



平安咭

註冊證

# 工人註冊證與「平安咭」統一到期日

## Workers Registration Card and Green Card - Alignment of Expiry Dates

由2009年11月1日起，您可以將您的建造業工人註冊證與「平安咭」的到期日統一\*，有效平安咭的到期日將會印在重新發給您的工人註冊證的背面，在有效期內，您毋須攜帶平安咭，亦可進入建造工地工作，一證兩用，方便輕鬆！

請注意，選擇「統一到期日」的工友須根據法例規定持有效平安咭及建造業工人註冊證。

\*「統一到期日」只適用於新申請及續領正式註冊證之工友，不適用於以下情況之工友：

- 所有新申請臨時註冊或持有臨時註冊工種
- 因增加或改變工種而須重新發出註冊證
- 補領註冊證
- 更新資料
- 平安咭有效期少於15個月

申請「統一到期日」費用全免。申請方法與新申請工人註冊或續領正式註冊相若，申請人只須於建造業工人註冊申請表附頁上選擇「統一到期日」及簽署確認。請先致電工人註冊處查詢新申請註冊或註冊續期手續及預約辦證(電話：2873 1911)，亦可瀏覽管理局網頁 [www.cwra.org.hk](http://www.cwra.org.hk)。

查詢及預約電話

For Enquiries & Appointments, please call :

**2873 1911**

Starting 1 November 2009, you may opt for aligning the expiry date\* of your Construction Workers Registration Card with that of your "Green Card". A new Workers Registration Card, with the Green Card expiry date printed on the back, will be issued to you. Before the expiry date, you can then access and work on construction sites without carrying your Green Card. It's as easy as it gets!

**Please NOTE that workers who opt for Alignment of Expiry Dates have to be the holders of valid Green Cards and Workers Registration Cards as required by respective ordinances.**

\* Alignment of Expiry Dates is only applicable to new and renewal applications of the Workers Registration Card (normal trades), and not applicable to the following circumstances:

- New applicants or existing holders of provisional registration of trades
- Re-issuance of Workers Registration Cards as a result of change or addition of trades
- Replacement of Worker Registration Cards
- Update of information
- Holders of Green Card with validity less than 15 months

Application for Alignment of Expiry Dates is Free, and the procedures are the same as new application or renewal of workers registration (normal trades). Applicants are required to check "Application for Alignment of Expiry Dates" on the Worker Registration Application Form and sign for confirmation. Please call Hotline 2873 1911 for registration/renewal appointments and enquiries, or visit [www.cwra.org.hk](http://www.cwra.org.hk) for more details.

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建造業工人註冊管理局  
CONSTRUCTION WORKERS  
REGISTRATION AUTHORITY

2009年11月 November 2009







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## 工人註冊證與「平安咭」統一到期日

Workers Registration Card and Green Card - Alignment of Expiry Dates

建造業工友現可統一建造業工人註冊證及「平安咭」之到期日\*。成功申請統一到期日後，工友開工毋須攜帶平安咭。

**Construction workers may now opt for aligning the expiry date of the Construction Workers Registration Card with that of the "Green Card"\* and leave the "Green Card" at home.**

\*工友仍須根據法例規定持有效平安咭及建造業工人註冊證。「統一到期日」只適用於新申請及續領正式註冊證及平安咭有效期不少於15個月之工友，不適用於所有新申請臨時註冊或持有臨時註冊工種、增加或改變工種、補領註冊證及更新資料之工友

Workers who opt for Alignment of Expiry Dates have to be the holders of valid Green Cards and Workers Registration Cards as required by respective ordinances. Alignment of Expiry Dates is only applicable to new and renewal applications of the Construction Workers Registration Card (normal trades) and not applicable to new applicants or existing holders of provisional registration of trades, re-issuance of Workers Registration Cards as a result of change or addition of trades, replacement of Worker Registration Cards, update of information and holders of Green Card with validity less than 15 months

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查詢 / 預約 Enquiry / Appointments:  
**2873 1911**

