

第十五屆香港綠色學校獎

The 15th Hong Kong Green School Award

味咗嘢 校園減廢大獎 Waste Less School Award

2016/17 學年
2016/17 school year



齊來減廢 成就未來
In Green We Succeed

咪嚟嘢校園減廢大獎

Waste Less School Award

I. 目標對象 Target Participants

全港中小學 All primary and secondary schools in Hong Kong

II. 目的 Objective

鼓勵學校減少垃圾棄置量 To encourage schools to reduce waste to landfills

III. 計劃內容 The Award Scheme

參與學校須參加以下一項或兩項活動，包括統計校內的垃圾棄置量及/或即棄餐具使用量，並推行措施及/或舉辦教育活動，以減少製造廢物。

Participating schools are required to join the following one or two activity/activities to measure waste generated and/or disposable cutlery used at schools, and launch measures and educational activities to reduce waste generation.

活動一 - 垃圾棄置量統計

Activity 1 - Waste Recording

- 在 2016 年 11 月 14 日（星期一）至 2017 年 4 月 13 日（星期四）期間，參與學校須於每個星期的其中兩天使用標準秤*量度垃圾棄置量（將會回收的廢物除外）及記錄當日在校人數，並於活動一記錄表（附件 2）記錄當日人均垃圾棄置量（請參考以下算式以計算每日人均垃圾棄置量），量度過程必須有學生參與。例子如下：

Participating schools are required to **record the amount of waste to landfills (i.e. waste to be recycled is excluded) as well as the number of school members on campus on two sampling days every week during the period from 14 November 2016 (Monday) to 13 April 2017 (Thursday) using a standard measuring device* to determine the Waste Disposal Weight per Capita (WPC) (please refer to the formula below) in the Log Table for Activity 1 at Annex 2. Students' involvement is a must during the measurement.** An example is provided below-

$$\text{當日人均垃圾棄置量(WPC)} = \frac{\text{棄置垃圾重量}}{\text{在校人數}}$$

$$\text{Waste disposal weight per capita (WPC) on a current day} = \frac{\text{Waste disposal weight}}{\text{Number of school members on campus}}$$

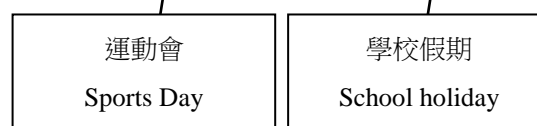
*學校必須使用由項目協調辦公室免費提供的磅秤，或如學校已備有合適磅秤，經項目協調辦公室確認，便可使用。上屆曾領取磅秤之學校請沿用該磅秤，如有損壞請交回項目協調辦公室換領新磅秤。

*Schools must use the measuring device provided by the Project Coordination Office (PCO) free of charge. Or if the school has already got any suitable device, the device can be used subject to verification of the PCO. School which has received a device last year should reuse it this year. Please return the damaged device to PCO for a replacement, if required.

例子：2016年11月14日至12月13日（即第一個月）的每日人均垃圾棄置量（於每星期二及四收集數據）

Example: WPC record from 14th Nov to 13th Dec 2016 (i.e. the 1st Month) (Sampling on every Tue and Thu)

日期 Date	15 th	17 th	22 nd	24 th	29 th	1 st	6 th	8 th	13 th	人均垃圾棄置量(每月平均數) WPC Monthly Average
參與量度固體廢物的學生數目 No. of students involved in measuring solid waste	10	11	10	11	10	-	12		-	
棄置垃圾重量 (公斤) Waste Weight (kg)	55	68	71	62	49	-	49	62	-	
當日在校人數 (#) No. of school members on campus on sampling day (#)	252	256	255	253	250	20	254	253	-	
當日人均垃圾棄置量 Waste Per Capita (WPC)	0.218	0.266	0.278	0.245	0.196	N/A	0.193	0.245	N/A	0.234



請記錄收集數據當日的在校人數。在不同日子進行數據收集時，在校人數或因不同原因而有所改變。
Please record the no. of school members on campus on the sampling day. No. of school members on campus on the sampling days may vary due to different reasons.

- 如預定的數據收集日為學校假期或有特別活動，令當日的在校人數出現明顯不同時，學校可(i)選擇該週另一天收集數據；或(ii)敝除當日，無需進行量度。

In the event of a school holiday or an activity day that may cause significant variation in the number of school members on campus on the scheduled sampling day, the school may (i) collect data on another day in that week; or (ii) skip that day.

