



香港旅遊業議會
TRAVEL INDUSTRY COUNCIL
OF HONG KONG

Cultural and Heritage Sites Local Tour Incentive Scheme

Guide to Application¹

(Application Period: 20 October 2022 to 31 January 2024)

I. Introduction

1. The Cultural and Heritage Sites Local Tour Incentive Scheme (“the Scheme”), which is funded by the 2022-2023 Budget of the HKSAR Government, aims to encourage the trade to develop and launch tourism itineraries and products with cultural and heritage tourism elements, as well as supporting the operation of the Green Lifestyle Local Tour Incentive Scheme.
2. The Travel Industry Council of Hong Kong (“TIC”) is the implementation agent of the Scheme. The Scheme aims to attract tourists and the public to visit places with cultural and heritage tourism elements and encourage the trade to develop attractive itineraries and products, so as to enhance their understanding of the works of Hong Kong’s cultural heritage, conservation and revitalisation etc., thereby promoting the distinction and diversification of tourism products.
3. The Scheme is divided into two levels, namely the basic and the advanced level incentive scheme. The two levels have different amount and quota of cash incentives (see Section III). Travel agents should read the following information carefully before submitting an application.

II. Eligibility of Applicants

The Applicant must be a travel agent that fulfils the following two conditions concurrently:

- (1) holding a valid travel agent’s licence issued under the Travel Industry Ordinance (Cap. 634) at the time when making an application; and
- (2) continuing to hold a valid travel agent’s licence when cash incentives are disbursed by TIC.

¹ Note: This Guide to Application should be read in conjunction with the application form and all Annexes.

III. Cash Incentives Which Travel Agents Can Apply For

1. The Applicant is eligible to a cash incentive for each Hong Kong resident holding a valid identification document (e.g. Hong Kong Identity Card; Hong Kong Birth Certificate (for children aged below 11)) **or** traveller holding a valid travel document for whom it arranges an eligible cultural and heritage local tour (see 2) under the Scheme. The incentive amount and quota in respect of basic level and advanced level incentive scheme which each eligible Applicant (i.e. each eligible travel agent) can apply are as follows:

	Cash incentives for each tour participant of the cultural and heritage local tour served by each eligible Applicant to apply for (HK\$)	Quota of tour participants for each eligible Applicant to apply for	Maximum amount of cash incentives for each eligible Applicant to apply for (HK\$)
(1) Basic <i>(Applicable to eligible local tours departing between 20 October 2022 to 31 December 2023, both dates inclusive)</i>	\$200	1 000	\$200,000
(2) Advanced <i>(Applicable to eligible local tours departing between 20 October 2022 to 31 December 2023, both dates inclusive)</i>	\$400	200	\$80,000
(3) Additional Advanced* <i>(Applicable to eligible local tours departing from 1 November to 31 December 2023, both dates inclusive)</i>	\$400	100	\$40,000

*Eligible licensed travel agents will be provided with an **additional 100 Advanced Level Quotas** on the condition that **all** quotas for the Basic and Advanced Level local tours (involving a total incentive amount of HK\$280,000) have been used before the application period ends.

In other words, the Applicant has to fulfill the following criteria to receive the **additional 100 Advanced Level Quotas**:

- (a) All Basic Level Quotas have been used or all convertible Basic Level Quotas have been converted to Advanced Level Quotas on or before 15 December 2023; **AND**
- (b) All Advanced Level Quotas have been used, or the total number of travellers involved in the new applications are sufficient to use the remaining existing quotas and new quotas.

2. An eligible cultural and heritage local tour refers to a local tour which an Applicant arranged to be departed between 20 October 2022 and 31 December 2023 (both dates inclusive) and fulfils the following criteria:

(1) Basic Level Local Tour

- (a) The itinerary must carry the theme of culture and heritage, and enter at least two designated cultural and heritage sites (see **Annex I**). The activity(ies) must comply with the conservation code of practice in **Annex II**;
- (b) The Applicant must register each cultural and heritage local tour itinerary with TIC through e-registration form before tour departure, specifying the tour code (must use the prefix “CHIS”) and designated cultural and heritage sites (visit [here](#) for the e-registration form);
- (c) The Applicant must arrange a tourist guide/tour escort with a valid Tourist Guide/Tour Escort License issued under Travel Industry Ordinance (Cap. 634) to serve tour participants, with remuneration to the tourist guide/tour escort by the Applicant;
- (d) The Applicant must arrange transportation (e.g. tourist coach, vessel) for carriage of tour participants;
- (e) The Applicant must arrange at least one meal at a restaurant for tour participants;
- (f) Local tour itineraries shall not include shopping arrangements made by the Applicant²;
- (g) The Applicant must take out insurance for tour participants on the tour day concerned under the Scheme²; and
- (h) If a local tour is an inbound group tour, the tour must spend at least one night in Hong Kong².

(2) Advanced Level Local Tour

- (a) The itinerary must carry the theme of culture and heritage and it includes:
 - entering at least one designated cultural and heritage site (see **Annex I**) and the activity(ies) must comply with the conservation code of practice in **Annex II**; and

² Applicable to eligible cultural heritage sites local tour departing on or after 1 July 2023.

