香港特別行政區政府衞生署
**Department of Health**
**The Government of the Hong Kong Special Administrative Region**

# 人 類 屍 體 進 口 申 請 書
# Application Form for the Import of a Human Corpse

本人根據《預防及控制疾病規例》(第 599A 章) 擬申請人類屍體進口許可證，以便將下述屍體運載來港**安葬/火化**。

I, in accordance with the Prevention and Control of Disease Regulation (Cap. 599A), wish to apply for a permit to import the human corpse described below **for the purpose of interment/cremation**.

## 1. 申請者資料 Particulars of the Applicant:

申請者姓名:
Name of Applicant: _____ 身份證 / 護照號碼:
Identity card / Passport no.: _____

公司名稱 (如適用):
Name of company (if applicable): _____

地址:
Address: _____

電話:
Tel.: _____ 傳真:
Fax: _____ 與死者關係:
Relationship with the deceased: ☐ 代理人* Agent* ☐ 家屬 Family ☐ 朋友 Friend

**如申請者為代理人，請註明委託人的以下資料:*
** If the applicant is an agent, please specify the particulars of the authorising party below:*

委託人姓名:
Name of authorising party: _____ 與死者關係:
Relationship with the deceased: _____

電話:
Tel.: _____

## 2. 死者資料 Particulars of the Deceased:

姓名:
Name: _____ 性別:
Sex: _____ 出生日期:
Date of birth: _____
(DD 日/ MM 月/ YY 年)

國籍:
Nationality: _____ 身份證 / 護照號碼:
Identity card / Passport no.: _____

最後所知地址:
Last known address: _____

職業:
Occupation: _____ 死亡地點:
Place of death: _____ 死亡日期:
Date of death: _____
(DD 日/ MM 月/ YY 年)

死因:
Cause of death: _____

_____

死亡是否因傳染病引致?
Was the death due to an infectious disease? ☐ 是 Yes 如是者，請註明：
If yes, please specify: _____ ☐ 否 No ☐ 未知 Unknown

屍體屬於哪一風險類別@?
What is the risk category of the body@? ☐ 第 1 類 Category 1 ☐ 第 2 類 Category 2 ☐ 第 3 類 Category 3 ☐ 未知 Unknown

屍體是否已被放在一個密封、結實堅固及不滲漏的膠袋內?
Has the body been sealed in a robust, leak-proof plastic bag? ☐ 是 Yes ☐ 否 No

屍體是否已被防腐處理?
Has embalming been performed on the body? ☐ 是 Yes ☐ 否 No

屍體是否已被剖驗?
Has an autopsy been performed on the body? ☐ 是 Yes ☐ 否 No

**3. 進口資料 Details of the Import:**

進口口岸:
Point of entry: _____

進口日期:
Import date: _____
(DD 日/ MM 月/ YY 年)

運送方式:
Mode of transportation: ☐ 空運 Air ☐ 陸運 Land ☐ 海運 Sea

航班/車牌號碼/船舶名稱 (如適用):
Flight no./Vehicle registration mark/Name of vessel (if applicable): _____

***只供轉口填寫 For transhipment only:***

預定出口日期:
Expected date of export: _____
(DD 日/ MM 月/ YY 年)

航班/車牌號碼/船舶名稱 (如適用):
Flight no./Vehicle registration mark/Name of vessel (if applicable): _____

目的地口岸:
Port of destination: _____

**4. 殯儀館聯絡資料 Contact Details of Funeral Parlour:**

聯絡人姓名:
Name of contact person: _____

電話:
Tel.: _____

傳真:
Fax.: _____

**5. 申請者聲明 Applicant's Declaration**

本人謹此聲明，此申請書內填報的各項資料全部屬實及正確無誤。另外，在屍體的運送、處理及處置過程中的任何時候，本人將根據屍體的風險類別遵守適當的感染預防措施。本人亦明白，若違反了進口許可證上指明的任何條件，即屬犯罪。

I hereby declare that all the particulars given in this application form are true and correct to the best of my knowledge. I also declare that precautionary measures against infection that are appropriate to the risk category of the dead body will be observed at all times during its transportation, handling and disposal. I understand that I will be committing an offence if I do not comply with the conditions specified in the permit that may be issued.