- 活動期間學校應實施各種措施及/或舉辦教育活動，以鼓勵師生減少製造廢物。
Participating schools shall introduce measures and/or organise educational activities to encourage waste reduction among school members.

- 學生必須參與活動一，而學校必須於下列每個時段完成最少三次廢物量度以符合角逐對應獎項的資格。

Students' involvement in Activity 1 is a must. Only schools that have completed measuring the waste generated for **at least three times** during each of the following period are eligible to compete for the corresponding awards.

時段 Period	日期 Date
第一個月 1 st Month	14 th Nov – 13 th Dec 2016
第二個月 2 nd Month	14 th Dec 2016 – 13 th Feb 2017 ⁺
第三個月 3 rd Month	14 th Feb – 13 th Mar 2017
第四個月 4 th Month	14 th Mar – 13 th Apr 2017

⁺ 因應學校長假而視作一個月的時段。

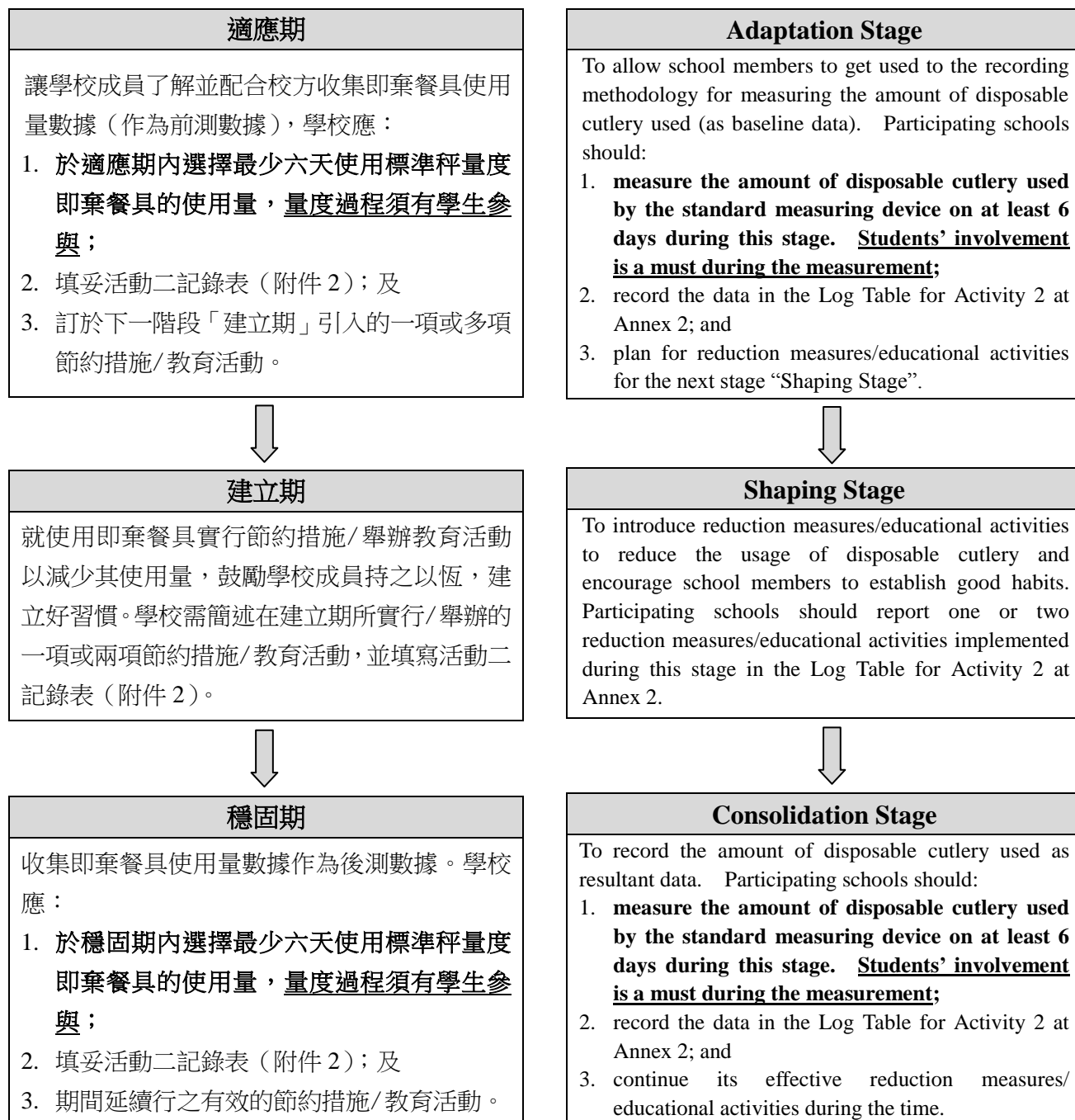
⁺ Counted as one monthly period owing to long school holidays.