- one tourist experience activity with Hong Kong’s unique culture and heritage elements (requirements of the tourist experience activity are set out in **Annex III**). Such activity should cover interactive elements that engage tourists’ participation;
- (b) Tour duration must be not less than 5 hours with at least 45 minutes allocated for the tourist experience activity;
 - (c) The Applicant must register each cultural and heritage local tour itinerary with TIC through e-registration form before tour departure, specifying the tour code (must use the prefix “CHIS”) the designated sites, the tourist experience activity and duration of the cultural and heritage local tour. (visit [here](#) for the e-registration form);
 - (d) The Applicant must arrange a tourist guide/tour escort fulfilling the following requirements to serve tour participants with remuneration:
 - holding a valid Tourist Guide/Tour Escort License issued under Travel Industry Ordinance (Cap. 634); and
 - completion of any one of the recognised training courses as listed in **Annex IV**;
 - (e) The Applicant must arrange transportation (e.g. tourist coach, vessel) for carriage of tour participants;
 - (f) The Applicant must arrange at least one meal at a restaurant for tour participants;
 - (g) Local tour itineraries shall not include shopping arrangements made by the Applicant²;
 - (h) The Applicant must take out insurance for tour participants on the tour day concerned under the Scheme²;
 - (i) If a local tour is an inbound group tour, the tour must spend at least one night in Hong Kong²; and
 - (j) The Applicant must ensure that no less than 5 tour participants or 10% of the tour participants (whichever is higher) complete the post-trip survey.
3. The Applicant must submit, according to the format specified by TIC, photograph(s) (at least two for Basic Level and one for Advanced Level) taken at a designated site visited in the course of its eligible cultural and heritage local tour as proof; Such photograph(s) must clearly show the participants wearing a tour badge/label provided by the travel agent or the tour flag held by the tour guide/accompanying tour staff.
 4. The Applicant must, for each tour participant of its cultural and heritage local tour, keep the name, contact number, email address (if any) and the last four alphanumeric characters (e.g. 456(7)) of a valid Hong Kong identification document of a Hong Kong resident/a travel document of a traveller for at least 6 months for verification when

necessary. The Applicant must disclose to the tour participants the reasons and purpose for collecting their personal data;

5. Application can only be submitted to TIC after the eligible cultural and heritage local tour is completed.
6. Applicant that has used or intend to use the same eligible cultural and heritage local tour for application for other funding support from TIC or HKSAR Government/ semi-government organisations (see Section V) is not eligible for the Scheme.

IV. Application Period and Procedures

Application period

The applicant must submit the application to TIC in respect of the cultural and heritage local tour on or before the last day of the month following the departure date of the tour³. Late submissions will not be accepted by TIC.

Application procedures

1. Applications must be submitted online via the e-application platform available at TIC website (www.tichk.org) > Industry Subsidy and Incentive Schemes > Cultural and Heritage Sites Incentive Scheme, in accordance with the requirements set out below.
2. Applicants must be a manager (or anyone with a higher title) of the concerned travel agent and make submission together with the uploads of the following supporting documents in electronic file formats (pdf, doc, docx, jpg, jpeg, png or gif) via the links of [Basic Level](#) and [Advanced Level](#):

(a) Basic Level Local Tour

- i. receipt(s)/invoice(s) which indicates the number of local tour participants (must be same as the application form), tour code, and local tour fees;
- ii. itinerary of the local tour (indicating tour code and cultural and heritage sites) with registration date and reference number of the registered local tour;
- iii. one group photo for each of the two designated cultural and heritage sites visited in the course of the Applicant's eligible local tour (refer to Section III paragraph 3 for the requirement);
- iv. receipt(s) of the transportation arranged by the Applicant for the tour participants, to which the company stamp of the transportation operator must be applied and where the tour code must be specified (if the transportation means is/are operated by the Applicant, a copy of vehicle registration book shall be submitted);

³ For example, if a cultural and heritage local tour is organised on 25 October 2023, the application must be submitted to the TIC by 30 November 2023.

- v. receipt(s) of the meal(s) arranged by the Applicant for the tour participants, to which the company stamp(s) of the restaurant(s) concerned must be applied and where the tour code must be specified; and
- vi. receipt(s) of the insurance taken out for the tour participants on the tour day concerned under the Scheme by the Applicant.

(b) Advanced Level Local Tour

- i. receipt(s)/invoice(s) which indicates the number of local tour participants (must be same as the application form), tour code, and local tour fees;
- ii. itinerary of the local tour indicating tour code, and cultural heritage site(s) as listed in Annex I, registration date and reference number of the registered local tour, as well as the details of the tourist experience activity, including:
 - name of the third-party organiser/service provider; and
 - name, category, and brief description of the activity;
- iii. the group photograph taken at one designated cultural and heritage site visited in the course of the local tour (refer to Section III paragraph 3 for the requirement);
- iv. receipt(s) of the transportation arranged by the Applicant for the tour participants, to which the company stamp of the transportation operator must be applied and where the tour code must be specified (if the transportation means is/are operated by the Applicant, a copy of vehicle registration book shall be submitted);
- v. receipt(s) of the meal(s) arranged by the Applicant for the tour participants, to which the company stamp(s) of the restaurant(s) concerned must be applied and where the tour code must be specified;
- vi. receipt(s) of the insurance taken out for the tour participants on the tour day concerned under the Scheme by the Applicant;
- vii. certificate that evidences the eligible tourist guide/tour escort's completion of one of the recognised trainings (see Annex IV) issued by the training body concerned;
- viii. supporting documents of the tourist experience activity:
 - ◆ receipt(s)/invoice(s) indicates the number of local tour participants (must be same as the application form), activity name, and fees, to which the company stamp(s) of the organiser/service provider concerned must be provided and where the tour code must be specified;
 - ◆ photograph(s) of finished products made/group photograph(s) of participant taken during the course of the tourist experience activity (only applicable to an activity conducted in the form of seminars or guided tours); and
- ix. Completion of post-trip survey by no less than five tour participants or 10 percent of the tour participants, whichever is higher (Note: TIC will verify the number of completed questionnaires on the backend of the online survey platform).

