

申請撤銷證書申請表 Certificate Revocation Request Form

(# 在適當位置加上 ✓ 號 / + 刪去不適用者 / * 有關資料必須與證書申請表格內的資料相同 / @ 不適用於香港郵政電子核證 (個人) 證書 / 銀行證書 (個人) / 智能身份證電子證書)

本人 (下開簽署人) 為 :

香港郵政電子核證(_____) 證書 (+登記人參考編號 / 序號
為 _____) 的+登記人 / 獲授權代表。

香港郵政銀行證書(_____) (+登記人參考編號 / 序號
為 _____) 的登記人。

現要求香港郵政撤銷前述之證書。本人明白已撤銷證書的有效性將不可復原。

證書撤銷原因 Reason of Certificate Revocation :

遺失密碼 Lost Password

登記人離職 / 轉職 Subscriber Resigned / Post Transferred

其他 Others : _____

(# Put a ✓ in appropriate box / + delete where inappropriate / * Details must be the same as those given on the certificate application form / @ Not applicable to Hongkong Post e-Cert (Personal) certificate / Bank-Cert (Personal) certificate / e-Cert for Smart ID Card)

I, the undersigned, am:

the +subscriber / Authorised Representative of the Hongkong Post e-Cert (_____)
certificate (+Subscriber Reference Number / Serial No. _____).

the subscriber of the Hongkong Post Bank-Cert (_____) certificate
(+Subscriber Reference Number / Serial No. _____).

I hereby request Hongkong Post to revoke the aforesaid certificate. I understand that the validity of the revoked certificate cannot be reinstated.

+*登記人/獲授權代表姓名 Subscriber / Authorised Representative Name : _____

+*登記人/獲授權代表簽署 Subscriber / Authorised Representative Signature : _____

+*香港身份證 / 護照編號 HKID Card No. / Passport No.: _____

*@機構名稱及蓋章 Organisation Name & Chop : _____

聯絡電話號碼 Contact Phone No.: _____

遞交日期/時間 Date/Time of submission : _____ / _____ (上午am / 下午pm)

香港郵政專用 – Hongkong Post Use Only

接受申請郵政局名稱 Name of Acceptance Post Office _____

接受申請職員姓名 Name of Accepting Officer. _____

簽署 Signature _____ 日期/時間 Date/Time: _____ / _____

郵政局郵戳
Post Office Datestamp

Procedures for Revocation of Certificates

A subscriber may submit a request to revoke her/his certificate at any time for any reason.

Revocation requests can be made by the following methods:

1. Sending a certificate revocation request by fax to 2775 9130 and the original of the revocation request by post.
2. Sending a certificate revocation request by letter to Hongkong Post CA, PO Box No. 68777, Kowloon East Post Office.
3. Sending a digitally signed e-mail to enquiry@hongkongpost.gov.hk.
4. Showing a revocation request in person at any post office with the same signature as on the original application form.
5. Submitting an online certificate revocation request at designated web page of Hongkong Post CA web site (for e-Cert for Smart ID Card only)

Suspensions and revocations of certificates will be effective only after they have been published in the Certificate Revocation List (CRL).

e-Cert (Personal) Certificate / Bank-Cert (Personal) Certificate / e-Cert for Smart ID Card Revocation Request

A personal certificate can only be revoked by the subscriber of that certificate.

e-Cert (Organisational) Certificate Revocation Request

An organisational certificate can be revoked by the Authorised Representative whose signature appears on the application form as the authorised signature at the time of application, or the person whose name appears on the certificate as the subscriber of that certificate.

e-Cert (Encipherment) Certificate Revocation Request

An encipherment certificate can be revoked by the Authorised Representative whose signature appears on the application form as the authorised signature at the time of application.

e-Cert (Server) Certificate Revocation Request

A server certificate can be revoked by the Authorised Representative whose signature appears on the application form as the authorised signature at the time of application.

Notice of Revocation

Hongkong Post will exercise reasonable endeavours to send to relevant Subscribers a Notice of Revocation by email or by post within one week following the suspension or revocation.

Business Hours for Processing Revocation Requests

Monday to Friday	09:00 a.m. to 5:00 p.m.
Saturday	09:00 a.m. to 12:00 noon
Sundays & Public Holidays	09:00 a.m. to 12:00 noon

On any weekday on which a tropical cyclone warning signal no. 8 (or above) or a black rainstorm warning signal is hoisted, Hongkong Post Certification Authority will open at the usual time if the signal is lowered at or before 6 a.m. that day. If the signal is lowered between 6 a.m. and 10 a.m. or at 10 a.m., Hongkong Post Certification Authority will open at 2:00 p.m. on any weekday, other than on a Saturday, Sunday and Public Holidays.

