



Facilitation to Paper Mode Registrants – An Enhancement of the Dealers in Precious Metals and Stones Registration System (“DRS”)

This circular aims to announce an enhancement in the DRS which provides facilitation to **registrants who submitted applications for registration by paper means instead of using the DRS** (referred as “**P-registrants**” thereafter).

Advancing our development towards “Smart Customs”, new functions are now provided in the DRS to enable P-registrants to gain online access to their registration information and enjoy the following e-services provided by the DRS:-

- submit electronic application forms (e.g. notification for obtaining new branch certificate, notification of changes in registration particulars)
- enquire details of past applications and status of applications under processing
- check particulars of the registrant
- download certificate of registration / branch certificate(s)
- settle payment of fees by electronic means

The screenshot displays the DRS website interface with the following elements:

- Header:** Customs and Excise Department logo, "Dealers in Precious Metals and Stones Registration System", and user information "Welcome, DPSBTESTIN".
- Navigation Menu:** Introduction, Register, Registration of DPMS, Non-Hong Kong precious metals and stones dealer, Guidelines, Legislation, Circulars and Publications, Enforcement News, and Publicity & Presentation.
- SUBMISSIONS:**
 - Form 1B Application for a Dealer in Precious Metals and Stones Category B Registration
 - Form 5 Advance Notification for obtaining Branch Certificate(s) for New Branch(es) or Temporary Booth(s)** (highlighted)
 - Form 7 Notification of Cessation of Precious Metals and Stones Business
- COMPLETED APPLICATION / SUBMISSION:**
 - APPLICATION STATUS ENQUIRY** (highlighted)
 - Form 6 Notification of Changes in Particulars of Registration (P-CDA-25-00016)
- ACCOUNT MAINTENANCE:**
 - Change Password
 - Maintain Staff Account
 - Update Profile
 - Registrant Profile & Certificate** (highlighted)
 - My Certificate and QR Code
- OUTSTANDING PAYMENT:**
 - Annual Fee of DPMS Category A Registration (A-B-25-07-00375 #11-07-2025 12:12:45)** (highlighted)

Labels pointing to the highlighted services:

- Submit new notifications online
- Enquire for existing / previous applications
- Access registration particulars and certificate
- Settle payment by electronic means

P-registrants could access comprehensive electronic services in DRS upon link-up of registration particulars with respective DRS accounts



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Customs and Excise Department

Procedures for gaining access to the DRS

In order to enjoy the e-services provided by the DRS, P-registrants should follow the steps below:

1. visit the DRS website (<https://www.drs.customs.gov.hk>)
2. create a **Hong Kong User Account** at the DRS, by following the procedures illustrated in <https://www.drs.customs.gov.hk/online-demo/en/4-1.html>. The P-registrant shall input the **accurate contact email address of its registration**¹ when filling in the account details
3. upon creation of an user account, send an email to dpms_enquiry@customs.gov.hk to request for “P-registrant account link-up” by providing the newly created **DRS User ID** and the **DPMS Registration Number**
4. provide supporting documents if requested by this Department
5. The P-registrant will receive an email notification once the account link-up is complete

Should you have any queries, please contact us by phone at 3580 1484 or email to dpms_enquiry@customs.gov.hk.

Dealers in Precious Metals and Stones Supervision Bureau
Customs and Excise Department

¹ Please contact this Department to enquire or update, if applicable, the current contact means of the registration by providing identity proof/authorization of the registrant (if needed).