3. Owing to privacy concern, Applicants must black out the names of tour participants on all relevant supporting documents (such as copies of receipts and invoices), and must not send the names and personal data of tour participants to TIC in any form.
4. Applicant can only include one cultural and heritage local tour in each application. Identical participants taking part in a continuous itinerary is regarded as one tour group.
5. When processing the applications, applicants may be required by TIC to provide additional or supplementary information. TIC reserves the right to not further process the application if the Applicant fails to provide the required information.

Assessment of applications and disbursement of cash incentives

Under normal circumstances, TIC will inform the Applicant of the vetting result of an application within two months counting from the month in which the application is received by TIC⁴. For successful applications received in each monthly application period, TIC will disburse cash incentives to Applicants by cheque. For unsuccessful applications, TIC will notify the Applicants of the result via email.

V. Consequences of Duplicating Applications

If it is found that the Applicant uses the same eligible cultural and heritage sites local tour for applying for other funding support of TIC, the HKSAR Government, or semi-government organisations, they will **no longer be considered eligible for applying funding support under all local tour initiatives**, including but not limited to this Scheme, the Green Lifestyle Local Tour Incentive Scheme, and the Hong Kong Tourism Board's Spend-to-Redeem "Local Tour". TIC will not process any other applications which are yet to be approved as submitted by the Applicant.

VI. Enquiry

For enquiries, please contact TIC through the following channel:

- ◆ Website: www.tichk.org
- ◆ Telephone: 2969 8149
- ◆ Email: CHIS@tichk.org
- ◆ Address: Travel Industry Council of Hong Kong
Rooms 1706-1709, Fortress Tower, 250 King's Road, North Point,
Hong Kong

VII. Important Notice

1. The TIC reserves the rights to validate information in the applications submitted by Applicants with relevant service providers for vetting purposes.

⁴ Receipt of an application means the date on which all the documents required in items 2 and 5 under "Application procedures" in Section IV have been received by the TIC.

2. The Applicant should complete the application form and provide all supporting documents in a timely and truthful manner. If the Applicant fails to provide the required information and supporting documents before the deadline specified by TIC, the application will not be processed further.
3. The TIC reserves the final discretion and right to amend this Guide to Application without prior notice.
4. The TIC's decision on accepting or rejecting any application is final.

Designated Cultural and Heritage Sites

Designated cultural and heritage sites can be added or removed as recommended by the TIC and agreed by the HKSAR government. Travel agents shall liaise with the venue management organisations on their own to enter designated cultural and heritage sites.

1. Declared Monuments (97 items in total)

	District	Cultural and Heritage Site
Hong Kong Island		
1	Central and Western	Man Mo Temple
2	Central and Western	Tai Kwun
3	Central and Western	Victoria Peak Garden (The Mountain Lodge Guard House)
4	Central and Western	Jamia Mosque
5	Central and Western	The Cenotaph
6	Central and Western	The Main Building, the Helena May (exterior)
7	Central and Western	St. John's Cathedral
8	Central and Western	Former French Mission Building
9	Central and Western	Duddell Street Steps and Gas Lamps
10	Central and Western	Hong Kong City Hall
11	Central and Western	The Old Supreme Court Building (exterior)
12	Central and Western	Western Market, Sheung Wan
13	Central and Western	Sai Ying Pun Community Complex (The Old Mental Hospital)
14	Central and Western	The University of Hong Kong (The Exterior of University Hall, The Exterior of Hung Hing Ying Building, The Exterior of the Main Building, The Exterior of May Hall, The Exterior of Fung Ping Shan Building, The Exterior of Eliot Hall, and The Exterior of Tang Chi Ngong Building)
15	Central and Western	Government House
16	Central and Western	St. Stephen's Girls' College
17	Central and Western	St. Joseph's College
18	Central and Western	King Yin Lei
19	Central and Western	King's College
20	Central and Western	Bonham Road Government Primary School
21	Wan Chai	The Wan Chai Environmental Resource Centre (Old Wan Chai Post Office)
22	Wan Chai	Lin Fa Temple
23	Wan Chai	Tung Lin Kok Yuen
24	Wan Chai	3 Historic Structures of Wong Nai Chung Reservoir (Dam, Valve House, and Weir)
25	Wan Chai	Tin Hau Temple, Causeway Bay
26	Wan Chai	Yuk Hui Temple, Lung On Street