請在此簽名
Please Sign Your Name Here

日期:
Date: _____
(DD 日/ MM 月/ YY 年)

申請人簽署:
Signature of applicant: _____

當您儲存已簽署的表單後，您將無法再編輯這表單。如需要，請在簽名前另存一份複本。
After you save the signed form, you will no longer be able to edit it. Save a copy first before you sign, if necessary.

***須具備文件***
***Required documents:***

申請人身份證明文件正本及一份副本
Original and photocopy of the identity document of the applicant

死者身份證明文件正本及一份副本
Original and photocopy of the identity document of the deceased

死因醫學證明書正本或核證副本及一份副本
Original/certified true copy and photocopy of the Medical Certificate of the Cause of Death

***如有下列文件，須一併呈交***
***Documents to be submitted if available:***

防腐證明書及一份副本
Embalming certificate and a photocopy

屍體剖驗報告及一份副本
Autopsy report and a photocopy

@ ***備註:***
@ ***Remark:***

屍體的風險類別是根據衞生署、醫院管理局及食物環境衞生署編制的《處理及處置屍體所需的預防措施》所界定。請到衞生防護中心網站參閱本指引：https://www.chp.gov.hk/tc/resources/346/index.html

請注意，在屍體的運輸、處理及處置的過程中，應遵守相應風險類別 (包括未分類的屍體) 的感染預防措施。

The risk category of the body is defined according to the "Precautions for Handling and Disposal of Dead Bodies" developed by the Department of Health, Hospital Authority and the Food and Environmental Hygiene Department. The guideline is available at the website of the Centre for Health Protection: https://www.chp.gov.hk/en/guideline_infection/346.html

Please note that precautionary measures for the appropriate risk category (including those of unknown risk) should be observed at all times during the transportation, handling and disposal of the dead body.

# 申請人類屍體進口(包括轉口)許可證須知

1. 根據《預防及控制疾病規例》(第599A章)，任何人擬把人類屍體或人類屍體的任何部分運進香港，必須先獲衞生署署長發出的書面許可證。而把骨灰運進香港，則無須向衞生署申請。

2. 人類屍體進口申請表格(DH2437)可從以下網站下載：
http://www.dh.gov.hk/tc_chi/useful/useful_forms/useful_forms_qpd.html

本表格適用於**申請屍體來港安葬或火化**，以及**申請屍體在香港轉口**。

3. 殯儀館職員或航空公司的代理人可代表死者家屬或朋友申請，但請於申請表格上註明 「與死者關係」及填寫委託人的資料。申請人應將已填妥的申請表格及下列所需的文件，遞交到衞生署港口衞生科總部或港口衞生科機場組(視乎屍體的運送方式)。申請者亦可預先電郵所需文件到相關組別，待確認後才親身出示文件正本以核實資料。

**4.** 所需文件清單

- ✧ 填妥的DH 2437正本
- ✧ 申請人身份證明文件正本及一份副本
- ✧ 死者身份證明文件正本及一份副本
- ✧ 死因醫學證明書正本或核證副本及一份副本
- ✧ 防腐證明書及一份副本(如適用)
- ✧ 屍體剖驗報告及一份副本(如適用)

所有清單上的文件必須用香港特別行政區的官方語言(即中文或英文)書寫。如果文件不是以中文或英文書寫，在提交申請前必須把文件翻譯妥當，並由相關的領使館或公證人核實。

若死者身份證明文件正本已經遺失或損毀，請向相關領使館申請簽發文件以證明身份。如死者屬本港居民，可致電(852)1868，向香港入境事務處協助在外香港居民小組尋求協助。

5. 申請會經由港口衞生主任進行審批。如申請獲批准，衞生署署長將會發出一張人類屍體進口許可證。許可證或會列明附加的條款予申請人遵守。若港口衞生主任認為遞交的文件不充足或不準確，他有權將屍體移送到公眾殮房由死因裁判官作進一步調查。

