室 香港警務處 「資訊保安認證及數據保護研討會」	Hong Kong Computer Emergency Response Team Coordination Centre (HKCERT), Office of the Government Chief Information Officer (OGCIO), Hong Kong Police Force "Information Security Certification and Data Protection Seminar"
香港考試及評核局	Hong Kong Examinations and Assessment Authority
香港房屋協會	Hong Kong Housing Society

## 公署曾參與的講座的主辦機構名單(續)

(2007年4月1日至2008年3月31日)

## Organizations Which Had Held Seminars with PCPD Participation (continued)

(1 April 2007–31 March 2008)

機構名稱	Organization
香港人力資源管理學會 「僱傭法例及僱傭關係證書課程」	Hong Kong Institute of Human Resource Management “Certificate in Employment Law and Employee Relations”
香港紅十字會	Hong Kong Red Cross
香港跆拳道協會	Hong Kong Taekwondo Association
醫院管理局 (港島東聯網)	Hospital Authority (Hong Kong East Cluster)
醫院管理局 — 威爾斯親王醫院	Hospital Authority – Prince of Wales Hospital
房屋署	Housing Department
入境事務處 入境事務學院	Immigration Department – Immigration Service Institute of Training and Development
中國工商銀行(亞洲)有限公司	Industrial and Commercial Bank of China (Asia) Limited
知識產權署	Intellectual Property Department
資訊財務師協會 「謝絕駭客 迎接顧客」研討會	IT Accountants Association IT Security Seminar – “Refuse Hacker Welcome Customer”
司法機構	Judiciary
康樂及文化事務署	Leisure and Cultural Services Department
路德會梁鉅鏐小學	Leung Kui Kau Lutheran Primary School
宏利人壽保險(國際)有限公司	Manulife (International) Limited
馬鞍山靈糧小學	Ma On Shan Ling Liang Primary School
盈科保險集團有限公司	Pacific Century Insurance Holdings Limited
邦民日本財務	Promise (H.K.) Co., Ltd
上海商業銀行	Shanghai Commercial Bank Ltd
太陽聯合倫敦保險有限公司	Sun Alliance and London Insurance plc
香港永明金融有限公司	Sun Life Hong Kong Limited

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(2007年4月1日至2008年3月31日)

## Organizations Which Had Held Seminars with PCPD Participation (continued)

(1 April 2007–31 March 2008)

機構名稱	Organization
東亞銀行有限公司	The Bank of East Asia, Limited
香港中華廠商聯合會 「勞工法例及僱傭實務」證書課程	The Chinese Manufacturers' Association of Hong Kong "Certification Course in Labour Legislation & Practical Employment"
基督教香港信義會 沙田多元化老人社區服務中心	The Evangelical Lutheran Church of Hong Kong, Shatin Multi-service Centre for the Elderly
香港青年協會	The Hong Kong Federation of Youth Groups
香港教育學院	The Hong Kong Institute of Education "Certificate Course for Kindergarten Principals"
香港理工大學 企業經管人才發展中心	The Hong Kong Polytechnic University Management and Executive Development Centre "Human Resource Management Programme for Executive Officers I & II of the Government of HKSAR"
香港公開大學	The Open University of Hong Kong
香港大學 — 電腦中心	The University of Hong Kong – Computer Centre "Information Security Awareness Seminar for Departments 2008"
卓佳專業商務有限公司	Tricor Services Limited
東華三院李賜豪小學	T.W.G.Hs. Li Chi Ho Primary School
市區重建局	Urban Renewal Authority
滬江維多利亞學校	Victoria Shanghai Academy
職業訓練局 香港專業教育學院 (摩理臣山)	Vocational Training Council Hong Kong Institute of Vocational Training (Morrison Hill)
—	Wellex Consultancy Limited CPD Course
惠而浦(香港)有限公司	Whirlpool (Hong Kong) Limited