



## Pok Oi Hospital Emergency Relief Fund

### Application guidance

#### 1. About POH Emergency Relief Fund

POH Emergency Relief Fund (“POHERF”) is a direct and one-off financial assistance for individuals and families in special situations with emergency financial crisis.

#### 2. Applicant Criteria

- Applicant must be Hong Kong Resident.
- Families in acute financial need due to severe injuries or death of breadwinner.

#### 3. How to apply

- Referrals made by Home Affairs Department, Social Welfare Department, Non-governmental Organizations, local organizations and individuals.
- Filling application form with relevant supporting documents and sending to us by email or fax.

#### 4. Important notes

- Please read the application guidance notes and this important notes carefully before completing the application form. Please Contact POHERF Secretary for any queries .
- Applicant should provide all the information required in the application form and prepare relevant supporting documents for application. All submitted information will not be returned.
- Application should be submitted within 1 to 30 working days after the incident, otherwise the application will not be accepted.
- Applicant must be a legal Hong Kong resident. If the applicant is under the age of 18, the application form must be signed by the applicant's parent/guardian or provide the relevant authorization document.
- POHERF does not have a retrospective period, any service or payment made by the applicant before approval will not be accepted.
- Applicant who was successfully funded cannot apply again within half a year.

- POHERF is not responsible for any person who loses the eligibility for assistance or insurance compensation from other institutions due to this application.
- Applicant agrees that POHERF collect his/her personal data from relevant government authorities, public/ private organisation (includes but not limited to financial institutions, banks etc.), and/or any other third party (includes but not limited to employers) for processing application to verify and confirm eligibility for the application. Applicant authorizes POHERF transferring his/her information in situation to relevant government authorities or NGO possessed his/her personal data to furnish to POHERF for vetting application. All personal data will be handled in accordance with the policies of POHERF and the Personal Data (Privacy) Ordinance, which may be updated from time to time.
- Anyone made application referral to POHERF must gain authorization from applicant to transfer his/her personal data to POHERF under Personal Data (Privacy) Ordinance.
- Representative of POHERF will also make home visit to affirm the applicants' eligibility if it is necessary.
- Applicant should make sure all information in this application form are true and correct. Any false statement or any false information misleading POHERF in any other ways will be reported to police and applicant should immediately return the funding being allocated.
- POHERF reserves the right for the final decision.
- POHERF reserves the right to change, update and/or revise the information contained in this application form at any time without prior notice and without incurring any obligation whatsoever.