活動二 – 即棄餐具使用量統計及節約措施/教育活動

Activity 2 – Used Disposable Cutlery Recording and Reduction Measures/Educational Activities

- 參與學校須統計已使用的即棄餐具，其後推出節約措施及/或教育活動，以減少使用即棄餐具。整個活動分為三個階段，內容詳述如下：

Participating schools are required to measure the amount of disposable cutlery used and initiate any reduction measures and/or educational activities to reduce their consumption. The whole activity comprises three stages-



- 三個階段為期一個月或以上，學校可自行決定開始日期，惟整個活動必須於 2017 年 4 月 13 日或之前完成。學校可視乎實際情況選擇以下其中一個數據收集方式：

Each of the three stages should last for at least a month. The school can determine its own start date but the whole activity must be completed by 13 April 2017. Depending on individual

circumstances, schools may adopt one of the following methods to collect data:

- A. **收集並量度實際棄置量** – 將已使用的即棄餐具集中於校園一處量度重量(適用於即棄餐具來源不定或源自校外的學校)。

Collect and measure the actual amount of disposal – Weighing the amount of disposable cutlery used at a centralised site in the campus (applicable to schools with disposable cutlery from uncertain or external sources).

- B. **鎖定派發源頭並推算取用量** – 鎖定校園內即棄餐具主要派發點(如小食部、膳食供應商),並於派發即棄餐具前和後量度重量,以計算使用量。

Target sources of supply and derive the distributed quantity – By locating major sources of supply of disposable cutlery in the campus (e.g. tuck shops, catering service providers) and comparing the quantity of disposable cutlery before and after distribution to derive the amount of disposable cutlery used.

IV. 實地視察 On-site Inspection

參與學校會被抽樣進行實地視察。視察人員會觀看整個測量及記錄過程以確保數據得到妥善記錄。

Participating schools will be randomly selected for on-site inspection. During the inspection, the inspector(s) will observe the whole measurement and recording process to ensure that figures are properly recorded.

V. 如何參加 How to Apply?

有興趣參加的學校需填妥報名表格(附件1),並在2016年11月7日(星期一)或之前傳送至指定的傳真號碼/電郵地址。參加學校亦須於2017年4月28日(星期五)或之前將已完成的報告及記錄表(附件2)提交至指定的地址/電郵地址。

Schools interested in the scheme should submit the completed **Application Form (Annex 1)** to the designated fax number/email address **by 7 November 2016 (Monday)**. Participating schools should submit the completed **report and log table (Annex 2)** to the designated address/email address **by 28 April 2017 (Friday)**.

VI. 獎項 Awards

表現出色的學校會獲頒下列獎項：

Schools with outstanding performance will be presented with the following awards-

[注意：主辦單位保留在適用的情況下更改以下獎項之權利。獎項細則將稍後通知參加學校。]

[Note: The organiser reserves the right to change the following awards as deem appropriate. Details of the awards will be notified to participating schools in due course.]

- **校園減廢進步大獎(適用於活動一)** – 因應每月份平均減廢率,數值最高之學校可獲此獎。相關公式如下：

Waste Reduction Improvement Award (For Activity 1) – The Award will be granted to the schools achieving the highest average reduction rates. The formulas are shown below:

$$\text{當前月份減廢率} = \frac{(\text{上一個月份的平均WPC}) - (\text{當前月份的平均WPC})}{(\text{上一個月份的平均WPC})}$$

$$\text{平均減廢率} = \frac{3 \text{ 個指定月份之減廢率總和}}{3}$$

Reduction Rate of the Current Month

$$= \frac{(\text{Average WPC in Last Month}) - (\text{Average WPC in the Current Month})}{(\text{Average WPC in Last Month})}$$

$$\text{Average Reduction Rate} = \frac{\text{Sum of Reduction Rate of the Three Specific Months}}{3}$$

- **傑出減廢大獎 (適用於活動一)** – 在每月份平均減廢率為正值下，於「第四個月」(即最終月份) 的 WPC 量最低者可獲此獎。

Waste Reduction Grand Award (For Activity 1) – Schools achieving the lowest actual WPC in the “4th Month” (i.e. the last period), provided that their average reduction rate is positive.

