



香港海關  
Customs and Excise Department

DPSB/RM/2026/01

7 January 2026

**Circular**

**Electronic Submission of Annual Return of Category B Registrant  
through DPMS Registration System**

This circular is to remind Category B Registrants (“CBRs”) of the obligation to file the Annual Return of Category B Registrant (“Annual Return”) with the Customs and Excise Department (“C&ED”) to report the required information of their precious metals and stones business, as well as the operation mode of its anti-money laundering and counter-financing of terrorism systems for the previous calendar year. Failure to do so in a timely manner may adversely affect the fit and proper status of the CBR, and may result in the suspension or cancellation of the registration.

**Electronic Submission of Annual Return of Category B Registrant**

To facilitate electronic submission, with effect from 1 January 2026, the Dealers in Precious Metals and Stones Registration System (“DRS”) provides the new function for CBRs to file the Annual Return. Please refer to Annex (1) for more details.

In this connection, those CBRs without DRS account could refer to Annex (2) for the circular “*Facilitation to Paper Mode Registrants – An Enhancement of the Dealers in Precious Metals and Stones Registration System*” (ref. DPSB/GN/2025/01) issued on 4 November 2025 for arrangement.

Should you have any enquiries relating to the Annual Return, please contact us at 5972 6086 or email at [dpms\\_catb@customs.gov.hk](mailto:dpms_catb@customs.gov.hk). For DRS operation, please refer to the DRS website at <https://www.drs.customs.gov.hk> and contact us at 3580 1484 or email at [dpms\\_enquiry@customs.gov.hk](mailto:dpms_enquiry@customs.gov.hk).

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

## New function for the electronic submission of “Annual Return of Category B Registrant” in DPMS Registration System (“DRS”)

Upon successful login to DRS, CBR can gain access to the following page and select the “Annual Return of Category B Registrant” indicated below -

**Customs and Excise Department**  
The Government of the Hong Kong Special Administrative Region

**Dealers in Precious Metals and Stones Registration System**

Welcome, [User Name]

My Certificate and QR Code Logout

Introduction Register Registration of DPMS Non-Hong Kong precious metals and stones dealer Guidelines Legislation Circulars and Publications Enforcement News Publicity & Presentation

**SUBMISSIONS** —

- Form 1A Application for a Dealer in Precious Metals and Stones Category A Registration
- Form 4 Application for Approval in respect of Person(s) Proposing to become Category B Registrant's Partner(s)/Director(s)/Ultimate Owner(s)
- Form 5 Advance Notification for obtaining Branch Certificate(s) for New Branch(es) or Temporary Booth(s)
- Form 6B(BR) Notification of Changes in Particulars of Registration (Category B Registrant)
- Form 7 Notification of Cessation of Precious Metals and Stones Business
- Annual Return of Category B Registrant (2025)**

**COMPLETED APPLICATION / SUBMISSION** +

APPLICATION STATUS ENQUIRY +

PAYMENT RECORD +

Then, follow the steps to complete the electronic submission -

> Annual Return of Category B Registrant

### Annual Return of Category B Registrant

Please follow the steps to completed "Annual Return of Category B Registrant"

**Step 1**  
Terms and Conditions

**Step 2**  
Input Details of Annual Return

**Step 3**  
Upload Supporting Documents

**Step 4**  
Review and Submit Application

**Step 5**  
Acknowledgement

BACK TO HOME NEXT

## Step 1: Read and accept the Personal Information Collection Statement

Step 1      Step 2      Step 3      Step 4      Step 5

Terms and Conditions      Input Details of Annual Return      Upload Supporting Documents      Review and Submit Application      Acknowledgement

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**Personal Information Collection Statement**

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**Purpose of Collection**

1. The personal data provided in this return as well as any updates will be used for enforcement of the Anti-Money Laundering and Counter-Terrorist Financing Ordinance, Chapter 615, Laws of Hong Kong (AMLO).