	District	Cultural and Heritage Site
27	Wan Chai	Race Course Fire Memorial
28	Eastern	Lei Yue Mun Park (Block 7, 10, 25 of the old Lei Yue Mun Barracks)
29	Eastern	Rock Carving at Cape Collinson
30	Southern	Cape D'Aguilar Lighthouse
31	Southern	Rock Carving at Big Wave Bay
32	Southern	Rock Carvings at Wong Chuk Hang
33	Southern	Tai Tam Waterworks Heritage Trail
34	Southern	4 Historic Structures of Aberdeen Reservoir (Dam of the Aberdeen Upper Reservoir, Valve House of the Aberdeen Upper Reservoir, Bridge of the Aberdeen Upper Reservoir, Dam of the Aberdeen Lower Reservoir)
35	Southern	Hung Shing Temple, Ap Lei Chau
36	Southern	6 Historic Structures of Pok Fu Lam Reservoir (Former Watchman's Cottage, Gauge Basin, Masonry Bridge)
37	Southern	The Bethanie
38	Southern	Old Stanley Police Station
39	Southern	St. Stephen's College, Stanley
Kowloon		
40	Yau Tsim Mong	1881 (Former Marine Police Headquarters Compound)
41	Yau Tsim Mong	Antiquities and Monuments Office (Former Kowloon British School)
42	Yau Tsim Mong	Signal Tower at Blackhead Point
43	Yau Tsim Mong	Former Kowloon-Canton Railway Clock Tower
44	Yau Tsim Mong	Tin Hau Temple, Yau Ma Tei
45	Yau Tsim Mong	Kowloon Union Church
46	Yau Tsim Mong	Hong Kong Observatory
47	Yau Tsim Mong	Lui Seng Chun
48	Kowloon City	Hau Wong Temple
49	Kowloon City	Maryknoll Convent School
50	Kowloon City	Remnants of the South Gate and Former Yamen Building of Kowloon Walled City, Kowloon Walled City Park
New Territories		
51	Kwai Tsing	Memorial Stone of Shing Mun Reservoir
52	Tsuen Wan	Old House, Hoi Pa Village, Tsuen Wan
53	Tuen Mun	Morrison Building, Hoh Fuk Tong Centre
54	Yuen Long	Chik Kwai Study Hall
55	Yuen Long	Leung Ancestral Hall
56	Yuen Long	Yan Tun Kong Study Hall, Yu Kiu Ancestral Hall, Tsui Sing Lau Pagoda, Tang Ancestral Hall, and Tat Tak Communal Hall, Ping Shan,
57	Yuen Long	Tang Ancestral Hall, Ha Tsuen

	District	Cultural and Heritage Site
58	Yuen Long	Yeung Hau Temple, Ha Tsuen
59	Yuen Long	Cheung Ancestral Hall, Ha Tsuen
60	Yuen Long	Tang Kwong U Ancestral Hall, Kam Tin
61	Yuen Long	Yi Tai Study Hall, Kam Tin
62	Yuen Long	Fortified Structure at No. 55 Ha Pak Nai
63	Yuen Long	Man Lun Fung Ancestral Hall, San Tin
64	Yuen Long	Tai Fu Tai
65	Yuen Long	I Shing Temple, Wang Chau
66	North	Hau Ku Shek Ancestral Hall, Ho Sheung Heung
67	North	Hau Mei Fung Ancestral Hall, Kam Tsin
68	North	Liu Man Shek Tong Ancestral Hall
69	North	Residence of Ip Ting-sz
70	North	Fat Tat Tong , Sha Tau Kok
71	North	Kang Yung Study Hall
72	North	Hip Tin Temple, Shan Tsui, Sha Tau Kok
73	North	Cheung Shan Monastery, Ping Che
74	North	Tin Hau Temple, Kun Lung Gate Tower, Enclosing Walls and Corner Watch Towers of Kun Lung Wai, Entrance Tower of Ma Wat Wai, Entrance Tower and Enclosing Walls of Lo Wai, Tang Chung Ling Ancestral Hall, Lung Yeuk Tau
75	Tai Po	Fan Sin Temple
76	Tai Po	Pottery Kilns at Wun Yiu Village in Tai Po
77	Tai Po	King Law Ka Shuk, Tai Po Tau Tsuen
78	Tai Po	Man Mo Temple
79	Tai Po	Island House Conservation Studies Centre (Island House)
80	Tai Po	Old Tai Po Police Station
81	Tai Po	Law Ting Pong Scout Centre (District Office (North))
82	Sha Tin	5 Historic Structures of Kowloon Reservoir (Main Dam, Main Dam Valve House, Spillway Dam, Spillway Dam Recorder House, Recorder House)
83	Sha Tin	Old House, Wong Uk Village
84	Sai Kung	Rock Inscription at Joss House Bay
85	Sai Kung	Site of Chinese Customs Station, Junk Island
86	Sai Kung	Rock Carving on Tung Lung Chau
87	Sai Kung	Rock Carving on Kau Sai Chau
88	Sai Kung	Hung Shing Temple, Kau Sai Chau
89	Sai Kung	Rock Carving at Lung Ha Wan
90	Sai Kung	The Information Centres of Tung Lung Chau
Outlying Islands		
91	Tai O	Yeung Hau Temple
92	Po Toi	Rock Carvings on Po Toi
93	Lantau	Rock Carving at Shek Pik

	District	Cultural and Heritage Site
94	Lantau	Stone Circle/Fan Lau Fort at Fan Lau
95	Lantau	Tung Chung Battery
96	Lantau	The Information Centres of Tung Chung Fort
97	Cheung Chau	Rock Carvings on Cheung Chau

** For more information about the listed Declared Monuments, please visit <https://www.amo.gov.hk/tc/historic-buildings/monuments/index.html>.*