- **綠色餐具大獎 (適用於活動二)** – 對比適應期及穩固期的平均值，錄得減幅最大的參與學校可獲此獎。

Green Cutlery Award (For Activity 2) – Schools achieving the highest reduction rate in the use of disposable cutlery, after comparing the average quantity used at the consolidation stage against the adaptation stage.

上述獎項各設冠、亞、季軍，得獎學校將獲頒發獎狀及現金獎，詳情如下：

For each type of the aforesaid award, a champion, a 1st runner-up and a 2nd runner-up will be selected. Winning schools will be awarded certificates and cash prizes as follows –

獎項 Award	獎品 Prize
冠軍 Champion	獎狀及港幣8,000元 Certificate and cash prize of HK\$8,000
亞軍 1 st Runner-up	獎狀及港幣5,000元 Certificate and cash prize of HK\$5,000
季軍 2 nd Runner-up	獎狀及港幣3,000元 Certificate and cash prize of HK\$3,000

- **積極參與獎** – 連續兩學年 (即 2015/16 及 2016/17) 提交報告的學校可獲贈價值港幣 500 元的書券。

Active Participation Award – Schools which have submitted reports for two consecutive school years (i.e. 2015/16 and 2016/17 school years) will be awarded a HK\$ 500 book coupon.

VII. 查詢 Enquiries

如對計劃有任何查詢，請致電 2948 8129 與項目協調辦公室聯絡。

For any enquiries about this award scheme, please contact the Project Coordination Office at 2948 8129.

致：項目協調辦公室
 新界大埔露屏路 10 號
 香港教育大學 D3 座 1 樓 37 室
 科學與環境學系
 葉世杰先生 (D3-1/F-22B)
 (電郵: yipsk@eduhk.hk)
 (傳真號碼: 2948 7676)

To: Project Coordination Office
 Room 37, 1/F, Block D3, SES, EdUHK,
 10 Lo Ping Road, Tai Po, New Territories
 Attn.: Mr Eddie Yip (D3-1/F-22B)
 (E-mail: yipsk@eduhk.hk)
 (Fax No.: 2948 7676)

「咪嚟嘢校園減廢大獎」報名表格

“Waste Less School Award” Application Form

*本校將參加「咪嚟嘢校園減廢大獎」的活動：

- 活動一 活動二 活動一及活動二

*Our school will participate in the following activity/activities of the “Waste Less School Award”-

- Activity 1 Activity 2 Activities 1 & 2

*本校採用的磅秤:

- 須由項目協調辦公室提供
 過往由項目協調辦公室提供，但已損壞 (將退回舊儀器以安排更換)
 過往由項目協調辦公室提供且仍然性能良好
 學校自備 (請夾附所用磅秤的圖片)

*The school's measuring device:

- to be provided by the Project Coordination Office
 obtained from the Project Coordination Office but is out-of-order (To be returned for replacement)
 obtained from the Project Coordination Office and is functioning well
 already available at school (Please enclose a picture showing the device)

*請於適當方格內加上✓號 Please ✓ box as appropriate

學校名稱 School Name: (中文) _____ (English) _____

學校地址 School Address: _____

聯絡人姓名 Contact Person: _____

電話號碼 Telephone number: _____

電郵地址 E-mail Address: _____

傳真號碼 Fax number: _____

日期 Date: _____

(學校印章)

(School's Stamp)

備註：請於 2016 年 11 月 7 日 (星期一) 或之前以電郵或傳真送交項目協調辦公室。

Remark: Please submit to the Project Co-ordination Office on or before 7 November 2016 (Monday) by e-mail or fax.

