

**Native-speaking English Teacher (NET) Scheme in Primary Schools
Declaration on Normal Place of Residence**

Notes:

1. For a NET to establish that his/her normal place of residence is outside Hong Kong, he/she should satisfy the criteria as set out in Part I below.
2. The completed PNET-Form A and PNET-Form A (Annex) and the supporting documents listed in the attached checklist should be sent by the school to the Secretary for Education for consideration.
3. Please ensure that sufficient postage is paid to avoid unsuccessful delivery of application. Any underpaid mail items will be disposed of by the Hongkong Post.

Please insert a ✓ in the appropriate box

* Delete as appropriate

PART I (To be completed by the NET)

To: Supervisor/Principal of _____ (School)

1. I declare that:

- (a) I possess permanent resident status in _____ (Name of country).
- (b) My social ties are outside Hong Kong.
- (c) I have resided outside Hong Kong continuously for at least 5 years immediately before taking up an appointment under the NET Scheme in a primary school in Hong Kong (if applicable).

In support of the above claim of my normal place of residence outside Hong Kong, supplementary information is provided in PNET-Form A (Annex) and supporting documents are attached.

2. I am single.

I am married and my spouse's particulars are provided as follows:

Full name of my spouse: _____

Hong Kong Identity Card Number (if any): _____

I declare that my spouse of particulars stated above **is / is not** * employed under the Enhanced NET Scheme in Secondary Schools or the NET Scheme in Primary Schools. If the answer is in the affirmative, please provide the employment details of your spouse as specified below:

Name of school: _____

Contract period: from _____ to _____

3. I declare that the above information is complete and correct. I confirm that I have read and understood the EDB Circular No. 8/2009 including the Notes for Completing PNET-Forms A-E. I understand that if I give any false or incorrect information, I shall render myself liable to disciplinary/legal proceedings and disqualification from receiving the fringe benefits provided under the NET Scheme in Primary Schools.

Signature of NET: _____ Date: _____

Full name of NET: _____
(Given names) (Surname)

PART II (To be completed by the school)

To: Secretary for Education
[Attn: NET Administration Team, Education Bureau]
Room W304, 3/F, West Block
Education Bureau Kowloon Tong Education Services Centre
19 Suffolk Road, Kowloon Tong, Kowloon

1. I certify that _____ (Full name of the NET) is appointed under the NET Scheme in Primary Schools in my school from _____ to _____.
2. I have checked that the NET has:
 - (a) completed Part I and Annex of the PNET-Form A; and
 - (b) submitted the required supporting documents as listed in the attached checklist.
3. I have checked the documents provided by the NET in support of his/her declaration in Part I above and found the information correct. It is considered that:
 the NET's normal place of residence is outside Hong Kong. He/She is eligible to apply for the fringe benefits provided under the NET Scheme in Primary Schools for appointees whose normal place of residence is outside Hong Kong.
 the NET's normal place of residence is not outside Hong Kong. He/She is therefore not eligible for the fringe benefits provided under the NET Scheme in Primary Schools for appointees whose normal place of residence is outside Hong Kong.
4. The application and copies of relevant documents certified by the school in support of the NET's application are forwarded herewith for your consideration.

Signature of supervisor/principal*: _____ Date: _____

Name of supervisor/principal*: Mr./Mrs./Ms./Miss.*

Name of school: _____ (School code: _____)

School address: _____

Fax no.: _____

Contact person for enquiry: Mr./Mrs./Ms./Miss.* Tel. no.: _____

Post of contact person: _____

PART III (To be completed by the NET Administration Team, the Education Bureau)

To: Supervisor/Principal of _____ (School)

Re: _____ (Full name of the NET)

- There is no objection to the NET's claim that his/her normal place of residence is outside Hong Kong. He/She is eligible to apply for the fringe benefits provided under the NET Scheme in Primary Schools for the appointees whose normal place of residence is outside Hong Kong.
- It is considered that the NET's normal place of residence is **not** outside Hong Kong. He/She is therefore **not** eligible for the fringe benefits provided under the NET Scheme in Primary Schools for appointees whose normal place of residence is outside Hong Kong.

