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**INFORMATION TECHNOLOGY SERVICES DEPARTMENT
CIRCULAR TO CONTRACTORS NO. 1/2003**

Promulgation of Circulars

(Note : This circular is published through the ITSD web site to IT contractors of the Government of the Hong Kong Special Administrative Region for general reference only)

This Circular announces the promulgation of **Information Technology Services Department Circulars to Contractors** by the Information Technology Services Department (ITSD). These circulars will inform IT contractors of the various Government regulations, standards, guidelines and procedures, as well as other pertinent information that are applicable to Government IT contracts in general in respect of the technical aspects. This is the first circular in this series.

2. These circulars aim to facilitate the IT contractors of the Government of the Hong Kong Special Administrative Region to obtain general information regarding the performance of the IT contracts with the Government. Contractors are advised to bring these circulars to the attention of their staff and sub-contractors.

3. The Government Representative of individual Government IT contracts may issue separate instructions through their normal channels of communication to their contractors in respect of any project-specific requirements or any variations to the general regulations, standards, etc. under the respective contracts.

4. These circulars will be published on the ITSD web site at <http://www.itsd.gov.hk/itsd/english/pubpress/eitsdcc.htm>. Please address general enquiries about these circulars to the IT Contractor Liaison Officer at (852)2575-5880, itclo@itsd.gov.hk. Specific enquiries about individual circulars can also be addressed to the contact person nominated in the respective circulars.

5. It remains the responsibility of the government contractors to obtain information on Government regulations, standards, guidelines and procedures, as well as any other pertinent information that are required for the satisfactory performance of their contractual obligations. The Government does not warrant and shall not be held responsible for ensuring that all the necessary information on Government regulations, etc. are promulgated through these circulars.



(Alan C.K. Wong)
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