

BOOKING OF GNSS EQUIPMENT CALIBRATION SITE

PART A

To: Geodetic Survey Section, SMO
Lands Department
22/F, Tsuen Wan Government Offices,
38 Sai Lau Kok Road, Tsuen Wan, N.T.

Tel: 3168 2666
Fax: 3168 2668

FROM:	(Office/Department/Company)	EMAIL:	
TEL:		FAX:	
NAME:		POST:	
SIGNATURE:		DATE:	

We have read through the conditions for booking and using GNSS equipment calibration site attached to this application form and agree to comply with these conditions. Please arrange the following booking of GNSS equipment calibration site:

Date	Session (Hrs) From - To	Indicate required calibration site	Tick Pillar(s) Needed	GNSS Receiver Serial Number	GNSS Receiver Model
		<input type="checkbox"/> Ap Lei Chau	ALC1 <input type="checkbox"/>		
			ALC2 <input type="checkbox"/>		
			ALC3 <input type="checkbox"/>		
			ALC4 <input type="checkbox"/>		
		<input type="checkbox"/> Tai Mo Shan	TMS1 <input type="checkbox"/>		
			TMS2 <input type="checkbox"/>		
			TMS3 <input type="checkbox"/>		
			TMS4 <input type="checkbox"/>		

PART B

To: _____

Your booking has been received and confirmed by us.

for Senior Land Surveyor/Geodetic
Lands Department

BOOKING OF GNSS EQUIPMENT CALIBRATION SITE

Conditions for Booking and Using GNSS Equipment Calibration Site

1. For the same set of GNSS equipment, the calibration site may be reserved for a maximum period of 1 day within the same month. If for whatever reason the calibration cannot be carried out or completed within the reserved session, the applicant may inform Geodetic Survey Section to arrange another session as soon as possible.
2. This booking procedure serves to coordinate the use of GNSS equipment calibration site. The Lands Department has no authority and responsibility to restrict the occupation of the site by other party on the date submitted by the applicant, even though the department may not have been notified of the occupation in advance.
3. The Lands Department is not responsible for any loss, claim or damages suffered by non-departmental personnel arising from the usage of the GNSS equipment calibration site.

Personal Information Collection Statement

The personal data collected in this form will solely be used by Lands Department for the purposes of following up your feedback given in this form.

The provision of your personal data is voluntary. If you do not provide personal information, Lands Department may not be able to process your booking application. The personal data collected in this form will not be disclosed or transferred to any other third parties without your prior consent.

You have the right to request access to and correction of your personal data provided in this form. Please note that we may refuse to comply with a data access request in the circumstances specified in section 20 of the Personal Data (Privacy) Ordinance (Cap. 486). Your requests should be made to the Departmental Personal Data Controlling Officer (Attn: Senior Land Surveyor/Technical Information).

Email: smohq@landsd.gov.hk

Address: Survey and Mapping Office, Lands Department,
23/F North Point Government Offices,
333 Java Road,
North Point, Hong Kong