



Continuing Education Fund

Guidance Notes for Application

Importance Notes

There are many Continuing Education Fund Reimbursable Courses in the market, which are offered by a wide range of course providers. Different course providers and their courses seek to meet the needs of different learners and quality may vary. We therefore appeal all CEF learners to select courses carefully, consider your own needs and make use of the course information on our website (www.wfsfaa.gov.hk/cef) to verify those provided by course providers. If there is any question about the course information, please call our 24-hour hotline at 3142 2277 (Handled by the staff of “1823”).

Part I – General Information

1. CONTINUING EDUCATION FUND

1.1 The Continuing Education Fund (CEF) subsidizes adults with learning aspirations to pursue continuing education and training courses. Eligible applicants will be reimbursed 80% of their fees, subject to a maximum sum of HK\$10,000, (whichever is the less) on successful completion of a reimbursable course. The fees for more than one course may be reimbursed, subject to the maximum ceiling of HK\$10,000 per applicant not being exceeded.

2. ELIGIBILITY

2.1 Which courses?

Continuing education and training courses registered under the CEF as “reimbursable courses”. A list of the reimbursable courses can be obtained from the CEF website <http://www.wfsfaa.gov.hk/cef>, or the Office of the Continuing Education Fund (OCEF).

2.2 What fees may be reimbursed?

Only payments made for tuition fees for reimbursable courses, and examination fees for taking designated benchmark examinations in respect of language courses are reimbursable expenses. The fees will be reimbursed only if the applicant has successfully completed the courses before the expiry of the reimbursement deadline and in respect of language courses, passed the specified benchmark examinations at the specified (or higher) level. Any other fees, such as late charges and change of course fee charges are not eligible for reimbursement.

2.3 Who is eligible? Persons who –

- (a) are Hong Kong residents who have the right of abode or the right to land or to remain in Hong Kong without restriction, i.e. “A” (right of abode), “R” (right to land) or “U” (remain in Hong Kong without restriction) should appear below the date of birth on the HK Smart ID card. For details of the meaning of symbols, please visit the website of the Immigration Department <http://www.immd.gov.hk>. Holders of one-way permits from Mainland China may also apply. (A copy of the one-way permit and the HK Smart ID card should be attached to the application form);
- (b) have enrolled in and paid the tuition fee on equal monthly instalments basis for a reimbursable course before the course

commences; and

- (c) are aged from 18 to 65 both at the time of application for opening an account with CEF pursuant to section 3.1 and at the time of submitting a Reimbursement Claim Form pursuant to section 5.4. Sections 2.4(b), 5.4, 5.6 and 5.10 shall be read subject to this age limit.

2.4 Other conditions –

- (a) **Each applicant may obtain approval for opening an account with CEF once a lifetime only.** Applicants who have obtained approval in-principle for opening a CEF account may enroll in other reimbursable course(s) and **need not** submit a second application. However, the reimbursement deadline remains. Applicants who **withdraw** their applications of their own accord may not submit further applications for account opening.
- (b) An applicant who has successfully opened a CEF account may submit a maximum of **4 claims** for reimbursement and, in any event, within **4 years** from the date that the application was approved. Each claim may include more than one reimbursable course. Each applicant is entitled to a maximum sum of HK\$10,000.
- (c) In respect of any courses, modules or units of study credits for which the fees are to be reimbursed, the conditions set out in section 2.3 are fully met and, upon seeking reimbursement of the fees, the applicant must not have obtained any other public funds or publicly-funded financial assistance for the same course, such as pursuing courses funded by the University Grants Committee, grants or loans from the Financial Assistance Scheme for Post-secondary Students administered by the Student Finance Office of the Working Family and Student Financial Assistance Agency (SFO, WFSFAA) etc.

