

電影、報刊及物品管理辦事處

Office For Film, Newspaper and Article Administration

Ref. No.: \_\_\_\_\_

**Application Form for Free Talk**

(Please fax it to the Office for Film, Newspaper and Article Administration, at 2827 2893)

Enquiry:( Office for Film, Newspaper and Article Administration ) ☎ 2594 5856 (Please read notes for applicants first)

**Particulars of Applicant**

Name of Organisation \_\_\_\_\_

☐ Kindergarten

☐ Primary School

☐ Secondary School

☐ Registered Charity Organisation

☐ Registered Non-Profit Organisation

☐ Others \_\_\_\_\_

Applicant's Name \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail \_\_\_\_\_

Address \_\_\_\_\_

Talk Topic (\*): ☐ **“Healthy Use of the Internet”** (Students' Talk)

☐ **“How to Prevent Children from being exposed to Unhealthy Information on the Internet”** (Parents' Talk)

Date \_\_\_\_\_ (dd) \_\_\_\_\_ (mm) \_\_\_\_\_ (yy) (\_\_\_\_\_)

Time From \_\_\_\_\_ am / pm (#) to \_\_\_\_\_ am / pm (#)

Venue \_\_\_\_\_

No. of Participants \_\_\_\_\_ Category \_\_\_\_\_ Class(If applicable) \_\_\_\_\_

For enquiry, please feel free to contact Mr. / Ms. (#) \_\_\_\_\_ at \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Organisation

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

Chop: \_\_\_\_\_

**For official use only**

<b>App. Result :</b>		<input type="checkbox"/> <b>Accept</b>	<input type="checkbox"/> <b>Reject</b>
Remark		Signature	
Date		Staff Name	_____ (_____)

(#) Please delete as appropriate

(\*)Please put a '✓' in the appropriate box “☐”

## **Notes for Applicants**

### **Notes**

1. Applications will be processed on a first-come-first-served basis. Please fax the completed form at **2827 2893** for confirmation.
2. Confirmation will be made within **5** working days after an application is received.
3. The talk lasts for 45 minutes, including a 40-minute presentation and a 5-minute Q&A session.
4. The applicant is required to provide the venue, which should be equipped with a projector, a screen, a computer, a power source, a microphone and a desk to facilitate the use of computer. If necessary, our staff will bring along the computer for the talk.
5. Each participant will receive an information kit and a souvenir.
6. The Office for Film, Newspaper and Article Administration reserves the right to make the final decision on all matters related to the application.

### **Content**

<b>“Healthy Use of the Internet” (Students’ Talk)</b>	
<b>A. Internet:</b> 1. Online risks faced by children and youngsters 2. Proper use of the Internet 3. Safety measures for using the Internet 4. Interesting websites recommended for children / youngsters	<b>B. Introduction to the Control of Obscene &amp; Indecent Articles Ordinance / (COIAO)</b> 1. Articles under the control of COIAO 2. Enforcement agencies 3. Classification of articles 4. Classification guidance 5. Breach cases & Penalties 6. Impact of obscene & indecent articles on youngsters

<b>“How to Prevent Children from being exposed to Unhealthy Information on the Internet” (Parents’ Talk)</b>	
<b>A. Internet:</b> 1. Online risks 2. How to protect children online 3. Tips for parents 4. Filtering software 5. Websites recommended to parents	<b>B. Introduction to the Control of Obscene &amp; Indecent Articles Ordinance / (COIAO)</b> 1. Articles under the control of COIAO 2. Enforcement agencies 3. Classification of articles 4. Classification guidance 5. Breach cases & Penalties 6. Impact of obscene & indecent articles on youngsters

### **Personal Data (Privacy) Ordinance Notification**

1. The above information will be used only for application purpose.
2. You have the right to request access to and to correct personal data in accordance with section 18, 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance.
3. For any enquiry, please feel free to contact us at 2594 5856.