




## 1. WHY do RSWs need to report? Need to report the charged but not yet convicted offence(s)?




According to section 24 of the Social Workers Registration Ordinance (Cap. 505), a registered social worker who has been **charged** with or **convicted** of any offence, whether in Hong Kong or elsewhere, shall **serve a notice in writing on the Board as soon as possible**.

## 2. WHAT is the scope of reporting?

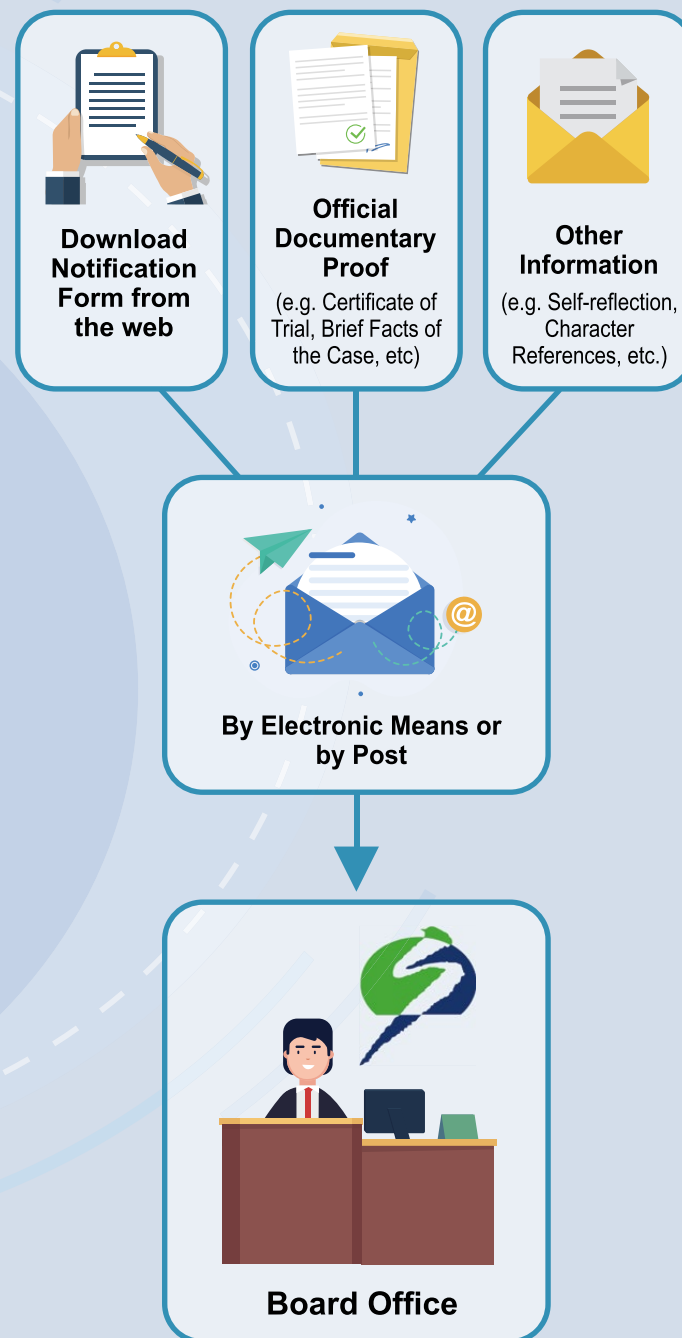
-  All **charges** entered the judicial process of the court, such as theft, possession of drugs, etc.
-  All court **convictions** (including reporting of non-disclosure offences covered by the Rehabilitation of Offenders Ordinance)
-  Offences for which a **fine is imposed in writing by the court without the need to attend the court hearing in person**, such as failure to comply with traffic signals

## 3. WHEN to report? Can it be submitted together with the application for renewal of registration?

You should not delay the notification until the submission of your application for renewal, but inform the Board as soon as reasonably practicable. If there is a delay, you must explain in writing, and it may result in a delay in the approval of your application for renewal of registration.