Loans for tuition fee payments obtained from the publicly-funded Non-means-tested Loan Scheme (NLS) administered by SFO, WFSFAA are not subsidised loans. If such loans are borrowed towards the payment of fees for a reimbursable course of study recognised for the purpose of CEF, the fees may be eligible for reimbursement subject to all other criteria being met. **The CEF reimbursement would be used to offset any outstanding NLS loans so borrowed by the applicant for paying the tuition fee in respect of the same course. Any remaining balance of the CEF reimbursement after offsetting will be credited to the designated account of the applicant.**

3. HOW TO APPLY

- 3.1 Complete the application form (SFO 192 (2015) Rev.) which can be obtained from District Offices and OCEF, or downloaded from CEF website (<http://www.wfsfaa.gov.hk/cef>) or fill in online application form available on the website of GovHK and then print the filled form (<http://www.gov.hk/en/residents/forms/>). The completed application form together with a photocopy of the applicant’s HK Smart ID card and if applicable one-way permit should be submitted **by post** to:

The Office of the Continuing Education Fund
Room 916, 9/F., Kwai Hing Government Offices,
166-174 Hing Fong Road,
Kwai Chung, New Territories.

Applicants may also place their applications in the **drop-in box** on 12/F., Cheung Sha Wan Government Offices.

4. DEADLINE FOR APPLICATIONS

- 4.1 Applications for opening an account with CEF are processed on a first-come-first served basis, subject to availability of funds. In the event that CEF no longer has funds available, the application will not be approved regardless of whether the applicant fulfils the eligibility requirements for claiming reimbursement from the CEF. All provisions in these Guidance Notes shall be read subject to this section. Applicants should submit their applications as soon as they have been enrolled in, and have paid for on equal monthly instalments basis, the first course for which reimbursement of fees is to be made and, in any event, **before the commencement of that course**. Late applications will not be accepted.
- 4.2 The date of receipt of the application by OCEF will be taken as the date of application.
- 4.3 The application mentioned in section 3 and this section 4 is an application for opening an account with CEF only, and does not equate with a claim for reimbursement mentioned in section 5.4. Separate claims for reimbursement must be made on and subject to the terms set out in these Guidance Notes including sections 5.4 and 5.5.

5. NOTIFICATION OF APPLICATION RESULTS AND PAYMENT ARRANGEMENTS

- 5.1 For applications containing complete information, application results will be issued within **2 weeks** from the date of receipt of applications. If the information provided is incomplete or there are discrepancies in the information provided, applicants will be requested to give an explanation or provide supplementary information, in which case the processing time will be longer.
- 5.2 Applicants who would like to receive an “Acknowledgement of Receipt of Application” should attach a stamped and self-addressed envelope and submit it to OCEF, together with the application form. Please mark “Request for Acknowledgement of Receipt of Application” on the envelope. If no stamped and self-addressed envelope is attached, OCEF will not issue any acknowledgement notification.
- 5.3 If applicant does not receive any written reply from OCEF **4 weeks from the date of submission**, please contact us at 3142 2277 immediately.
- 5.4 Each successful applicant will be provided with a Reimbursement Claim Form (RCF) which should be submitted after successful completion of the course(s) and, in any event, within **4 years** from the date the application was approved.
- 5.5 A claimant should submit to OCEF the completed and certified RCF together with copies of supporting documents (fee receipts, documentary proof that the claimant has successfully completed the courses and the front page of his/her bank passbook/statement showing the name, account number and bank name / bank code). **“Successful completion”** of the course means that the claimant must have attended no less than 70% of the contactable hours of the course or such higher attendance requirement as prescribed for the course (whichever is higher) and attained the overall mark of either 50% or such higher percentage of assessment(s) as prescribed for the course (whichever is higher) as assessed by whichever method approved by the Secretary for Labour and Welfare (including any examination and assignment requirements with approved weighting). Documentary proof of successful completion of the course may include a certificate of award, a letter or a transcript from the course provider certifying that the claimant has passed the relevant course assessment.
- 5.6 **Claimants studying language courses (except written Chinese and Sign Language) are additionally required to pass a specified benchmark test at the specified (or higher) level** within the 4-year validity period. Benchmark tests should be taken after the course has commenced and before the expiry of the validity period. Claimant can make use of the same benchmark examination to support the claim for more than one

language course. However, the examination date of the benchmark examination must fall after the course commencement date of the reimbursable course used for claiming CEF. Information on the specified benchmark tests and levels of the language courses can be obtained from the Reimbursable Course List in CEF website. Benchmark Test / Examination fees may also be reimbursed if accompanied with a claim for the relevant language course. Full details are given in the Guidelines on the Reimbursement Procedures for the Continuing Education Fund (SFO 204 (2015) Rev.) which is attached with the approval in-principle letter.

