

Promotion Programme on Source Separation of Waste
廢物源頭分類推廣計劃

Application Form for Waste Separation Bins (Residential Buildings)
廢物分類回收桶申請表 (住宅樓宇)

To: Environmental Campaign Committee Secretariat
5/F Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong
Attn: Executive Officer (Community Relations)2
(Fax: 2827 8138)

致：香港灣仔軒尼詩道 130 號修頓中心 5 樓
環境運動委員會秘書處
經辦人：行政主任(社區關係)2
(傳真：2827 8138)

Use Block Letters 請以正楷填寫

Part 1 General Information 第一部分 一般資料			
Name of Property Management Company/Resident Organization 物業管理公司/居民團體名稱	(English)		
	(中文)		
Name of Estate/ Residential Building 屋苑/大廈名稱	(English)		
	(中文)		
Address of Estate/ Residential Building 屋苑/大廈地址	(English)		
	(中文)		
Number of Blocks 屋苑座數	(Blocks) (座)	Number of Households 住戶數目	(Units) (戶)
Contact Person 聯絡人	Name 姓名	(English) (中文)	
	Position 職位		
	Tel No. 電話號碼	Fax No. 傳真號碼	
	Email Address 電郵地址		
Part 2 Application for Waste Separation Bins 第二部分 申請廢物分類回收桶			
Our estate/building would like to sign up to join the Promotion Programme on Source Separation of Waste. 本屋苑/大廈現報名參加「廢物源頭分類推廣計劃」。			
I) Our estate/building joined the "Waste Recycling Campaign in Housing Estate" organized by the Environmental Campaign Committee (ECC) during 1998-2005. <input type="checkbox"/> Yes 是 <input type="checkbox"/> No 否 本屋苑/大廈曾參加由環境運動委員會(環運會)於 1998-2005 年度舉辦的「三環奪保新紀元」。			
II) Number of waste separation bins required* (Notes 1-4) 所需分類回收桶數目*(註 1 至 4)		Indoor 室內 (Metal 金屬) _____(Sets 套)	Outdoor 室外 (Plastic 塑膠) _____(Sets 套)
III) Number of glass bottle recycling bins required* (Note 1-5) 所需玻璃樽回收桶數目*(註 1 至 5)		Outdoor 室外 (Plastic 塑膠) _____(Unit 個)	
IV) Reason for Application 申請原因 <input type="checkbox"/> For first installation 首次安裝分類回收桶 <input type="checkbox"/> For replacement 更換已損壞的分類回收桶 <input type="checkbox"/> Inadequate waste separation bins 分類回收桶不足			
Part 3 Status on Source Separation of Waste 第三部分 廢物源頭分類狀況			
I) Our estate/building is participating in the Programme on Source Separation of Domestic Waste (SSW) organized by the Environmental Protection Department (EPD). 本屋苑/大廈現正參與由環境保護署(環保署)舉辦的「家居廢物源頭分類計劃」(簡稱“SSW”)。		<input type="checkbox"/> Yes (NO need to complete (II) & (III) below) 是 (無需續填下列第(II)及(III)項) <input type="checkbox"/> No (Please complete (II) & (III) below) 否 (請續填下列第(II)及(III)項)	
II) Our estate/building will join the aforesaid SSW Programme and <input type="checkbox"/> will join* (Notes 6 to 7) <input type="checkbox"/> will not join its Competition on Source Separation of Domestic Waste. 本屋苑/大廈將參加上述 SSW 計劃, 並 <input type="checkbox"/> 願意*(註 6 至 7) <input type="checkbox"/> 不願意參加該計劃的「家居廢物源頭分類比賽」。			
III) Our estate/building <input type="checkbox"/> will provide <input type="checkbox"/> consider providing <input type="checkbox"/> do not consider providing waste separation facilities on each floor at the moment. 本屋苑/大廈 <input type="checkbox"/> 將提供 <input type="checkbox"/> 考慮提供 <input type="checkbox"/> 暫不考慮提供樓層廢物分類設施。			

* Please see the last page for Notes 請見後頁註解

Signature of Representative :

屋苑/大廈代表簽署: _____

Name and Position of Representative :

代表人姓名及職位: _____

Date :

日期: _____

Company/Organization Chop :

公司/團體蓋印: _____

Please fax the **completed form, Undertaking for Housing Estate/Building, Undertaking for Contractor/Recycler (if applicable) and floorplan** to 2827 8138 or mail to the ECC Secretariat, 5/F, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong. (Attn: Executive Officer (Community Relations)2).

