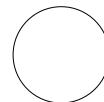


PLANNING DEPARTMENT
Public Enquiry Form
規劃署
公眾查詢表格



If you have any difficulty in completing this form, we shall be happy to assist.
倘若閣下填寫此表格時有任何疑問，本署職員將樂意協助。



File Ref.: _____

Date of receipt: _____ / _____ / _____

Date of reply: _____ / _____ / _____

Day Month Year

_____ DPO
 _____ Section

Part A - To Be Completed By Enquirer 甲部 - 由查詢人填寫 #

Name: _____
姓名 _____

No. of Persons: _____
到訪人數 _____

Address/Email: _____
地址/電郵地址 _____

Tel.: _____
電話 _____

Organisation: _____
(if appropriate)
機構
(如適用)

1. Private Individual
個人

2. Student / Educational Institute
學生 / 教育機構

3. Professional Agency
專業代理

4. Estate Property Company
房地產公司

5. Media
傳媒

6. Others (Pl. specify)
其他 (請註明)

Language: 1. 中文 2. English 3. Others 其他 _____
語言

Subject of Enquiry: _____
查詢事項

Part B - For Office Use Only 乙部 - 由本署填寫

ANSWER(S) / MAIN POINTS OF DISCUSSION:

The personal data provided will be held in the Planning Department for the purpose of processing your enquiries and, if necessary, for providing you with a written reply.

你在此表格所填報的個人資料，規劃署將用作處理你的查詢事宜及如在需要時，給你書面答覆之用。

PLAN REFERENCE :

IDPA Plan/DPA Plan/OZP No.

LP/ODP No.

NATURE :

- | | |
|--|--|
| <input type="checkbox"/> 1. Fact Finding | <input type="checkbox"/> 4. Report on Suspected Unauthorised Development |
| <input type="checkbox"/> 2. Discussion | <input type="checkbox"/> 5. Information for Academic Purpose |
| <input type="checkbox"/> 3. Suggestion | <input type="checkbox"/> 6. Others (Specify) _____ |

TYPE :

1. Walk-in Enquiry
2. Telephone Enquiry
- Time in: _____
- Enquiry answered by: _____
- Total staff time spent:
- 5 minutes
- 10 minutes
- more than 10 minutes
3. Letter
4. Email

COMPLEXITY :

1. Straightforward
2. Complicated

REFERRALS :

Internal Referrals

- | TO | FROM |
|-----------------------------|--|
| <input type="checkbox"/> 1. | <input type="checkbox"/> 2. TS Section |
| <input type="checkbox"/> 3. | <input type="checkbox"/> 4. Other Planning Section/DPO |

External Referrals

5. To: _____
6. From: _____

SUBJECT :

General

1. Planning System
2. Planning Organisation
3. Definition of Terms
4. Land/Transport/Environment Matters
5. Request for Planning Data
6. TP Ordinance
7. Statutory Planning Procedures
8. Population
9. Planning Studies

Territorial

10. HKPSG
11. Strategic Planning
12. Cross-boundary Matters

District

13. District Planning in General
14. Development Control in General
15. Site Specific Development Proposal/Potential/Restriction
16. Planning Applications
17. Planning Enforcement
18. Urban Renewal
19. Urban Design

Others

20. Others (Specify) _____
- _____

COMPLETED BY:

Name of Officer: _____

Title: _____

Signature: _____

Officer Consulted: _____