- 5.7 Copies of all submitted supporting documents are not returnable. Claimants should **retain copies** for their own reference.
- 5.8 Reimbursement will be made by direct credit to the saving/current account nominated by the claimant for receipt of the reimbursement. The name of the claimant on the account **must** be exactly the same as the name on the HK Smart ID Card. Credit card accounts, fixed deposit accounts and foreign currency deposit accounts are not acceptable accounts for direct credit of the reimbursement.
- 5.9 Claim application result will be issued **within 6 weeks** from the date of receipt of the RCF, subject to complete and satisfactory supporting documents being provided. If the information provided is incomplete or there are discrepancies in the information provided, claimant will be requested to give an explanation or provide supplementary information, in which case the processing time will be longer. In case the CEF reimbursement has to be made to offset the NLS loans, or in exceptional circumstances, the processing time will be longer as well. If claimant does not receive any written reply from OCEF 8 weeks from the date of submission, please contact us at 3142 2277 immediately.
- 5.10 Each applicant may make **4 claims** of reimbursement, subject to a ceiling of HK\$10,000 within **4 years** from the date the application for opening an account with CEF was approved. The CEF account for the applicant will be closed once the fourth submission of claim has been made, no matter the claim was approved with reimbursement of fees or not, or when the full sum of HK\$10,000 has been drawn, or at the end of the 4-year period or on the date the applicant reaches the age of 66 (whichever is the earlier), notwithstanding any unclaimed balance remaining in the account. Applicants are not eligible to re-apply CEF account opening in future.
- 5.11 For updated information of CEF, please visit CEF website <http://www.wfsfaa.gov.hk/cef>.

6. HANDLING OF INFORMATION

- 6.1 Applicants are obliged to supply information pertaining to their personal data, as required in the application. In accordance with section 3.2.1.2 of the Code of Practice on the Identity Card Number and the Personal Identifiers issued by the Privacy Commissioner for Personal Data, applicants are requested to furnish a copy of their Hong Kong Smart Identity Card. If an applicant fails to comply with these requirements, OCEF may not be able to process his / her application. OCEF will use the personal data provided in the applications for the following purposes –
- Activities relating to the processing and counter-checking of an application under the Continuing Education Fund, including the matching of the personal data provided against other data-bases as may be required for the purpose of verifying the criteria set out in sections 2.3 and 2.4 above.
 - Activities relating to the recovery of payments, if any.
 - Statistics and research.
- 6.2 The personal data and other supplementary information that are provided in the application may be disclosed to Government policy bureaux and departments and course providers for the

purposes mentioned in section 6.1 above or where such disclosure is authorized and required by law.

- 6.3 If necessary, OCEF will contact the course providers, other government departments and organizations to verify the data provided in the application with those held by them for the purposes mentioned in section 6.1 above.
- 6.4 In accordance with sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong), applicants have the right to request access to and correction of the personal data supplied in their applications.
- 6.5 Enquiries concerning the personal data provided in the applications and requests for the correction of such data may be made in writing to: Office of the Continuing Education Fund, Room 916, 9/F., Kwai Hing Government Offices, 166-174 Hing Fong Road, Kwai Chung, New Territories.

7. OTHER MATTERS

- 7.1 It is an applicant's responsibility to complete the application form fully and truthfully and attach all the necessary supporting documents. Any misrepresentation or omission may lead to rejection of application and / or full recovery of payments made and possibly court proceedings. Applicants are reminded that it is an offence to obtain property / pecuniary advantage by deception. Any person who does so commits an offence and is liable on conviction to imprisonment for 10 years under the Theft Ordinance (Chapter 210 of the Laws of Hong Kong). It is also an offence under the Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong) to offer any advantages (e.g. money, gift etc.) to an employee of OCEF or the SFO as an inducement to or reward for facilitating or expediting the processing of applications.
- 7.2 In the event that there is overpayment due to error of calculation, the amount overpaid must be refunded by the applicant in one lump sum upon demand.
- 7.3 Applicants should check the personal data and course data contained in the Application Approval Letter, Notification of Payment etc. Should there be any discrepancies in information

such as the name of the course provider, course of study, correspondence address or the bank account number, OCEF should be notified in writing **immediately**.

- 7.4 OCEF would welcome any feedback you may have on the scheme and the quality of the courses. Any comments may be sent to OCEF or its E-mail address cef_sfo@wfsfaa.gov.hk.