2009年11月 November 2009



建造業工人註冊管理局  
CONSTRUCTION WORKERS  
REGISTRATION AUTHORITY



由2009年11月1日起，您可以將您的建造業工人註冊證與建造業安全訓練證明書(俗稱「平安咭」)的到期日統一\*，有效平安咭的到期日將會印在您的工人註冊證背面，在有效期內，您毋須攜帶平安咭，亦可進入建造工地工作，一證兩用，方便輕鬆！

請注意，選擇「統一到期日」的工友須根據法例規定持有有效平安咭及建造業工人註冊證。

\*「統一到期日」只適用於新申請及續領正式註冊證之工友，不適用於以下情況之工友：

- 所有新申請臨時註冊或持有臨時註冊工種；
- 因增加或改變工種而須重新發出註冊證；
- 補領註冊證；
- 更新資料；
- 平安咭有效期少於15個月(「統一到期日」新措施將於稍後時間擴展至平安咭有效期少於15個月之工友，請留意建造業工人註冊管理局之公布)。

### 費用

申請「統一到期日」費用全免。如工人註冊證之有效期因統一到期日而被縮短，工人註冊處會安排退款。

### 「統一到期日」申請方法

「統一到期日」申請方法與新申請工人註冊或續領正式註冊相若。申請人只須於建造業工人註冊申請表附頁上選擇「統一到期日」及簽署確認。新申請註冊人士須帶備所需文件親身前往任何一個工人註冊處辦理。續領正式註冊人士可備齊文件透過郵寄、工會代辦或親身前往任何一個工人註冊處辦理。請先致電工人註冊處查詢新申請註冊或註冊續期手續及預約辦證(電話：2873 1911)，亦可瀏覽管理局網頁：[www.cwra.org.hk](http://www.cwra.org.hk)。

### 申請表格

申請表格可於各工人註冊處及有關工會索取，或於管理局網頁 [www.cwra.org.hk](http://www.cwra.org.hk) 下載。

### 所需文件

辦理統一到期日所需文件與新申請或續領正式註冊所需之文件相若(請參閱申請表格內之「註冊須知」)，唯平安咭之有效期不可少於15個月。



建造業工人註冊管理局  
CONSTRUCTION WORKERS  
REGISTRATION AUTHORITY

# 工人註冊證與「平安咭」 統一到期日



### 統一到期日

若工友選擇「統一到期日」，工人註冊處會根據工友平安咭之到期日，統一工人註冊證之有效日期，而工友將會獲發背面印有持證人有效平安咭到期日之註冊證，請參考以下例子：

	註冊證到期日	平安咭到期日	統一後註冊證到期日	備註
例子一 平安咭有效期為36個月或以上	2012年11月1日	2012年12月1日	2012年12月1日	
例子二 平安咭有效期為15個月或以上但少於36個月	2012年11月1日	2011年2月1日	2011年2月1日	工人註冊處將作出退款安排
例子三 平安咭有效期少於15個月	2012年11月1日	2011年1月31日	不適用	

### 領取新註冊證

1. 續期申請人可透過有提供領取註冊證服務的工會領取已續期及統一日期之註冊證，詳情請向有關工會查詢。
2. 其他申請人(包括透過只提供集體郵寄續證之工會遞交申請及自行郵寄遞交申請)須親身領取註冊證，並帶同所需文件的正本，供工人註冊處職員核對。以郵寄方式申請人士必須在香港仔總辦事處或九龍灣分處領證。

### 工人註冊處地址及開放時間

**香港仔總處：**漁光道95號建造業議會訓練學院管理培訓及工藝測試中心6樓  
**九龍灣分處：**大業街44號建造業議會訓練學院九龍灣訓練中心1樓  
**葵涌分處：**葵合街7號建造業議會訓練學院葵涌訓練中心地下  
**上水分處：**鳳南路1號建造業議會訓練學院上水訓練中心地下  
 星期一至五上午10時至下午1時，下午2時至下午7時  
 星期六、日及公眾假期休息

查詢及預約電話：2873 1911

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**Starting 1 November 2009, you may opt for aligning the expiry date\* of your Construction Workers Registration Card with that of the Construction Industry Safety Training Certificate (also known as "Green Card") by having the Green Card expiry date printed on the back of your Workers Registration Card. Before the expiry date, you can then access and work on construction sites without carrying your Green Card. It's as easy as it gets!**