-  Offences for which the **fixed penalty** has been paid on time, such as illegal parking, littering, etc.
-  Offences of which offenders **were cautioned under the Police Superintendent's Discretion Scheme**
-  **Offering No Evidence Bind-Over** (Not a conviction but must and should have reported the prosecuted incident prior to the announcement of court order)

## 4. HOW to Report?

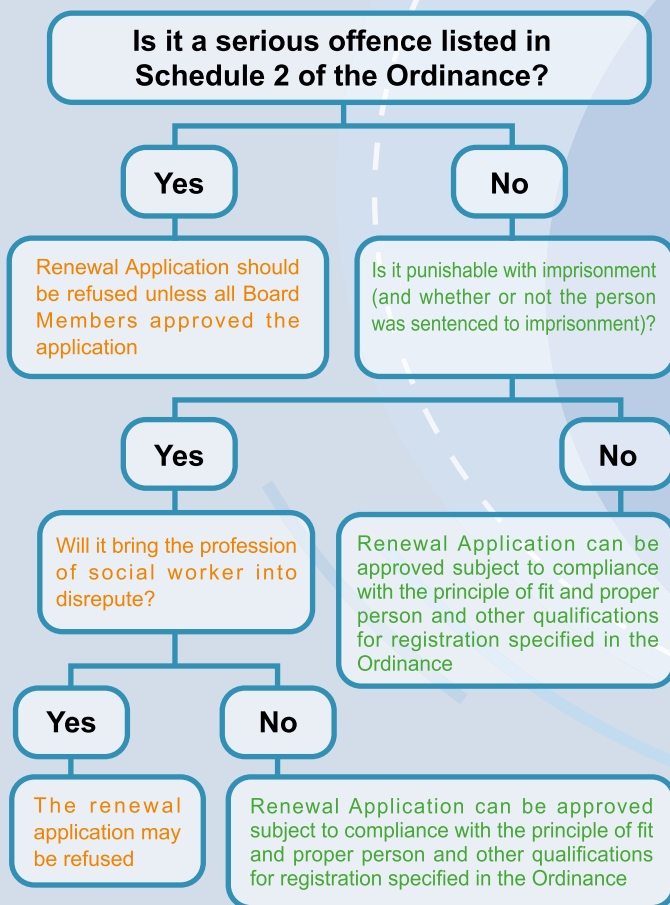


## 5. Will the reported charge or conviction AFFECT my registration?

### Notification of Charge(s)

Charges that are still in judicial proceedings are not convicted and generally do not immediately affect the registration status, but the Board may follow up with the consideration of the seriousness of the charge(s).

**Notification of Conviction(s)**(The following figure is set out based on section 17(3),(4) and (5) of the Ordinance)



In addition to the above, if the conviction which may bring the profession of social worker into disrepute; and is punishable with imprisonment, **may also be a disciplinary offence**. If the Board therefore receives a complaint, the Board shall handle it in accordance with the disciplinary procedures.

## 6. What are the legal responsibilities for WITHHOLDING A REPORT?

Since applicants for renewal of registration are required to declare that they have no record of any charges or convictions, or have reported relevant charges or convictions to the Board. If an applicant made a false statement when applying for renewal, he might be suspected of contravening section 35(d) of the Ordinance, that is, the applicant **obtains registration as a registered social worker for himself or any other person by means of any misleading, false or fraudulent representation or statement, either oral or in writing**. Such person is liable to imprisonment for 1 year.



Related FAQ

Phone : 2591 1955

Fax : 2591 1411

Email : [info@swrb.org.hk](mailto:info@swrb.org.hk)

Website: [www.swrb.org.hk](http://www.swrb.org.hk)

Address : 27/F Eastern Commercial Centre,  
83 Nam On Street, Shau Kei Wan, Hong Kong.

November 2022

## Q&A on Notification on Charge(s) and Conviction(s) by Registered Social Workers



社會工作者註冊局  
SOCIAL WORKERS REGISTRATION BOARD