8. THE PUBLIC'S ROLE AND RIGHT OF APPEAL

- 8.1 We welcome any comments and suggestions on our services and on the way they are delivered. There may be occasions when we are unable to meet the targets pledged. In such instances, all applicants are entitled to a full and prompt explanation. If an explanation is required or if you feel that your application has not been dealt with properly, you may telephone, visit or write to us by post or E-mail. We shall send acknowledgement to you within 3 working days and provide a written response within 15 working days on receipt of the complaint.
- 8.2 If you feel that your application has not been dealt with fairly or that our response to your complaint is not satisfactory, you may write to the Controller, Student Finance Office at the following address –

Student Finance Office
Working Family and Student Financial Assistance Agency
12/F., Cheung Sha Wan Government Offices
303 Cheung Sha Wan Road,
Kowloon
(Fax No. : 2519 3857)
(E-mail : wg_sfo@wfsfaa.gov.hk)

- 8.3 To facilitate early processing of applications and reimbursement of approved fees, we appeal to all applicants to provide complete and accurate information in their applications.
- 8.4 Should there be any discrepancy between the English and Chinese versions of this Guidance Notes, the English version shall prevail.

End of Part I

Part II – How to Complete the Application Form

Please complete Parts A to E according to the instructions given in the Application Form and in the following notes. An example is shown below:

PART A - Personal Data

1. Name in Chinese

- Please fill in your name in Chinese as recorded in your Hong Kong Smart Identity Card, if applicable.

2. Chinese Character Code

- Please fill in the Chinese Character Code as recorded in your Hong Kong Smart Identity Card.
- Please start from the first box.

3. Name in English

- Please fill in your name in English block letters as recorded in your Hong Kong Smart Identity Card.
- Please start from the first box, fill in surname first and then other name. Leave a space between each word. Punctuation marks are not necessary.

4. Title

- Please fill in the appropriate number.

5. Hong Kong Smart Identity Card Number

- Please fill in your Hong Kong Smart Identity Card number.
- Your data should be right-justified.
- For example,

76 Z 7 6 5 4 3 2 (1)

6. Date of Birth

- Please fill in your date of birth as recorded in your Hong Kong Smart Identity Card.
- For example, a person who was born on 1 July 1980 should fill in

85 0 1 0 7 1 9 8 0
D D M M Y Y Y Y

- If month and day are not specified in your Hong Kong Smart Identity Card, please fill in "0101" in the "DDMM" field.

7. Correspondence Address

- Please fill in your correspondence address in English block letters in the boxes provided.
- Please start from the first box and leave a space between each word. Punctuation marks are not necessary.
- For box 194, please fill in the appropriate number.
- If it is a P.O. Box address, please start from box 104.
- If your residential address is not the same as your correspondence address, please indicate your residential address in Part D – "Additional Information of Applicant".

8. Residential Phone Number

- Please fill in your residential phone number in the boxes provided.
- Please start from the first box.

9. Other Contact Phone Number

- Please fill in your other contact phone number, such as your mobile phone number or pager number in the boxes provided.
- Please start from the first box.

10. Are you a degree holder

- Please fill in "Y" or "N" to indicate whether you are a degree holder (This information is used for statistics only).



持續進修基金申請表 CONTINUING EDUCATION FUND (CEF) APPLICATION FORM

由辦事處填寫 For Office Use Only

Date: 1 _____
No: 9 _____

在填寫表格前請先參閱「申請指引」[SFO 191C (2015) Rev.]，請用黑色或深藍色原子筆，以正確填寫本表格。
Please refer to the "Guidance Notes" [SFO 191 (2015) Rev.] and complete all items in block letters with a blue or black pen.
如申請人的持續進修基金開戶申請已獲得初步批准，便不需於其他「可獲發還款項課程」開課前再遞交第二份申請。
Applicants who have obtained approval in-principle for opening an account with CEF need not submit a second application before the commencement of other reimbursable course(s).

甲部 PART A 個人資料 PERSONAL DATA

除註有 * 的欄位可選擇是否填寫外，申請人必須填寫所有其他欄位。
Besides the fields marked with * which are optional ones, applicant is required to complete all other fields.