Service Pledge and Certificate Revocation List Update

1. Hongkong Post will exercise reasonable endeavours to see that within 2 working days of (1) Hongkong Post receiving a revocation request from the subscriber or (2) In the absence of such a request, the decision by Hongkong Post to suspend or revoke the certificate, the suspension or revocation is posted to the Certification Revocation List.
2. However, a Certificate Revocation List is not published in the directory for access by the public following each certificate revocation. Only when the next Certificate Revocation List is updated and published will it reflect the revoked status of the certificate. [Certification Revocation Lists are published daily and are archived for 7 years.]

For the avoidance of doubt, all Saturdays, Sundays, public holidays and for all weekdays on which a tropical cycle and rainstorm warning signal is hoisted, are not working days.

For terms and conditions governing the use of the Hongkong Post e-Cert Certificates or the Hongkong Post Bank-Cert Certificates, please see the respective Certification Practice Statement (CPS) which can be viewed at Hongkong Post CA web site at <http://www.hongkongpost.gov.hk>.

撤銷證書程序

登記人可於任何時間以任何理由提出要求撤銷其證書。

可使用下列方法提出撤銷證書的要求：

1. 透過傳真2775 9130發出撤銷證書的要求，該文件之正本需以郵寄方式交回。
2. 發函至香港東九龍郵政局信箱68777號香港郵政核證機關。
3. 向enquiry@hongkongpost.gov.hk發送一份經數碼簽署的電子郵件。
4. 親自前往郵局簽署一份撤銷證書的要求（請使用原始申請表上的簽署）。
5. 於香港郵政核證機關指定網頁內提交撤銷證書要求（只適用於智能身份證電子證書）

所有證書之暫時吊銷或撤銷僅在此等暫時吊銷或撤銷已被公佈於證書撤銷清單（Certificate Revocation List）後方告生效。

撤銷電子核證（個人）證書 / 銀行證書（個人）證書 / 智能身份證電子證書的要求

個人證書祇可由該證書的登記人要求撤銷。

撤銷電子核證（機構）證書的要求

機構證書可由獲授權代表（在申請時申請表上有其簽署作為獲授權簽署之人）或證書登記人（在證書上列出其姓名之人）要求撤銷。

撤銷電子核證（保密）證書的要求

保密證書可由獲授權代表（在申請時申請表上有其簽署作為獲授權簽署之人）要求撤銷。

撤銷電子核證（伺服器）證書的要求

伺服器證書可由獲授權代表（在申請時申請表上有其簽署作為獲授權簽署之人）要求撤銷。

撤銷證書通知書

香港郵政會以合理的方式，盡量在收到撤銷證書申請一星期內，透過電子郵件或郵寄方式向有關登記人發出撤銷證書通知書。

辦理撤銷證書要求的營業時間

星期一至星期五	上午九時至下午五時
星期六	上午九時至中午十二時
星期日及公眾假期	上午九時至中午十二時

若於任何工作日懸掛八級（或以上）熱帶氣旋警報訊號或黑色暴雨警報訊號，且在當日早上六時或之前訊號除下，香港郵政核證機關將照常營業。若訊號在任何工作日（星期六，星期日及公眾假期除外）早上六時至上午十時之間或上午十時除下，香港郵政核證機關將於當日下午二時營業。

服務保證和證書撤銷清單更新

1. 香港郵政將作出合理努力，查看在（1）香港郵政自登記人處收到撤銷申請或（2）在無此申請之情況下，香港郵政決定暫停或撤銷證書，兩個工作日內，暫停或撤銷證書及將撤銷清單予以公佈。
2. 然而，證書撤銷清單並不會於各證書撤銷後隨即在公眾目錄中公佈。祇有在下一份證書撤銷清單更新時一并公佈，證書撤銷清單介時才會顯示該證書已撤銷的狀態。[證書撤銷清單每日公佈一次，並存檔七年。]

為避免疑點，所有星期六、星期日、公眾假期及懸掛熱帶風暴及暴雨警報信號的工作日均不計工作日。

相關的核證作業準則列出使用香港郵政電子核證證書或香港郵政銀行證書的各項條文。上述文件，在香港郵政核證機關網頁 <http://www.hongkongpost.gov.hk> 查閱。