**Please NOTE that workers who opt for Alignment of Expiry Dates have to be the holders of valid Green Cards and Workers Registration Cards as required by respective ordinances.**

\* Alignment of Expiry Dates is only applicable to new and renewal applications of the Construction Workers Registration Card (normal trades), and not applicable to the following circumstances:

- New applicants or existing holders of provisional registration of trades;
- Re-issuance of Workers Registration Cards as a result of change or addition of trades;
- Replacement of Worker Registration Cards;
- Update of information;
- Holders of Green Card with validity less than 15 months (Alignment of Expiry Dates will soon be extended to Green Card with validity less than 15 months. Please watch out for the announcement made by the Construction Workers Registration Authority.)

#### Application Fees

It's Free. Arrangements for refund will be made to those whose Workers Registration Card validity has been cut short by the alignment.



Green Card

Workers Registration Card

#### Workers Registration Offices & Opening Hours

- Aberdeen Headquarters :** Level 6, CICTA Management Training and Trade Testing Centre, 95 Yue Kwong Road, Aberdeen
- Kowloon Bay Branch :** 1/F, CICTA Kowloon Bay Training Centre, 44 Tai Yip Street, Kowloon Bay
- Kwai Chung Branch :** G/F, CICTA Kwai Chung Training Centre, 7 Kwai Hop Street, Kwai Chung
- Sheung Shui Branch :** G/F, CICTA Sheung Shui Training Centre, 1 Fung Nam Road, Sheung Shui

Mondays to Fridays: 10 am to 1 pm, 2:00pm to 7:00pm;  
Closed on Saturdays, Sundays & Public Holidays

## Workers Registration Card and Green Card Alignment of Expiry Dates

#### Alignment of Expiry Dates

The Workers Registration Office (WRO) will align the expiry dates of the Workers Registration Cards of those who take this option with the expiry dates of their Green Cards, and workers will be issued Workers Registration Cards with the expiry dates of the Green Cards printed on the back. Here are some examples for reference:

	Workers Registration Card Expiry Date	Green Card Expiry Date	Aligned Expiry Date of the Registration Card	Remarks
<b>Case 1</b> Green Card with validity of 36 months or above	1 November 2012	1 December 2012	1 December 2012	
<b>Case 2</b> Green Card with validity of 15 months to 36 months	1 November 2012	1 February 2011	1 February 2011	WRO will arrange refund
<b>Case 3</b> Green Card with validity less than 15 months	1 November 2012	31 January 2011	Not applicable	

#### How to Apply

Application for Alignment of Expiry Dates is the same as new application or renewal of workers registration (normal trades). Applicants are required to check "Application for Alignment of Expiry Dates" on the Worker Registration Application Form and sign for confirmation. New applicants are required to take out the application for registration in person with required documents at any Workers Registration Offices. For renewal applicants, applications, together with required documents, can be submitted by mail, through major trade unions or in person. Please call Hotline 2873 1911 to make appointments for new registration/renewal, or visit [www.cwra.org.hk](http://www.cwra.org.hk) for more details.

#### Application Form

Application forms are available at all Workers Registration Offices, respective trade unions or downloadable from the Authority's website at [www.cwra.org.hk](http://www.cwra.org.hk).

#### Required Documents

The documents required for Alignment of Expiry Dates are the same as those for new or renewal of registration (normal trades). You may refer to "Guidance Notes" on the Application Form for documents required. The validity of your Green Card however should be more than 15 months.

#### Collection of Aligned Workers Registration Card

1. Renewed and aligned Workers Registration Cards can be collected at trade unions which offer card collection service. Please contact respective trade unions for details on card collection.
2. Other applicants must collect their aligned Workers Registration Cards in person (including group submission through trade unions without card collection service) by bringing along originals of the required documents for verification. Applicants who sent their applications by mail are required to collect their Workers Registration Cards at Aberdeen Headquarters or Kowloon Bay Branch.

For Enquiries & Appointments, please call **2873 1911**





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**統一工人註冊證及「平安咭」到期日\*，開工毋須攜帶平安咭。**

**Opt for Workers Registration Card and Green Card Expiry Dates Alignment\* and leave your Green Card at home.**

\*適用於指定情況 Conditions apply







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