2. Historical Buildings (163 items in total)

	District	Cultural and Heritage Site	Grading of the Historical Building
Hong Kong Island			
1	Central and Western	Former Hollywood Road Police Married Quarters	3
2	Central and Western	Pok Fu Lam Farm	1
3	Central and Western	Kwong Fook I Tsz	3
4	Central and Western	Chinese YMCA of Hong Kong Bridges Street Centre	1
5	Central and Western	The Hong Kong Catholic Cathedral of The Immaculate Conception	1
6	Central and Western	Central Market	3
7	Central and Western	Bridges Street Market	3
8	Central and Western	Old Victoria Barracks, Explosives Magazine of the Victoria Barracks, Wavell House, and Cassels Block in Hong Kong Park	1
9	Central and Western	Ex-Victoria Road Detention Centre	3
10	Central and Western	Lo Pan Temple	1
11	Central and Western	Kwong Yuet Tong Public Office	3
12	Central and Western	Old Peak Cafe	2
13	Central and Western	Peak Tramways Co. Ltd.	3
14	Central and Western	Mount Davis Battery	2
15	Central and Western	Ladder Street	1
16	Central and Western	Old British Military Hospital	1
17	Central and Western	Elliot Pumping Station and Filters	3
18	Central and Western	Old Lunatic Asylum Chinese Block	2
19	Central and Western	Nos. 9 and 10 Yu Lok Lane	3
20	Central and Western	Pinewood Battery, Lung Fu Shan	2
21	Wan Chai	Christ the King Chapel	1
22	Wan Chai	Haw Par Mansion	1
23	Wan Chai	No. 12 School Street, Tai Hang	3
24	Wan Chai	Po Leung Kuk, Main Building, No. 66 Leighton Road	2
25	Wan Chai	Nos. 6, 8, 10, 12 Burrows Street	2
26	Wan Chai	Hung Shing Temple, Queen's Road East,	1
27	Wan Chai	Nos. 72, 72A, 74, 74A Stone Nullah Lane (Viva Blue House)	1
28	Wan Chai	Nos. 1, 3, 5, 7, 9, 11 Mallory Street	2
29	Wan Chai	Nos. 60A, 62, 64, 66 Johnston Road	2

	District	Cultural and Heritage Site	Grading of the Historical Building
30	Wan Chai	Wong Nai Chung Gap Military Site	2
31	Eastern	Tin Hau Temple, Shau Kei Wan	3
32	Eastern	Tam Kung Temple	3
33	Eastern	Shing Wong Temple, Shau Kei Wan	3
34	Eastern	Former Clubhouse of Royal Hong Kong Yacht Club	2
35	Southern	Red-Brick Building, Tai Tam Reservoir Road (near Tai Tam Byewash Reservoir)	3
36	Southern	Tin Hau Temple, Aberdeen	3
37	Southern	Nos. 1-8 Pat Kan, Stanley	3
38	Southern	Chung Hom Kok Battery	2
39	Southern	Stanley Post Office and Stanley Public Dispensary	2/3
40	Southern	Old Aberdeen Police Station	2
41	Southern	Shui Yuet Temple, Ap Lei Chau	3
Kowloon			
42	Yau Tsim Mong	Former Whitfield Barracks, Block 58, Kowloon West II Battery, and Block S4, Kowloon Park	1
43	Yau Tsim Mong	Hung Shing Temple, Fuk Tsun Street	3
45	Yau Tsim Mong	St. Andrew's Church Compound	1
46	Yau Tsim Mong	Old Kowloon Fire Station	2
47	Yau Tsim Mong	Nos. 600, 602, 604, 606, 612, 614, 620, 622, 624, 626 Shanghai Street	2
48	Yau Tsim Mong	Shui Yuet Temple, Shan Tung Street	3
49	Yau Tsim Mong	Tin Hau Temple, Yau Ma Tei	1
50	Yau Tsim Mong	Yau Ma Tei Wholesale Fruit Market	2
51	Yau Tsim Mong	Yau Ma Tei Theatre and Red Brick Building	1/2
52	Sham Shui Po	Sam Tai Tsz Temple and Pak Tai Temple, Sham Shui Po	2
53	Sham Shui Po	Kwan Tai Temple, Sham Shui Po	2
54	Sham Shui Po	Tin Hau Temple, Yee Kuk Street, Sham Shui Po	3
55	Sham Shui Po	Sham Shui Po Public Dispensary	2
56	Kowloon City	Old House, Nos. 31-35 Hau Wong Temple New Village, Kowloon City	3
57	Kowloon City	Tin Hau Temple, To Kwa Wan	3
58	Kowloon City	Ex-Ma Tau Kok Animal Quarantine Depot	2
59	Kowloon City	Kwun Yam Temple, Station Lane, Hung Hom	1