**Classes of Transferees**

2. The personal data you provide in this return as well as any updates of them may be disclosed to other Government departments/bureaux or organizations for the purposes mentioned in paragraph 1 above; or any third parties under section 76D of the AMLO; or where such disclosure is authorized or required by law.

**Access to Personal Data**

3. You have the right of access to and correction of your personal data as provided for in the Personal Data (Privacy) Ordinance, Chapter 486, Laws of Hong Kong (PDPO). Your right of access includes the right to obtain a copy of your personal data provided in this return. In accordance with the provision of the PDPO, Customs and Excise Department has the right to charge a reasonable fee for the processing of any data access request.

**Enquiries to Personal Data**

4. Enquiries concerning the personal data collected by this return, including the request for access to and correction of personal data, should be addressed to Departmental Secretary, Office of Departmental Administration, Customs and Excise Department, 31/F, Customs Headquarters Building, 222 Java Road, North Point, Hong Kong.

\*I have read the statement above, the Guidance Notes on the Personal Information Collection Statement therein.

NO, I DECLINE    YES, I ACCEPT

## Step 2: Input the required data and information

Step 1      Step 2      Step 3      Step 4      Step 5

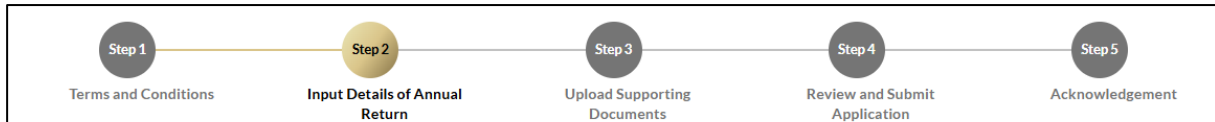
Terms and Conditions      Input Details of Annual Return      Upload Supporting Documents      Review and Submit Application      Acknowledgement

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### Part I - Business Profile

Reporting period covered by this Return (Full year i.e. 1 January to 31 December):	2025
Name of registrant (English):	<input type="text"/>
Name of registrant (Chinese):	<input type="text"/>
Dealer in Precious Metals and Stones Registration No.:	B-B-23- <input type="text"/>

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## Part II - (A) Business Profile

A.1 Total revenue of the precious metals and stones business (including cash transactions and non-cash transactions): HK\$

## Part II - (B) Specified Cash Transactions

Specified cash transaction ("SCT") means a transaction carried out by a person, while carrying on a precious metals and stones business, in respect of which transaction a payment or payments in cash, of at least HKD 120,000 or an equivalent amount in another currency in total, is or are made or received in Hong Kong, whether the transaction is executed: (a) in a single operation; or (b) in several operations that are linked or appear to be linked.

B.1 Any specified cash transactions conducted in the reporting period?  Yes  No

## Part II - (C) Profile of Customers engaging in Specified Cash Transactions

C.1	Regarding cash received, please provide the relevant information on the customers in SCT during the reporting period @				
	Total no. of customer		Major places of residence of non-Hong Kong customers		
	HK	non-HK	(1)	(2)	(3)
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

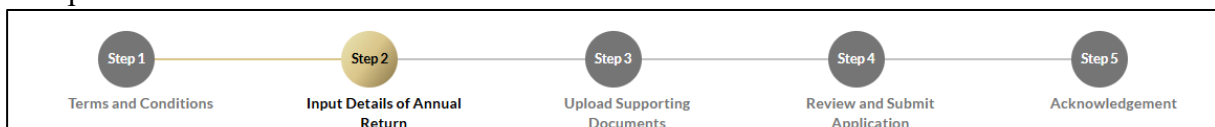
## Part II - (D) Customer Due Diligence

Implementation of customer due diligence during the reporting period		Number (Include cash received and paid)
D.1	No. of Specified Cash Transactions	<input type="text"/>
D.2	No. of Customers involved in Specified Cash Transactions	<input type="text"/>