常進修
中文姓名(依慣例)
Name in Chinese (if applicable) 蘇 冠 文
英文姓名
Name in English SEUNG CHUN SAU DILIGENT
中文電話
Chinese Character Code 16 1 6 0 3 6 6 5 1 2 2 0 8
香港智能身份證號碼
Hong Kong Smart Identity Card No. 76 Z 7 6 5 4 3 2 (1)
通訊地址
Correspondence Address: 184 SHING SAK COURT
134 KAN LIK GARDEN
164 3 2 1 YUNG KUNG ROAD
住宅電話號碼
Residential Phone No. 198 8 7 6 5 4 3 2 1
其他聯絡電話號碼
Other Contact Phone No. 263 9 8 9 8 9 8 9 8

*你是否學位持有人?
Are you a degree holder? 是 "Y"; 否 "N" Yes "Y"; No "N" 216 Y

乙部 PART B 就讀課程資料 INFORMATION ON COURSE OF STUDY

院校 / 機構名稱
Name of Institution / Course Provider: ABC INSTITUTE OF CONTINUING EDUCATION
持續進修基金院校編號
CEF Institution Code: 888
持續進修基金課程編號
CEF Course Code: 21L12345-6
實際由申請人繳付的學費
Actual Tuition Fees paid by the applicant: HK\$13,000
開課日期 (日/月/年)
Commencement Date (D/M/Y): 0 1 0 9 2 0 1 5

注意事項/Attention:
1. 申請人須於開課日期前遞交申請至持續進修基金辦事處。
Applicant should submit the application to the Office of the Continuing Education Fund before the course commences.
2. 除獲勞工及福利局長豁免外，所有「可獲發還款項課程」必須以按月等額形式收取學費。有關已獲豁免的課程名單，請瀏覽基金網頁 (www.wfsfa.gov.hk/cef)。
The tuition fees of all "reimbursable courses" must be collected on equal monthly instalments basis except those which have been granted exemption by the Secretary for Labour and Welfare. For the list of exempted courses, please visit CEF website (www.wfsfa.gov.hk/cef).

由辦事處填寫 For Office Use Only
HKID 224 ADD 225 SIGN 226 CERT 227 AC 228 VP 229 AG 230 RS 231
OTH 232 IC 235 CC 238
Processed by: _____ Checked by: _____

PART B - Information on Course of Study

1. Name of Institution / Course Provider

- Please fill in the name of the institution or course provider of the course as published in the "Reimbursable Course List".

2. CEF Institution Code

- Please fill in the institution code of the course as published in the "Reimbursable Course List".

3. CEF Course Code

- Please fill in the course code as published in the "Reimbursable Course List".

4. CEF Course Title

- Please fill in the course title as published in the "Reimbursable Course List".

5. Actual Tuition Fees Paid by the applicant

- Please fill in the actual tuition fees paid for this course by the applicant on equal monthly instalments basis.
- Please refer to Section 2.2 of Part I of the Guidance Notes on the reimbursable fees.

6. Commencement Date

- Applications should be made before the commencement of the course.
- Please follow the D/M/Y format.

PART C - Certification by the Institution / Course Provider
(Applicant should submit the form to the institution / course provider for certification and completion before submission)

- 1. Certification by the Institution / Course Provider**
- This part should be completed and chopped by the institution / course provider certifying that the information in respect of the course provided in the Application Form by the applicant is correct.

PART D - Additional Information of Applicant

- 1. Additional Information of Applicant**
- Please fill in your residential address here if it is not the same as your correspondence address or any other additional information that you consider necessary.

PART E - Declaration

- 1. Signature of Applicant**
- Please read carefully the declaration before you sign.
- 2. Date**
- Please fill in the date you sign this form.

丙部 PART C 院校 / 辦學機構證明 CERTIFICATION BY THE INSTITUTION / COURSE PROVIDER

申請人在遞交申請前須先將申請表交予院校 / 辦學機構填寫及蓋章。
Applicants should submit the form to the institution for certification and completion before submission.

茲證明 / This is to certify that:

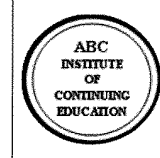
1. 申請人已被取錄修讀乙部所申報之課程，而申請人於本申請表上所提供有關課程的資料均屬正確無訛；及
The applicant has enrolled in the course as stated in Part B and the information given in this Application Form in respect of the course provided by the applicant are correct; and

2. 申請人並不是大學教育資助委員會(教資會)資助課程的學生；或申請人是教資會資助課程的學生，惟於乙部所申報之課程學費並不屬於繳付教資會資助課程學費的一部份 (只適用於受教資會資助的院校)。
The applicant is not a student of University Grants Committee (UGC)-funded programme(s); or the applicant is a student of UGC-funded programme(s) but the tuition fees for the course as stated in Part B is not part of the tuition fees for the UGC-funded programme(s) s/he enrolled (Only applicable to UGC-funded institutions).