	District	Cultural and Heritage Site	Grading of the Historical Building
60	Wong Tai Sin	Sam Shan Kwok Wong Temple , Ngau Chi Wan	3
61	Wong Tai Sin	Wong Tai Sin Temple	1
New Territories			
62	Kwai Tsing/ Tsuen Wan	Shing Mun (Jubilee) Reservoir, Gorge Dam, Steel Bridge, Valve Tower, Bellmouth Overflow	2
63	Tsuen Wan	Jockey Club Tak Wah Park	3
64	Tsuen Wan	Tung Po Tor Monastery	2
65	Tsuen Wan	Chuk Lam Sim Yuen	2
66	Tsuen Wan	Tin Hau Temple, Wai Tsuen Road	2
67	Tsuen Wan	Former Chung Ancestral Hall, Yuen Tun Tsuen	3
68	Tsuen Wan	Fong Yuen Study Hall, Tin Liu Tsuen	3
69	Tsuen Wan	Stone Tablets of the Old Kowloon Customs	3
70	Tsuen Wan	Tin Hau Temple, Ma Wan	3
71	Tuen Mun	To Ancestral Hall, Tuen Tsz Wai,	1
72	Tuen Mun	Ching Leung Fat Yuen	3
73	Tuen Mun	Shing Miu, Sam Shing Hui	2
74	Tuen Mun	Tsing Shan Monastery	1/2
75	Tuen Mun	Ching Chung Koon, Yik Fa Kung	2
76	Yuen Long	Nos. 12, 14, 20A and 21 (Tung Yick Store), 31 Lee Yick Street, Nos. 33-35 Nam Mun Hau, Yuen Kwan Yi Tai Temple, Nos. 23, 27 Cheung Shing Street, Tai Wong Temple, Chun Yuen Pawn House	1/2/3
77	Yuen Long	Pat Heung Temple	2
78	Yuen Long	Ling Wan Monastery	3
79	Yuen Long	Pun Uk, Au Tau	1
80	Yuen Long	Tin Hau Temple, Nga Yiu Tau	3
81	Yuen Long	Ling To Monastery	3
82	Yuen Long	Tung Shan Temple, Wing Ping Tsuen	3
83	Yuen Long	General House	2
84	Yuen Long	Tin Hau Temple, Fung Chi Tsuen	1
85	Yuen Long	Ping Shan Heritage Trail (Yeung Hau Temple, Yeung Hau Temple, Hung Shing Temple, Yan Tun Kong Study Hall, Old Ping Shan Police Station, Tat Tak Communal Hall, Ching Shu Hin, Kun Ting Study Hall, Shut Hing Study Hall)	1/2/3

	District	Cultural and Heritage Site	Grading of the Historical Building
86	Yuen Long	Yau Kung School	2
87	Yuen Long	Tang Chan Yui Kuen Ancestral Hall	3
88	Yuen Long	Tang Tsing Lok Ancestral Hall	1
89	Yuen Long	Tin Hau Temple, Shui Mei Tsuen	3
90	Yuen Long	So Lau Yuen	3
91	Yuen Long	Hung Shing Temple, Shui Tau Tsuen	3
92	Yuen Long	Cheung Chun Yuen	1
93	Yuen Long	Bin Mo Bridge	2
94	Yuen Long	Chou Wong Yi Kung Study Hall	2
95	North	Manor House	3
96	North	Lau Ancestral Hall, Tsung Pak Long	3
97	North	Bok Man School	3
98	North	Hakka Wai, Tsung Pak Long	1
99	North	Suen Shing Tong, Tsung Pak Long	3
100	North	Tin Hau Temple, Sai O	3
101	North	Hung Shing Temple and Pai Fung Temple, Ho Sheung Heung	3
102	North	Luk Keng Pillboxes and Observation Posts	2
103	North	Wong Chun Yu Ancestral Hall, Luk Keng Wong Uk	3
104	North	Chan Nam Tak Ancestral Hall, Luk Keng Wong Uk	3
105	North	MacIntosh Fort (Ma Tso Lung)	2
106	North	Kwan Ah School	3
107	North	Lee Sze Sai Kui, Entrance Gate	3
108	North	Lee Ancestral Hall	3
109	North	Law Uk, Shek Chung Au	3
110	North	Nos. 1-22 San Lau Street	2
111	North	Hip Tin Temple and Hok Shan Monastery, Lai Chi Wo	3
112	North	Old Bridge, Lin Ma Hang	3
113	North	Ip Ancestral Hall, Lin Ma Hang Tsuen	3
114	North	Hung Leng Station, Fanling-Sha Tau Kok Branch Line	3
115	North	Hindu Temple, Burma Lines	3
116	North	Fanling Wai	3
117	North	Sam Tung Uk, Kwan Tei North Tsuen	2
118	North	Shung Him Tong Tsuen, Lung Yeuk Tau	3
119	North	Entrance Gate of Wing Ning Wai	3
120	Tai Po	Tin Hau Temple, Ha Wai, Tap Mun	3

	District	Cultural and Heritage Site	Grading of the Historical Building
121	Tai Po	King Lam School	3
122	Tai Po	Tin Hau Temple, Tai Po Kau Hui	3
123	Tai Po	Tin Hau Temple, Fong Ma Po	2
124	Tai Po	Mo Tai Temple, Ting Kok	3
125	Tai Po	Tam Tai Sin Temple, Sha Tau, Tung Ping Chau	3
126	Tai Po	Residence of Wong Se-wai	3
127	Tai Po	Old House, Chau Mei	3
128	Sha Tin	Lower Shing Mun Reservoir	2/3
129	Sha Tin	Man Fat Tsz	3
130	Sha Tin	Kowloon Reception Reservoir	2
131	Sha Tin	Tsang Tai Uk	1
132	Sha Tin	Shing Mun Redoubt	2
133	Sha Tin	Kowloon Reservoir, Kowloon Byewash Reservoir, Shek Lei Pui Reservoir	1/2
134	Sai Kung	Tin Hau Temple, Joss House Bay	1
135	Sai Kung	Tai Long, Sai Kung	2
136	Sai Kung	Hung Shing Temple, Po Toi O	3
137	Sai Kung	Tin Hau Temple and Hip Tin Temple, Po Tung Road	2
138	Sai Kung	Tin Hau Temple, Leung Shuen Wan	3
139	Sai Kung	Che Kung Temple, Ho Chung Road	1
140	Sai Kung	Fortifications at Devil's Peak	2
141	Sai Kung	St. Joseph's Chapel, Yim Tin Tsai	2
Outlying Islands			
142	Lamma Island	Tin Hau Temple, Yung Shue Wan	3
143	Peng Chau	Tin Hau Temple, Peng Chau Wing On Street	3
144	Peng Chau	Leather Factory	3
145	Tai O	Shek Lun Kok, Kat Hing Back Street	3
146	Tai O	Wing Hing Petrol Station, Kat Hing Back Street	3
147	Tai O	Tin Hau Temple, Kat Hing Back Street	3
148	Tai O	Nos. 46, 48 Kat Hing Street	3
149	Lantau Island	Yuen's Mansion, Chung Hau	2
150	Lantau Island	Watchtower, Luk Tei Tong	3
151	Lantau Island	Watchtower, Tai Ho	3
152	Lantau Island	Hau Wong Temple, Tung Chung	3
153	Lantau Island	Entrance Gate, Shek Mun Kap	3