6. 根據《死因裁判官條例》(第 504章)，港口衞生主任須要向死因裁判官通報入境的死亡個案。假如死因裁判官認為有需要對死者的情況進行調查，他有權指令將死者屍體送往公眾殮房接受剖驗。死因裁判官或須要一至兩個工作天(不包括週六、週日及公眾假期)來達至決定。為方便死因裁判官作出決定，申請人應填妥申請表上的所有資料欄。如有死者的防腐證明書和屍體剖驗報告的文件，請在申請時一併呈交。港口衞生科將把死因裁判官的決定通知申請人。

## 遞交申請

1. 經由空運進口的屍體，可向港口衞生科機場組提出申請。

**衞生署港口衞生科機場組**
香港國際機場入境大堂，機場客運大樓5T577室
傳真：2116 0698　電郵：pho_ap@dh.gov.hk
辦公時間：全日24小時

2. 經由海或陸路進口的屍體，可向港口衞生科總部申請。

**衞生署港口衞生科總部**

香港九龍觀塘巧明街 100 號 Landmark East 友邦九龍大廈 11 樓 1101 室
電話：3904 9316　　傳真：2833 0132　　電郵：gr_ph@dh.gov.hk
辦公時間：　星期一　　早上九時至下午一時　下午二時至六時
　　星期二至星期五　　早上九時至下午一時　下午二時至五時四十五分

| 經由空運進口的人類屍體 | 經由海或陸路進口的人類屍體 |
|---|---|
| 方法一 (建議方法)*<br><br>1) 在屍體到港前的至少兩個工作天(不包括週六、週日及公眾假期)，以電郵方式向港口衞生科機場組(pho_ap@dh.gov.hk)預先遞交已填妥的申請表格及夾附所需文件。<br>2) 港口衞生科機場組確認收到相關申請。<br>3) 在屍體到港時，親身向港口衞生科機場組出示文件正本作核實。<br>4) 獲發許可證。 | 方法一 (建議方法)*<br><br>1) 在屍體到港前的至少兩個工作天(不包括週六、週日及公眾假期)，以電郵方式向港口衞生科總部(gr_ph@dh.gov.hk)預先遞交已填妥的申請表格及夾附所需文件。<br>2) 致電港口衞生科總部(3904 9316)，確認親身領取許可證的日期。<br>3) 領取許可證當日，出示文件正本作核實。<br>4) 獲發許可證。 |
| 方法二<br><br>1) 在屍體到港時，親身向港口衞生科機場組遞交已填妥的申請表格及所需文件，包括文件正本及副本。<br>2) 獲發許可證。 | 方法二<br><br>1) 在屍體到港前的至少兩個工作天(不包括週六、週日及公眾假期)，親身到港口衞生科總部，遞交已填妥的申請表格及所需文件，包括文件正本及副本。<br>2) 獲發許可證。 |

***為免延誤，請儘量以方法一提交申請**

# Guidelines for Application for the Import (including Transshipment) of a Human Corpse

1. In accordance with the Prevention and Control of Disease Regulation (Cap. 599A), any person who wish to import a human corpse or any part of a human corpse into Hong Kong must first obtain a permit in writing from the Director of Health. Meanwhile, import of cremated ashes into Hong Kong does not require application to the Department of Health.

2. The Application Form for the Import of a Human Corpse (DH 2437) is available for download at the website below: http://www.dh.gov.hk/english/useful/useful_forms/useful_forms_qpd.html

   This form applies to requests for importation of a human corpse for **interment/cremation**, and applications for **transshipment in Hong Kong.**

3. The undertaker of a funeral parlour or airline agent can represent the family or friend of the deceased for the application, but must specify their "relationship with the deceased" and the particulars of the authorising party on the application form. The applicant should submit the completed application form and the required documents (see checklist of documents required below) to the Port Health Division Head Office or Port Health Division Airport Section, depending on the means of transportation of the corpse. Applicant is encouraged to email the documents to relevant section for vetting before presenting the documents in person.

