

香港童軍總會
Scout Association of Hong Kong
國際署
International Branch

Ref No.:

接待海外單位訪港申請表格
APPLICATION FOR RECEPTION OF OVERSEAS UNIT

1. 負責接待的童軍單位資料 HOST UNIT INFORMATION

接待單位名稱

Name of Host Unit

負責接待

領袖姓名

Name of Leader-
in-charge

姓

名

Surname

Other Names

童軍職位

Scout Post

聯絡電話

Contact Tel. No.

電郵

Email

簽署

Signature

日期

Date

2. 訪港海外單位資料 OVERSEAS UNIT INFORMATION

訪港單位名稱

Name of Overseas Unit

訪港單位所屬國家／地區

Country/Region of Origin

訪港日期

Visit Date

至

to

人數

No. of Guests

探訪目的

Purpose of Visit

☐

參與本港活動:

As participant of:

☐

主辦／籌辦活動:

As organizer of:

☐

探訪／參觀

Visit

☐

其他:

Others:

3. 推薦 RECOMMENDATION

所有童軍旅之申請必須由所屬區總監推薦，而童軍區及其他單位之申請則須由所屬助理香港總監推薦。

Applications of Scout Groups must be recommended by the respective District Commissioners. Applications of Districts and other Scout Units must be recommended by the respective Assistant Chief Commissioners.

*區總監／助理香港總監 *District Commissioner / Assistant Chief Commissioner

姓名 Name

姓 Surname

名 Other Names

簽署 Signature

職位 Post

*DC / ACC ()

日期 Date

用
冊
會
總
FOR
OFFICE
USE

申請 Application is

☐ 獲接納 Accepted

☐ 不獲接納 Not Accepted

日期 Date

簽署 Signature

助理香港總監（國際）

Assistant Chief Commissioner (International)

* 請刪去不適用者。 Please delete whichever inapplicable.

備註：申請表格內填報的個人及其他有關資料，只供本會處理本申請及有關用途。在表格內提供的個人及其他有關資料純屬自願。然而，如果沒有正確或足夠的資料，本會可能無法處理有關的申請。在一般情況下，申請表將於活動完成後 6 個月銷毀。

Remark: The personal data and other related information provided in the application form will be used by the Association for dealing with this application and other related purposes. The provision of personal data and other related information by means of the application form is voluntary. However, we may not be able to process the application if no accurate or adequate data is provided. Application forms will normally be destroyed 6 months after completion of the activity.

填表須知 Guidance Notes

1. 童軍成員及童軍單位欲以香港童軍名義接待海外單位來港進行實體交流、探訪、訓練或活動（接待活動），應參閱「海外探訪／活動及接待海外單位政策」（政策通告第 07/2022 號）。

Scout members and units who intend to receive overseas units physically should follow the “Policy on Holding Overseas Visit / Activity and Receiving Overseas Unit” (Policy Circular No. 07/2022).

2. **負責接待的童軍單位**應填寫「接待海外單位訪港申請表格」(IL/5C)。已填妥之表格正本連同所需文件（如有）須於**接待前 1 個月**交國際署辦理。

Host unit should complete Form “Application for Reception of Overseas Unit” (IL/5C). The completed form in original copy and supporting documents (if any) should reach International Branch **at least 1 month prior to the date of reception**.

3. 所有童軍旅之申請必須由所屬區總監推薦，而童軍區及其他單位之申請則須由所屬助理香港總監推薦。

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4. 收妥申請表格後，國際署會以電郵發出「批准書」。

Upon receipt of application, International Branch will issue the “Letter of Approval” by email.

5. 如擬修改有關活動內容或取消該活動，請盡快以書面通知國際署。

If there are any changes or if the activity is cancelled after the submission of application form, the unit concerned should inform International Branch in writing as soon as possible.