

Reference Number:

(For internal use)

To Administrator – Frontline Personnel Safety Performance Recording Scheme  
Construction Industry Council  
38/F, COS Centre  
56 Tsun Yip Street  
Kwun Tong, Kowloon

**Withdrawal Application Form**  
**for**  
**Frontline Personnel Safety Performance Recording Scheme**

**Information of Applicant:**

|  |          |            |  |
|--|----------|------------|--|
| Name of Applicant:   | Surname: | Given Name | <input type="checkbox"/> Mr.<br><input type="checkbox"/> Ms. |
| Registration Number of Construction Workers Registration Card:<br>(Applicable to Frontline Worker)                               |          |            |  |
| Email Address:<br>(Applicable to Frontline Supervisor, please fill in the email used to log into the user account of the scheme) |          |            |  |
| Correspondence Address:  |          |            |  |
| Contact Number:  |          |            |  |

**Reasons for Application:**

I am no longer engaged in construction related work

Other, please specify:

**Points to Note:**

1. Frontline Personnel shall submit the Application Form to the Construction Industry Council (CIC) by mail.
2. Applying for withdrawal will be considered as your revocation of consent to participate in the Frontline Personnel Safety Performance Recording Scheme.
3. After receiving the Application Form, the CIC shall handle it within 14 calendar days.
4. Upon successful completion of the application, Project in Charge and Rating Staff will not be able to record the latest safety performance for Frontline Personnel on the platform of Frontline Personnel Safety Performance Recording Scheme (hereinafter referred to as "Platform").

5. The safety performance items previously recorded on the Platform in respect of the Frontline Personnel will be hidden and the records of the safety performance items will be automatically removed after 12 months. If Frontline Personnel rejoin the scheme, the safety performance records that have not yet expired will continue to be retained and displayed on the platform.

### **Personal Information Collection Statement**

The personal data above will be used to process application for withdrawal from the Frontline Personnel Safety Performance Recording Scheme. The required personal data is detailed in the application form. It is essential to provide the CIC with complete information as specified in the application form. Otherwise, CIC may be unable to process or consider the application. You have the right to request in writing to access and correct the personal data provided. For matters related to such requests, you may contact Administrator - Frontline Personnel Safety Performance Recording Scheme (Data Access Request), Construction Industry Council, 38/F COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon. Regarding the Privacy Policy Statement of the Scheme, please view it at : <https://safetyrecording.cic.hk/content/dam/safetyrecording/resources/pps-en.pdf>.

- I confirm that I have carefully read, understood and agreed to the above Points to Note and Personal Information Collection Statement.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_