日期 Date: 20/8/2015

丁部 PART D 申請人附加資料 ADDITIONAL INFORMATION OF APPLICANT

(如有需要，可另加紙補充 Use separate sheet if necessary)



認可的院校 / 辦學機構印章
Authorized Stamp Chop of Institution

戊部 PART E 聲明書 DECLARATION

本人擁有香港特別行政區 (香港) 居留權 / 香港入境權 / 獲准逗留香港的許可而不受任何逗留條件的限制 / 持單程證從中國大陸來港定居。

本人已細閱《持續進修基金申請指引》[SFO 191C (2015) Rev.]，並完全明白所有內容。現特此聲明：本人在這份申請表內所填報的各項資料，盡本人所知，均屬詳盡而真實的資料。

本人知道，持續進修基金辦事處 (以下簡稱“辦事處”) 將依據本人所提供的資料，決定本人是否符合獲持續進修基金發還費用的資格，以及評估本人可獲發還的金額。本人亦明白，為了以欺騙手段取得金錢利益而漏報資料或作出失實陳述，即屬犯罪，對違犯者可循法律程序追究法律責任。

本人授權辦事處按照申請指引第 1 部分第 6 段的內容，處理本人就這宗申請而提供的個人資料及其他資料。本人亦同意本人所屬的院校或辦學機構向辦事處提供本人的個人資料，以便辦事處處理本人的申請或核實本人就這宗申請而提供的資料。

本人明白，辦事處有權覆檢本人的申請，以及在有需要時調整本人可獲發還的金額。本人承諾在辦事處提出要求時，將本人多收的款項歸還香港特別行政區政府。

此外，本人同意辦事處會將發還的款項用作償還本人向免息審查貸款計劃借費用以支付同一課程學費的貸款。

I have the right of abode in the Hong Kong Special Administrative Region (Hong Kong) / right to land in Hong Kong / permission to stay in Hong Kong without restriction / came to Hong Kong on one-way permit from Mainland China.

I have read and fully understood the “Guidance Notes on the Continuing Education Fund” [SFO 191 (2015) Rev.]. I declare that the information provided by me in this application form is complete and true to the best of my knowledge.

I am aware that the Office of the Continuing Education Fund (OCEF) will rely on the information provided by me to determine my eligibility for receipt of reimbursement of fees from the Continuing Education Fund and to assess the amount of reimbursement to be offered. I also understand that any omission / misrepresentation of information with a view to obtaining pecuniary advantage by deception is an offence and is liable to legal proceedings.

I authorize the OCEF to handle the personal data / information provided in this application in accordance with section 6 in Part I of the Guidance Notes. I also give my consent to the institution / course provider concerned to release my personal data to the OCEF for the purpose of processing my application or verifying the information provided in this application.

I understand that the OCEF has the right to review my application and adjust my entitlements for reimbursement if necessary. I undertake to refund to the Government of the Hong Kong Special Administrative Region any overpayment made to me upon demand.

Moreover, I give my consent that OCEF can use the reimbursement to offset any Non-means-tested Loan Scheme loans which I have borrowed for payment of the tuition fee in respect of the same course.

Diligent 20/8/2015
簽署及日期 Signature & Date

SFO 192 (2015) Rev. - 2 - 轉後頁 P.T.O

End of Part II

ENQUIRIES

Enquiries about the Continuing Education Fund should be addressed to the Office of the Continuing Education Fund, Room 916, 9/F., Kwai Hing Government Offices, 166-174 Hing Fong Road, Kwai Chung, New Territories.

Office Hours:

Monday to Friday
8:45 a.m. – 1:00 p.m.
2:00 p.m. – 5:45 p.m.

Website:

<http://www.wfsfaa.gov.hk/cef>

E-mail Address:

cef_sfo@wfsfaa.gov.hk

**24 – hour manned
Enquiry Number:**

3142 2277

**(Handled by the staff of
“1823”)**