## Part II - (E) Suspicious Transaction Reporting

E.1 Does the registrant have any internal procedures to submit suspicious transaction reports to the Joint Financial Intelligence Unit (JFIU)?  Yes  No

## Complete the declaration



## Part V - Declaration by the Registrant

### Remarks

- The person who submits this return must complete the declaration in this Part.
- The person who submits this return must be:
  - The sole proprietor, if the registrant is a sole proprietorship;
  - The partner authorized in writing by every partner, if the registrant is a partnership. The authorization letter should be attached; or
  - The director or the senior management staff authorized in writing by the Board of Directors<sup>@</sup> or the personnel responsible for senior management oversight, if the registrant is a corporation. The authorization letter should be attached.

@and the personnel responsible for senior management oversight appointed by the registrant is well aware of the submission of the Annual Return.

I hereby declare that :

- I, in the capacity described below, submitted this return on behalf of the registrant. (Please select one of the following declarations)

### Step 3: Upload the authorization letter and other supporting document

Step 1 — Step 2 — Step 3 — Step 4 — Step 5

Terms and ConditionsInput Details of Annual Return**Upload Supporting Documents**Review and Submit ApplicationAcknowledgement

## Authorization Document

**Authorization letter**  
A copy of the authorization letter signed by all partners or the Board of Directors + ADD

**Other Supporting Document**  
Other Supporting Document + ADD

Acceptable file format:  
Image type: PDF, JPEG, GIF or TIF (RAW, LZW, JPEG, CCITT-G4)  
Image resolution: 200dpi or above  
File size: 20Mbytes or below for each file

SAVE AS DRAFT BACK NEXT

### Step 4: Review and submit the Annual Return

Step 1 — Step 2 — Step 3 — Step 4 — Step 5

Terms and ConditionsInput Details of Annual ReturnUpload Supporting Documents**Review and Submit Application**Acknowledgement

## Review and Submit Annual Return by the Registrant

[Go to Bottom]  
[Particulars of Category B Registrant]  
[Transactions of Precious Metals and Stones Business]  
[Staff Training and Management]  
[Other Information]  
[Declaration by the Registrant]  
[Appendix (I) - Updates of Key Personnel]  
[Appendix (II) - Supplementary Sheet]  
[Authorization Document]

**Part I - Particulars of Category B Registrant**

Reporting period covered by this Return (Full year i.e. 1 January to 31 December) :	2025
Name of registrant (English):	[REDACTED]
Name of registrant (Chinese):	[REDACTED]
Dealer in Precious Metals and Stones Registration No. :	B-B-23-[REDACTED]

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PRINT / SAVE BACK CONFIRM

For more information about the DRS operation, please refer to the User Manual for Dealers in Precious Metals and Stones Registration System<sup>1</sup>.

<sup>1</sup> User Manual For Dealers in Precious Metals and Stones Registration System (DRS)  
[https://www.drs.customs.gov.hk/download/drguideline/DRS\\_External\\_User\\_Manual\\_en.pdf](https://www.drs.customs.gov.hk/download/drguideline/DRS_External_User_Manual_en.pdf)



DPSB/GN/2025/01  
4 November 2025

**Circular**

## 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.
- Service Categories:**
  - 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)
    - Form 7 Notification of Cessation of Precious Metals and Stones Business
  - COMPLETED APPLICATION / SUBMISSION:**
    - APPLICATION STATUS ENQUIRY
      - 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
    - 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)
- Callouts:**
  - "Submit new notifications online" points to Form 5.
  - "Enquire for existing / previous applications" points to Form 6.
  - "Access registration particulars and certificate" points to Registrant Profile & Certificate and My Certificate and QR Code.
  - "Settle payment by electronic means" points to Annual Fee of DPMS Category A Registration.

*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**<sup>1</sup> when filling in the account details
3. upon creation of an user account, send an email to [dpms\\_enquiry@customs.gov.hk](mailto: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](mailto:dpms_enquiry@customs.gov.hk).

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

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<sup>1</sup> 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).