有興趣參加的屋苑/大廈必須清楚填寫**報名表、屋苑/大廈承諾書、承辦商/回收商承諾書(如適用)**, 並連同**屋苑/大廈平面圖**及傳真至 2827 8138 或郵寄至香港灣仔軒尼詩道 130 號修頓中心 5 樓 環境運動委員會秘書處 (經辦人: 行政主任(社區關係)2)。

Promotion Programme on Source Separation of Waste

廢物源頭分類推廣計劃

Undertaking for Housing Estate/Building

屋苑/大廈承諾書

To: Environmental Campaign Committee Secretariat
5/F Southern Centre, 130 Hennessy Road, Wan Chai, Hong Kong
Attn: Executive Officer (Community Relations)2
(Fax: 2827 8138)

致：香港灣仔軒尼詩道 130 號修頓中心 5 樓
環境運動委員會秘書處
經辦人：行政主任(社區關係)2
(傳真：2827 8138)

I, _____ (Name), hereby on behalf of _____ (Name of housing estate/building), undertake to participate in the “Promotion Programme on Source Separation of Waste” organized by the Environmental Campaign Committee (ECC) with full consent and support from the majority of residents in our estate/building, and to abide by the following provisions:

1. Upon successful enrolment in the “Promotion Programme on Source Separation of Waste”, our housing estate/building will **automatically become the participant in the “Programme on Source Separation of Domestic Waste” (SSW) launched by the Environmental Protection Department (EPD)**. Meanwhile, if our estate/building also participates in the SSW Competition, after each phase of the Competition, we will automatically become the participant of the next phase, no further application is required;
2. Our estate/building accepts the waste separation bins presented by the ECC on a free-of-charge basis. We agree to place the waste separation bins at noticeable and accessible area(s) within the domain of our estate/building to provide a waste separation facility for the residents for at least three years. Our estate/building will ensure the cleanliness, hygiene and maintenance of the waste separation bins, and arrange periodic collection of recyclable materials for recycling with cleansing contractors or recyclers; and
3. Under any circumstances, our estate/building will not abandon the waste separation bins, nor place them outside our domain. We will implement appropriate measures to prevent malicious damage of the waste separation bins. If the waste separation bins are no longer usable due to natural wear and tear, we will arrange a recycler to collect the bins for recycling in a proper way.

本人 _____ (姓名) 謹代表 _____ (屋苑/大廈名稱) 聲明已經獲得大部份屋苑/大廈住戶同意及支持，決定參加由環境運動委員會(環運會)主辦的「廢物源頭分類推廣計劃」，並承諾會遵守以下各項細則：

- (一) 一經成功參加「廢物源頭分類推廣計劃」後，本屋苑/大廈將**自動成為由環境保護署(環保署)舉辦的「家居廢物源頭分類計劃」的參加者**。同時，如參加該計劃下的「家居廢物源頭分類比賽」，於每期比賽完畢後，本屋苑/大廈將自動成為下一期比賽的參加者，無需另行申請參加；
- (二) 本屋苑/大廈接受由環運會送贈給本屋苑/大廈的廢物分類回收桶，並同意把分類回收桶放置在本屋苑/大廈管轄範圍內，住戶可進出的當眼地方，以提供廢物回收的設施，為期最少三年。本屋苑/大廈將妥善清潔及保養分類回收桶，並自行安排清潔承辦商或廢物回收商，定期到屋苑/大廈收集回收物料，以供循環再造；及
- (三) 本屋苑/大廈承諾不會以任何理由，將所獲贈的回收桶轉移到屋苑/大廈以外的地方或隨意丟棄，並會執行適當的措施，防止分類回收桶被惡意破壞。如回收桶因自然耗損致不能使用，本屋苑/大廈會安排廢物回收商妥善回收該等回收桶。

Signature of Representative:

公司代表簽署: _____

Name and Position of Representative:

代表人姓名及職位: _____

Contact No.:

聯絡電話: _____

Date:

日期: _____

Company/Organization Chop:

公司蓋印: _____

Notes

- 1) It is entirely within the ECC's discretion to decide whether and how many recycling bins will be distributed to each applicant.
- 2) The participating estates may be given at most one set of waste separation bins and a glass bottle bin for each block of residential building, or for every 50 households served for villa-type residential developments.
- 3) Specifications of waste separation bins:

<u>Indoor (metal)</u>	<u>Outdoor (plastic)</u>	<u>Glass bottle recycling bin (plastic)</u>
One set with three compartments:	One set of three individual bins:	
In total, 1m (w) x 0.4m (d) x 0.9m (h)	Each 0.5m (w) x 0.46m (d) x 1.13m (h)	Each 0.5m (w) x 0.48m (d) x 1.13m (h)
- 4) The participating estates are not allowed to place the waste separation bins, which are distributed under this programme, at floor areas (including staircase landing, floor refuse storage room/refuse chute room, floor cleaner room/water meter room, floor service lift lobby and floor passenger lift lobby, etc.).
- 5) Apart from the Application Form and "Undertaking for Housing Estate/Building", the participating estates applying for glass bottle recycling bins are required to liaise with cleansing contractors or recyclers for completing the "Undertaking for Contractor/Recycler" to ensure that the collected glass bottles are properly recycled. The template of the undertaking can be found on ECC website (www.ecc.org.hk).
- 6) The participating estates joining the SSW Competition are obliged to contact the cleansing contractors or recyclers to provide certified receipts recording separately the quantities of collected recyclables.
- 7) The participating estates joining the SSW Competition are required to submit the recovery data of the previous month by completing the "Monthly Record Sheet", based on the above receipts issued by recyclers, to the Waste Reduction & EcoPark Group of the Environmental Protection Department (EPD) (Fax No.: 2872 0389) within the first week of each month for recording purpose. The receipts will be kept by the participating estates for future reference by EPD. For more information, please contact EPD at the hotline (Tel: 2838 3111) or visit EPD website (<https://www.wastereduction.gov.hk/en>).

註

- 1) 環運會保留審批申請及分配分類回收桶數目的最終決定權。
- 2) 參加的屋苑/大廈最多可獲發每座住宅樓宇一套分類回收桶和一個玻璃樽回收桶，或如為別墅式住宅，最多每 50 戶一套分類回收桶和一個玻璃樽回收桶。
- 3) 分類回收桶尺寸規格：

<u>室內 (金屬)</u>	<u>戶外 (塑膠)</u>	<u>玻璃樽回收桶 (塑膠)</u>
一套，內分三格： 共 1 米(闊) x 0.4 米(深) x 0.9 米(高)	一套，包括三個獨立的回收桶： 各 0.5 米(闊) x 0.46 米(深) x 1.13 米(高)	每個 0.5 米(闊) x 0.48 米(深) x 1.13 米(高)
- 4) 參加的屋苑/大廈不得在大廈樓層範圍內 (例如: 樓梯平台、樓層垃圾儲存室/垃圾槽室、樓層清潔室/水錶室、樓層送貨升降機門廊以及樓層客用升降機門廊) 擺放在此計劃下所派發的分類回收桶。
- 5) 除申請表及「屋苑/大廈承諾書」外，申請玻璃樽回收桶的屋苑/大廈須聯絡清潔承辦商或回收商，填妥「承辦商/回收商承諾書」，以確保所收集的玻璃樽得以妥善地回收再造。承諾書樣本可於本會網頁(www.ecc.org.hk) 下載。
- 6) 參加「家居廢物源頭分類比賽」的屋苑/大廈須向清潔承辦商或回收商索取蓋有公司印章的回收物品重量記錄單據。
- 7) 參加「家居廢物源頭分類比賽」的屋苑/大廈須根據回收商所申報的回收物品重量記錄單據，填妥「廢物回收重量記錄表」，並於每月的第一個星期內提交至環保署減廢及環保園組(傳真：2872 0389)作紀錄。同時，參加的屋苑/大廈亦須保留回收商的記錄單據，以便環保署日後參考。如有查詢，可致電環保署熱線(電話：2838 3111)或瀏覽環保署網頁(網址：<https://www.wastereduction.gov.hk/chi>)。