

HONG KONG BAPTIST UNIVERSITY
ESTATES OFFICE
ENVIRONMENTAL HEALTH AND SAFETY SECTION

Withdrawal of Laser User (Class III & IV)

Please **TYPE** or **PRINT** in **BLOCK LETTERS**

1.	Name	_____	_____
		(Surname first)	in Chinese character (if any)
2.	Sex	_____	Department _____
3.	Staff / Student ID Card No.	_____	
		(Must fill out this item)	
4.	Location	_____	
5.	Supervisor	_____	
6.	Type of laser used	_____	
7.	Date of First Employment to laser work	_____ / _____ / _____	_____ / _____ / _____
		Day /	Month / Year
8.	Date of Last Employment to laser work	_____ / _____ / _____	_____ / _____ / _____
		Day /	Month / Year
		Signature :	_____
		Date :	_____

Please return this form to Environmental Health & Safety Section (EHS), Estates Office *BEFORE* the date of last employment to laser work.

The personal data collected in this form is used to withdraw the registration of laser user (Class III & IV) with EHS.

You have the rights to access to, and/or correction of your personal data. All personal data access requests should be addressed in writing to EHS of the Estates Office.