致：項目協調辦公室
 新界大埔露屏路 10 號
 香港教育大學 D3 座 1 樓 37 室
 科學與環境學系
 葉世杰先生 (D3-1/F-22B)
 (電郵: yipsk@eduhk.hk)
 (傳真號碼: 2948 7676)

To: Project Coordination Office
 Room 37, 1/F, Block D3, SES, EdUHK,
 10 Lo Ping Road, Tai Po, New Territories
 Attn.: Mr Eddie Yip (D3-1/F-22B)
 (E-mail: yipsk@eduhk.hk)
 (Fax No.: 2948 7676)

「咪嗰嘢校園減廢大獎」報告
“Waste Less School Award” Report

學校名稱(中文)

School Name (English)

聯絡人姓名

Contact Person

電話號碼

Telephone Number

日期

Date

(學校印章)

(School's Stamp)

活動一 Activity 1

時段 Period	第一個月 1 st Month (14 Nov – 13 Dec 2016)	第二個月 2 nd Month (14 Dec 2016 – 13 Feb 2017)	第三個月 3 rd Month (14 Feb – 13 Mar 2017)	第四個月 4 th Month (14 Mar – 13 Apr 2017)
WPC 全月平均值 Monthly Average				
減廢率 Reduction Rate	X			

活動二 Activity 2

階段 Stage	適應期 Adaptation	穩固期 Consolidation
開始日期 Start Date		
結束日期 End Date		
平均使用即棄餐具重量 Average weight of disposed cutlery		
減幅 Reduction Rate	X	

備註：請填妥報告及附件 2 的所有記錄表，並於 2017 年 4 月 28 日（星期五）或之前送交項目協調辦公室。

Remark: Please submit the completed report and all tables of Annex 2 to the Project Coordination Office on or before 28 April 2017 (Friday).

參與學生的姓名及班級

Name and Class of Participating Students

所有參與學生將於活動期後獲頒發電子證書。

All participating students will be awarded electronic certificates after completion of the activity/activities.

活動一 Activity 1

學生姓名 Student Name	班級 Class

學生姓名 Student Name	班級 Class

活動二 Activity 2

學生姓名 Student Name	班級 Class

學生姓名 Student Name	班級 Class

Activity 1: Waste Record

第一個月 1st Month (14 November 2016 – 13 December 2016)

日期 Date										WPC 全月 平均值 Monthly Average
參與量度固體廢物的學生數目 No. of students involved in measuring solid waste										
棄置垃圾重量 (千克) Waste Weight (kg)										
記錄當日的在校人數 No. of school members on campus on sampling day										
當日人均垃圾棄置量 Waste per capita (WPC)										

第二個月 2nd Month (14 December 2016 – 13 February 2017)

日期 Date										WPC 全月 平均值 Monthly Average
參與量度固體廢物的學生數目 No. of students involved in measuring solid waste										
棄置垃圾重量 (千克) Waste Weight (kg)										
記錄當日的在校人數 No. of school members on campus on sampling day										
當日人均垃圾棄置量 Waste per capita (WPC)										

第三個月 3rd Month (14 February 2017 – 13 March 2017)

日期 Date										WPC 全月 平均值 Monthly Average
參與量度固體廢物的學生數目 No. of students involved in measuring solid waste										
棄置垃圾重量 (千克) Waste Weight (kg)										
記錄當日的在校人數 No. of school members on campus on sampling day										
當日人均垃圾棄置量 Waste per capita (WPC)										

第四個月 4th Month (14 March 2017 – 13 April 2017)

日期 Date										WPC 全月 平均值 Monthly Average
參與量度固體廢物的學生數目 No. of students involved in measuring solid waste										
棄置垃圾重量 (千克) Waste Weight (kg)										
記錄當日的在校人數 No. of school members on campus on sampling day										
當日人均垃圾棄置量 Waste per capita (WPC)										

Activity 2: Record on the amount of disposable cutlery used and reduction measures/educational activities

適應期 Adaptation Stage

日期 Date							平均值 Average
已使用即棄餐具重量 (千克) Weight of disposed cutlery used (kg)							

建立期 Shaping Stage

請簡述一項或兩項在建立期就減少即棄餐具使用量所實行的措施或舉辦的教育活動。

Please briefly introduce one or two reduction measures or educational activities on reducing the use of disposable cutlery in the Shaping Stage.

措施或活動名稱： Name of measure or activity:		措施或活動名稱： Name of measure or activity:	
日期及地點： Date and venue:		日期及地點： Date and venue:	
參與人數： No. of participants:	學生 _____人 Students _____	教職員及其他 _____人 Teaching staff & others _____	參與人數： No. of participants:
			學生 _____人 Students _____
			教職員及其他 _____人 Teaching staff & others _____
簡介內容： Content:	_____	簡介內容： Content:	_____
	_____		_____
	_____		_____
	_____		_____

穩固期 Consolidation Stage

日期 Date							平均值 Average
已使用即棄餐具重量 (千克) Weight of disposable cutlery used (kg)							