	District	Cultural and Heritage Site	Grading of the Historical Building
154	Lantau Island	Entrance Gate and Watchtower, Pak Mong Tsuen	2/3
155	Lantau Island	Tin Hau Temple, Wong Lung Hang Road	3
156	Cheung Chau	Tin Hau Temple, Chung Hing Street	3
157	Cheung Chau	Cheung Chau Theatre	3
158	Cheung Chau	Yuk Hui Temple, Pak She Street	2
159	Cheung Chau	Tin Hau Temple, Sai Wan	3
160	Cheung Chau	Wing Shing Tong, Main Block, Sai Wan	3
161	Cheung Chau	Hung Shing Temple, Chung Hing Street	2
162	Cheung Chau	Tin Hau Temple, San Tsuen	3
163	Cheung Chau	St. John Hospital, Cheung Chau	3

** For more information about the listed historical buildings , please visit <https://www.amo.gov.hk/tc/historic-buildings/historic-buildings-hk/index.html>.*

3. Museums (23 items in total)

	District	Address
Hong Kong Island		
1	Central and Western	Hong Kong News-Expo
2	Central and Western	Hong Kong Maritime Museum
3	Central and Western	Museum of Tea Ware
4	Central and Western	Dr. Sun Yat-sen Museum (Kom Tong Hall)
5	Central and Western	Hong Kong Museum of Medical Sciences
6	Eastern	Hong Kong Museum of Coastal Defence
7	Eastern	Hong Kong Film Archive
8	Eastern	Law Uk Folk Museum
Kowloon		
9	Yau Tsim Mong	Hong Kong Heritage Discovery Centre
10	Yau Tsim Mong	Tung Wah Museum
11	Yau Tsim Mong	The Hong Kong Museum of Art
12	Yau Tsim Mong	Hong Kong Museum of History
13	Yau Tsim Mong	Hong Kong Palace Museum
14	Yau Tsim Mong	M+
15	Sham Shui Po	Lei Cheng Uk Han Tomb Museum
16	Sham Shui Po	Jao Tsung-I Academy
New Territories		
17	Tsuen Wan	Airport Core Programme Exhibition Centre
18	Tsuen Wan	Sam Tung Uk Museum
19	Yuen Long	Ping Shan Tang Clan Gallery cum Heritage Trail Visitors Centre
20	North	Sha Tao Kok Anti-War Memorial Hall (香港沙頭角抗戰紀念館)
21	Tai Po	Hong Kong Railway Museum (Old Tai Po Market Railway Station)
22	Sha Tin	Hong Kong Heritage Museum
23	Sai Kung	Sheung Yiu Folk Museum

4. Other Sites (7 items in total)

	District	Address
Hong Kong Island		
1	Central and Western	New World Tower (Eighth Route Army Hong Kong Office (八路軍駐香港辦事處))
2	Central and Western	Dr. Sun Yat-sen Historical Trail
New Territories		
3	North	Wu Kau Tang, Wu Kau Tang Martyrs Memorial Garden
4	Sai Kung	Memorial Monuments for Sai Kung Martyrs During World War II in Tsam Chuk Wan
5	Sai Kung	Wong Mo Ying Village and Chek Kang Village, Sai Kung
6	Sai Kung	Sai Kung Hoi Festival 2022-2024 https://skhartsfestival.hk/en/about/
7	Tsuen Wan	#ddHK Creative Tourism project: “Vivid Tsuen Wan” 2023 https://designdistrict.hk/home/index/en <i><u>The display period of the art installations may be subject to change due to inclement weather or other reasons, please visit the event website for the latest information.</u></i>

Conservation code of practice during visits to cultural and heritage sites

1. Do not write on, mark or damage the exhibits, installations, walls or facilities in the cultural and heritage sites (“the sites”)
2. Do not make excessive noise in the sites and please put mobile phones and the noise-emitting devices to silent mode. If tour participants must use a mobile phone, they should lower the voice to avoid disturbing others.
3. Please keep the sites and facilities clean and tidy, and follow the photography and filming regulations.
4. No public speeches, lectures or seminars using loudspeakers or other public address equipment are allowed on the site without prior permission from the management.
5. Tour participants must respect other visitors and the staff of the sites.

