

**Notice for Collection of Electors' Information**  
**2022 Legislative Council Election Committee Constituency By-election**

Date of By-election: 18 December 2022

After submission of the nomination form, each candidate may request the following two items of Election Committee ("EC") members' information:-

- (1) a set of "Candidate Mailing Label System" USB flash drives and its User Guide; and/or
- (2) a set of mailing labels of EC members (**excluding EC members who have provided their email addresses (except those in the custody of the Correctional Services Department), and those who have requested not to receive election mail**) (size of each label is 102mm (L) x 36mm (W)).

To avoid wastage of resources, candidates should carefully consider their publicity plan before requesting the above item(s). Upon confirmation of the item(s) to be requested, the candidate or the election agent is required to return the completed reply slip of "Notice for Collection of Electors' Information" together with the "Undertaking on the Use of Electors' Information" by email (Email address: [cmls@reo.gov.hk](mailto:cmls@reo.gov.hk)) or facsimile transmission (Fax no.: 2554 7065) or by post (Address: 8/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon) to the Registration and Electoral Office.

Upon receipt of the duly completed reply slip and undertaking, we will contact the candidate or his/her election agent by telephone within two working days to confirm receipt of the relevant documents. When the item(s) to be requested is/are available and the candidate has been decided as validly nominated, we will inform the candidate or his/her election agent by telephone to collect the item(s) at the Registration and Electoral Office on 8/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon.

**Environmentally-friendly Promotion**

To protect the environment and reduce the consumption of paper and other resources, we encourage candidates to send the election promotional materials to EC members in the following ways as far as possible:

- Please carefully consider your publicity plan and the quantity of promotional mail before requesting the mailing labels;
- Please use joint election mail for promotion (half or more of the mailing labels and number of letters can be saved if two or more candidates (up to four) jointly send out one election mail to EC members for promotion);
- Please use the information in the "Candidate Mailing Label System" to send electronic election mail to EC members who have provided their email addresses in lieu of hard copy; and
- To respect the wish of the EC members who have provided their email addresses to support environmental protection and the wish of the EC members who have requested not to receive election mail, candidates should consider carefully if it is absolutely necessary to send hard copy of election mail to these EC members.

**Points to note  
when sending  
election mail to  
EC members  
by email**

- ❖ To prevent the email containing the election mail from being mis-detected as spam email and blocked by the email system, candidates are advised to understand the relevant policies and preventive measures adopted by the relevant email service providers before arranging the sending of election mail to the EC members through email in bulk. If necessary, candidates may consider first applying to the email service providers for raising the daily sending limit of their email accounts.
- ❖ We encourage candidates to provide in the electronic election mail a means or option for the EC members to stop receiving further promotional email. After sending out your email, if you receive an EC member's indication that he/she does not wish to receive further promotional email, please respect his/her wish to avoid causing nuisance.

Registration and Electoral Office

October 2022

**Please SUBMIT WITH  
Undertaking on the Use  
of Electors' Information**

**Reply Slip**

To: Chief Electoral Officer  
(Email address: cmls@reo.gov.hk) / (Fax No: 2554 7065) /  
(Postal address: 8/F, Millennium City 6, 392 Kwun Tong Road, Kwun Tong, Kowloon)

**Notice for Collection of Electors' Information**  
**2022 Legislative Council Election Committee Constituency By-election**

Date of By-election: 18 December 2022

I would like to obtain (Please ✓ in the appropriate box(es)):

A set of "Candidate Mailing Label System" USB flash drives and its User Guide

A set of mailing labels of members of the Election Committee ("EC Members")

**(Excluding EC members who have provided their email addresses (except those in the custody of the Correctional Services Department), and those who have requested not to receive election mail)**

Please notify me by telephone when the above item(s) is/are available for collection.

Signature of Candidate/Election Agent\* : \_\_\_\_\_

Name of the Candidate (BLOCK LETTERS) : \_\_\_\_\_

Name of the Election Agent (BLOCK LETTERS)(if applicable) : \_\_\_\_\_

Contact Telephone Number of the Candidate/Election Agent\* : \_\_\_\_\_

Email Address# : \_\_\_\_\_

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

\* Please delete as appropriate.

# The "Candidate Mailing Label System" USB flash drives are password-protected. The Registration and Electoral Office will separately send the password to you by email.

**For the Registration and Electoral Office's use only**

Reference no:

The electors' information is available for collection on \_\_\_\_\_ (Date).

**EC -**

The \*Candidate/Election Agent has been informed on \_\_\_\_\_ (Date).

Date of Receipt  
& Time

Name of Officer  
(BLOCK LETTERS): \_\_\_\_\_

Signature  
of Officer: \_\_\_\_\_

:  
/ /2022

Post: \_\_\_\_\_

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

## **Personal Information Collection Statement**

Please note the following with regard to the personal data supplied in connection with the Notice for Collection of Electors' Information ("Notice") –

(a) **Purpose of Collection**

The personal data and other related information supplied in connection with this Notice will be used by the Electoral Affairs Commission, the Registration and Electoral Office, the Returning Officer for the relevant constituency, and other related government departments and organizations for election-related purposes.

(b) **Transfer of Information**

The personal data and other related information supplied in connection with this Notice may be provided to other authorized departments, organizations or persons, including but not limited to the law courts for election-related purposes.

(c) **Access to Personal Data**

A person has the right to request access to and correction of the personal data he/she supplied in this Notice in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486).

(d) **Enquiry**

Enquiries concerning the personal data collected by means of this Notice (including requests for access to and corrections of personal data) should be addressed to the Chief Electoral Officer (Address: 10th Floor, Harbour Centre, 25 Harbour Road, Wan Chai, Hong Kong).