4. **Checklist of documents required**
   - ✧ Completed original application form (DH 2437)
   - ✧ The original and a photocopy of the identity document of the applicant
   - ✧ The original and a photocopy of the identity document of the deceased
   - ✧ The original/certified copy and a photocopy of the Medical Certificate of the Cause of Death
   - ✧ The embalming certificate and a photocopy (if available)
   - ✧ The autopsy report and a photocopy (if available)

   The official languages of HKSAR (Chinese or English) should be used in all the documents in the checklist. If the documents are not in Chinese or English, they should be translated appropriately and certified by the respective Embassy or Notary Public before the application is submitted.

   If the original identity documents of the deceased have been lost or damaged, please contact the relevant Consulate for a proof of identity. If the deceased was a Hong Kong resident, you may contact the Assistance to Hong Kong Residents Unit of Hong Kong Immigration Department at (852)1868 for assistance.

5. The application will be considered by the Port Health Officer. If approved, a Permit to Import a Human Corpse will be issued. The permit may contain conditions to which the applicant should comply. If the Port Health Officer considers the document(s) to be inadequate or inaccurate, he has the authority to transfer the human corpse to a public mortuary for further investigation by the Coroner.

6. The Port Health Officer is required to report the death to the Coroner in accordance with the Coroners Ordinance (Cap. 504). The Coroner is empowered to direct the corpse to be taken to a public mortuary for an autopsy if he considers that investigation into the circumstances of the death is necessary. The Coroner may take one to two working days (excluding intervening Saturdays, Sundays and public holidays) to reach a decision. To facilitate the Coroner's decision, please fill in all fields on the application form, and submit the embalming certificate and autopsy report of the deceased if they are available. The Port Health Division will inform the applicant of the Coroner's decision.

**Submission of application**

1. For import of a human corpse by air, the application form and required documents can be submitted to the Port Health Division Airport Section.

   **Airport Section, Port Health Division, Department of Health**
   Room 5T577, Arrival Hall, Passenger Terminal Building, Hong Kong International Airport
   Fax. no.: 2116 0698 Email: pho_ap@dh.gov.hk
   Office hours: Open 24 hours daily

2. For import of a human corpse by sea or land, the application can be made to the Port Health Division Head Office.

   **Head Office, Port Health Division, Department of Health**

Suite1101, 11/F, AIA Kowloon Tower, Landmark East, 100 How Ming Street, Kwun Tong, Kowloon, Hong Kong
Tel. no.: 3904 9316 Fax no.: 2833 0132 Email: gr_ph@dh.gov.hk
Office hours: Monday 9 am to 1 pm; 2 pm to 6 pm
Tuesday to Friday 9 am to 1 pm; 2 pm to 5:45 pm

| **Human Corpse Imported by air** | **Human Corpse Imported by sea or land** |
|---|---|
| Submission method 1 (Recommended)*<br><br>1) Email the application form and other required documents to the Port Health Division Airport Section (pho_ap@dh.gov.hk) at least two working days (excluding intervening Saturdays, Sundays and public holidays) before the corpse is imported into Hong Kong.<br>2) The Port Health Division Airport Section acknowledges receipt of the application.<br>3) Upon arrival of the human corpse, present the original copy in person to the Port Health Division Airport Section for verification.<br>4) Being granted the permit. | Submission method 1 (Recommended)*<br><br>1) Email the application form and other required documents to the Port Health Division Head Office (gr_ph@dh.gov.hk) at least two working days (excluding intervening Saturdays, Sundays and public holidays) before the corpse is imported into Hong Kong.<br>2) Call the Head Office (3904 9316) to confirm the date of permit collection.<br>3) On the day of collection, present the original copy for verification.<br>4) Being granted the permit. |
| Submission method 2<br><br>1) Submit the application form and required documents (including the original and photocopy) in person to the Port Health Division Airport Section upon arrival of the human corpse.<br>2) Being granted the permit. | Submission method 2<br><br>1) Submit the application form and required documents (including the original and photocopy) in person to the Port Health Division Head Office at least two working days before the arrival of the human corpse.<br>2) Being granted the permit. |

*To avoid any delay, please use method 1 to submit application