



勞工事務局

Direcção dos Serviços para os Assuntos Laborais

Colour bareheaded
frontal photo of your
face
(size: 1.5 x 2.0 inches)

Reserved for the Labour Affairs Bureau

☐ G ☐ RG

Date of course/ exam:

No. of registration: CSC / / 20

☐ GE ☐ RGE

Signature of personnel and date:

【 Registration form for the Occupational Safety Card for the Construction Industry 】

Please select one of the following options and fill in the respective information

Training Course

(First time application. 6 hrs duration
including lessons, study and exam)

Refresher Course

(To renew the safety card. 3 hrs duration
including lessons, study and exam)

Open Exam

(Self-study, download materials from the
Bureau website)

☐ Day course (09:15~13:00 & 14:30~16:45)

☐ Day course (09:15~12:15)

☐ Open exam

(It is not necessary to choose a language if you choose to register in open exam) Course language : ☐ English ☐ Cantonese ☐ Mandarin

Change the course/ exam schedule

Would you like to activate the option to change the course / exam schedule by phone?

☐ Yes ☐ No

In order to use this service, an 8-digit numerical code must be provided for confirmation purposes

Remark: All requests to change the schedule of the course/ exam by phone must be made at least three working days prior to the start of the course / holding of the examination.

Name	(In Chinese)	<input type="checkbox"/> M	Date of birth	/Y /M /D
	(In foreign language)	<input type="checkbox"/> F	Macao mobile phone no.	For course contact and renewal reminders
Type of identity document	<input type="checkbox"/> MSAR Resident Identity Card <input type="checkbox"/> Non-resident worker's identification card <input type="checkbox"/> HK Identity Card <input type="checkbox"/> Passport No.: _____ Valid until: _____ /Y _____ /M _____ /D			
Qualifications	<input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Technical and vocational education <input type="checkbox"/> Higher education			
Employment status	<input type="checkbox"/> Employed (Continue to fill in the blanks) <input type="checkbox"/> Unemployed (Jump directly to the signature area)		(If have)	Contact person
Company name			Contact person's tel. No.	
Occupation category	<p>The following posts are mainly for the construction industry. If you are working in another industry, please indicate your post in the "Other" option.</p> <p><input type="checkbox"/> Contractor / Proprietor <input type="checkbox"/> Sub-contractor <input type="checkbox"/> Civil engineer <input type="checkbox"/> Electrical engineer <input type="checkbox"/> Mechanical engineer <input type="checkbox"/> Project manager <input type="checkbox"/> Safety engineer / Safety officer <input type="checkbox"/> Safety supervisor <input type="checkbox"/> Foundation <input type="checkbox"/> Road Digging <input type="checkbox"/> Cranes / Lifting equipment <input type="checkbox"/> Scaffolder <input type="checkbox"/> Site electrician <input type="checkbox"/> Concrete Worker / Steel fixer <input type="checkbox"/> Carpenter / Formwork worker <input type="checkbox"/> Welder and flame cutter <input type="checkbox"/> Elevator / Air-conditioning worker <input type="checkbox"/> Decoration <input type="checkbox"/> Site worker <input type="checkbox"/> Clerk <input type="checkbox"/> Other: _____</p>			

Applicant's declaration and collection of personal information

- I declare that all the information provided in this form and all the documents submitted is true and up-to-date.
- All personal information provided in this form will be exclusively used for the application processing purposes.
- To comply with legal obligations, the personal information collected by the Labour Affairs Bureau may be transferred to other administrative entities or judicial authorities, which must also comply with the applicable legal provisions and regulations when processing such information.
- According to Article 11 of Law No. 8/2005 "Personal Data Protection Act", the data subject has the right, through a written request, to access or modify the personal information provided above, or directly inform the administrative entities or judicial authorities that have received such information from the Bureau that he or she wishes to access or modify said personal information.

Signature of applicant and date: _____ (____ /D ____ /M 20 ____ /Y)

Useful information for the candidates

- Candidates should bring the registration receipt to the course or exam and arrive punctually to the corresponding sessions. Candidates who arrive beyond the permitted late period will not be able to attend the enrolled course/ exam and must re-register.
- Candidates should bring the original versions of their identification documents (e.g.: MSAR Resident Identity Card or Non-resident worker's identification card) and bring their own stationery and other necessary materials (such as pens, pencils, etc.).
- The Labour Affairs Bureau will issue the "Occupational Safety Card for the Construction Industries" to candidates who pass the course exam/ open exam.
- Should candidates need to reschedule the course / exam, they should contact us by phone (this service must be requested when performing the original registration) or visit one of our counters, along with the registration receipt and original or copy of their identity document.
- Due to high demand, if candidates are absent for the course / exam, there may be a prolonged delay until the availability of places in the next course / exam.
- The following table contains the procedures for the suspension of courses / postponement of exams when the tropical cyclone signal no.8 or higher is hoisted in Macao:

Tropical cyclone signal hoisted / enters into effect	Procedures related to the courses / open exams			
	morning classes / exams	afternoon classes/ exams	Full Day Courses	Evening Courses
07:30 to the beginning of the morning class / exam	Suspension and postponement	--	Suspension and postponement	--
12:30 to the beginning of the afternoon class / exam	--	Suspension and postponement		--
14:31 to the beginning of the night class / exam	--	--		Suspension and postponement
Signal is hoisted during the exam / course	Candidates should only leave when conditions are safe			

- The Occupational Health and Safety Department enquiry line: 2871 7781

Contents of the training course

Training Course for the first time applicant (6 hours duration including lessons, study and exam)	Refresher Course (3 hours duration including lessons, study and exam)
<ol style="list-style-type: none"> Occupational safety and health legislation related to the construction sector Basic safety concepts within the scope of construction works Prevention of occupational accidents and safe work methods Introduction, demonstration and practical training on the use of personal protective equipment 	<ol style="list-style-type: none"> Occupational safety and health legislation related to the construction sector Basic safety concepts within the scope of construction works Prevention of occupational accidents and safe work methods Introduction, demonstration and practical training on the use of personal protective equipment