Please advise the NET of the above result accordingly.

Signature: _____

Name: _____

Post: _____

Date: _____

c.c.: SSDO() - for information
Recurrent Subventions Section/Funds Section - for records

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Declaration on Normal Place of Residence
Supplementary Information**

** Delete as appropriate*

1. Full name of applicant: Mr./Mrs./Ms./Miss.*
(Given names) *(Surname)*

2. Place of birth: _____ 3. Nationality/Nationalities held: _____

4. Hong Kong Identity Card number: _____
(Mandatory to be provided once available)

5. Holder of Hong Kong Permanent Identity Card: _____ Yes / No *

6. Full name of spouse: Mr./Mrs./Ms.*

Place of birth: _____ Nationality/Nationalities held: _____

Holder of Hong Kong Permanent Identity Card: _____ Yes / No *

7. Residence **outside Hong Kong** since birth (in chronological order) (periods of excursion visits should be excluded)

From (mm/yyyy)	To (mm/yyyy)	Place of residence	Purpose

8. Period(s) of residence **in Hong Kong** since birth (in chronological order)

From (mm/yyyy)	To (mm/yyyy)	Purpose (Please provide the name of employer(s) in case of employment)

9. Particulars of children

Full name	Date of birth (dd/mm/yyyy)	Place of birth

10. Details of house(s), flat(s) or business owned, in Hong Kong or overseas, including address (documentary evidence of ownership must be produced)

(a)
(b)

11. Full name of father: _____

His place of birth: _____ His nationality: _____

His present address: _____

12. Full name of mother: _____
 Her place of birth: _____ Her nationality: _____
 Her present address: _____

13. Details of parents' employment in Hong Kong, if any

	From	To	Name and address of employer(s)
Father			
Mother			

14. Full name of spouse's father: _____
 His place of birth: _____ His nationality: _____
 His present address: _____

15. Full name of spouse's mother: _____
 Her place of birth: _____ Her nationality: _____
 Her present address: _____

16. Particulars of brother(s)/sister(s)

Full name	Place of birth	Present address

17. Particulars of close relative(s) residing in Hong Kong

Full name	Relationship with you

18. If members of your family (e.g. parents, brothers, sisters) have emigrated overseas, please give details (documentary evidence must be produced, if required):

Relationship with you	Date of emigration	Country

19. Where do you consider your normal place of residence? (Please give reasons if your normal place of residence is outside Hong Kong.)

20. If you consider that your normal place of residence is outside Hong Kong, please give reasons for coming to Hong Kong:

21. If you consider your social ties are in places other than Hong Kong, please give reasons:

22. If you are employed on terms which do not provide for your periodically visiting or revisiting your normal place of residence, do you consider that such employment represents a material degree of dislocation or uprooting from the environment to which you belong? If the answer is in the affirmative, please give reasons:

23. If you wish to provide further information about yourself and your family, please use the space below:

24. I understand that if I wilfully give any false information or withhold any material information, I shall render myself liable to dismissal if I have been appointed to the post under the NET Scheme in Primary Schools.

Signature of NET: _____ Date: _____

Full name of NET: _____
(Given names) (Surname)

Checklist of Supporting Documents

(To be completed by the NET and checked by the school)

Please insert a ✓ in the appropriate box

- certified copy of passport or relevant documents to verify nationality of the NET, with relevant pages showing condition of stay in Hong Kong
- certified copy of passport or relevant documents to verify nationality of the NET's spouse, with relevant pages showing condition of stay in Hong Kong
- certified copies of documentary evidence to prove the NET's residence outside Hong Kong as stated in paragraph 6 of this form, including:
 - birth certificate of the NET and, if any, NET's unmarried children under the age of 18
 - degree transcripts
 - reference letters/graduation certificates from primary school/secondary school/college
 - reference letters/certificates of service from previous employers
 - employment records
 - tenancy agreement
 - rates/electricity bills
 - marriage certificate (for married NET)
 - others (Please specify _____)
- documentary evidence of ownership of house(s), flat(s) or business in Hong Kong or overseas as stated in paragraph 10 of this form

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