Guidelines for Tourist Experience Activity

Tourist Experience Activity arranged by the Applicant for the tour participants must offer unique cultural and historical experience with interactive elements that engage tourists' participation. The activity can be conducted in different formats, including but not limited to the following types of activities:

1. workshops, classes, and activities that promote the "[Representative List of the Intangible Cultural Heritage \(ICH\) of Hong Kong](#)" and the "[first ICH Inventory of Hong Kong](#)" which demonstrate the historical and cultural value, such as the guqin making technique, traditional food making techniques (e.g. Cha Kwo, melon-seed, Hong Kong Style Milk Tea), crafting techniques (e.g. lantern, flower board), sewing techniques of cheongsam and wedding costume, and Bamboo shed theatre building Technique of Cantonese opera (more information on ICH can be found at https://www.lcsd.gov.hk/CE/Museum/ICHO/zh_TW/web/icho/home.html);
2. Special guiding tours, exclusive dialogue with expert or behind-the-scenes visits in relation to social practices, rituals, and festive events, e.g. Jiao Festival, Fire Dragon Dance in Tai Hang during Mid-Autumn Festival; and
3. Docent tour, which is arranged by relevant venue management organization but not open to the general public for free, to the list of cultural and heritage sites as listed in **Annex I**.

Recognised Trainings

	Training Activity	Activity Objective	Duration/ Fee	Training Bodies*
1	Cultural and Heritage Training Programme (TIC co-organised with HKTB)	The course is designed to introduce background, the rating system, classification, and relevant online resources of culture and heritage declared monuments, as well as the scope of ICH. Participants will also learn about the details and skills of touring in cultural heritage sites, and design tips for highlighted itineraries	1.5 days lecture + 0.5 day group presentation/ Free-of-charge <i>[Please visit TIC website for the course schedule and enrollment procedure]</i>	TIC
2	Cultural Tourist Guide Training Programme (TIC co-organised with Hong Kong Tourism Board (“HKTB”))	The course is a cultural docent training course specially designed for the Hong Kong community. The course covers the community characteristics and cultural background of Old Town Central, Sham Shui Po and West Kowloon. The training aims to help tourist guides better grasp cultural tourism knowledge, and at the same time improve their service quality and professional standards.	1.5 Day Online Class + 0.5 Day Walk Tour/ <i>[The course has been concluded]</i>	TIC
3	Docent Training Programme (Chinese Architecture and Auspicious Pattern)	The course aims to provide participants with a better understanding of Chinese architecture, auspicious decorative motifs and Chinese gardening styles in Hong Kong, including a field trip to the Ping Shan Heritage Trail in Yuen Long.	10 hours/ \$850	HKU SPACE
4	Docent Training Programme (Western Architecture and Church Decoding)	The course aims to provide participants with a further understanding of the diverse styles and church symbology of Western-style architecture in Hong Kong, including outdoor visits and field trips.	10 hours/ \$980	HKU SPACE

	Training Activity	Activity Objective	Duration/ Fee	Training Bodies*
5	Docent Training Programme (History of Tuen Mun)	The course aims to explore the relationship between early archaeological discoveries in Tuen Mun and the history of Hong Kong, teach participants the historical evolution of Tuen Mun, its unique religious culture, and how to appreciate the Chinese and Western architecture of the city. The course offers a variety of learning modes, including face-to-face lectures, field trips and practical training.	9 hours/ \$790	HKU SPACE
6	Docent Training Programme (Ecological Heritage Education of Kowloon)	The course aims to provide participants with a better understanding of the conservation and historical culture of Kowloon, with a particular focus on Devil's Peak and Lei Yue Mun, including outdoor visits and field trips.	9 hours/ \$790	HKU SPACE
7	Docent Education for History and Cultural Heritage	The course aims to provide participants with an in-depth understanding of Hong Kong's history, culture, and heritage, as well as the work of a docent so as to prepare them for a career in the field.	8 weeks/ \$1,900	HKU SPACE
8	Docent Training Programme (History of Tai Po)	This course aims to provide participants with an understanding of the activities of the indigenous inhabitants in Tai Po, army facilities in the area, and to explore the history, culture and architecture of the district. It includes one-day outdoor visit.	10 hours/ \$980	HKU SPACE

	Training Activity	Activity Objective	Duration/ Fee	Training Bodies*
9	Certificate in Docent Training	The course aims to enhance the overall docent skills, including the relevant knowledge, attitude and expertise. Participants will learn about Hong Kong's history and culture, heritage conservation, Intangible Cultural Heritage, art, and museum touring through a variety of touring points of study, data processing and knowledge integration. The course includes field trips, guided tours and sharing to help participants become competent docents.	6 months/ \$9,970	HKU SPACE
10	A Century of Kowloon - New Kowloon	The course aims to guide participants to explore the past in the historical relics.	12 hours/ \$500	Hong Kong Federation of Trade Unions
11	18 District Course – Outlying Islands	The course aims to introduce the historical origins and stories of the heritage sites.	12 hours/ \$520	Hong Kong Federation of Trade Unions

* Notes:

1. Courses no. 3-11 are the training activities approved by the “Development Fund for the Travel Industry”, which is established and financed by the Airport Authority Hong Kong.
2. List of courses will be subject to additional or removal as recommended by TIC and agreed by the HKSAR government.
3. If TIC member holding a valid travel agent’s licence wishes to obtain the list of participants who have completed the “Cultural Tourist Guide Training Programme”, please contact the TIC by phone at 2807-1199 or e-mail to training@tichk.org.