

## Appendix C

Application Guide (Form 7) – Application for Vessel to be  
approved for Delivering Inert Construction Waste to Public Fill

Reception Facilities



香港特別行政區政府

**The Government of the Hong Kong Special Administrative Region**

土木工程拓展署 **Civil Engineering Development Department**

環境保護署 **Environmental Protection Department**

廢物處置條例 (第 354 章)

**Waste Disposal Ordinance (Chapter 354)**

廢物處置(建築廢物處置收費)規例

**Waste Disposal (Charges for Disposal of Construction Waste) Regulation**

## 申請指南 (表格 7)

申請有關批准以船隻將惰性建築廢物送交公眾填料接收設施

## **Application Guide (Form 7)**

Application for Vessel to be approved for Delivering Inert Construction Waste to Public Fill Reception Facilities

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## 1. 填寫申請表

### 1.1. 注意事項

- 1.1.1. 申請人必須填寫第 I、II 及 III 部份。
- 1.1.2. 如欲在開立繳費帳戶的申請獲批後立即申請「船隻載運入帳票」，請填寫第 IV 部份。
- 1.1.3. 請用黑色或藍色原子筆並用正楷填寫各項資料。

### 1.2. 第 I 部份—申請人資料

- 1.2.1. 申請人必須持有由環境保護署發出的有效處置建築廢物繳費帳戶或豁免繳費帳戶。

### 1.3. 第 II 部份—建造工程合約資料

- 1.3.1. 「建造工程合約編號」和「建造工程合約名稱」必須是合約所顯示的編號和名稱。
- 1.3.2. 「建築廢物產生地點」必須是列明於合約上的地點。
- 1.3.3. 「建造工程合約授予的日期」以合約的簽署日期為準。
- 1.3.4. 「建造工程合約的價值」指該合約內述明的或可參照該合約而確定的可歸於該工程的代價。
- 1.3.5. 如合約上未列明「建造工程開始日期」及「建造工程完成日期」，申請人應就其所知填寫估計的日期。

### 1.4. 第 III 部份—用作棄置物料的船隻資料

- 1.4.1. 申請人必須提供下列資料的副本 (1) 由香港特別行政區海事處發出的船隻牌照及 (2) 由註冊專業工程師 (Marine & Naval Architect) 證明該船隻的最高載重計算方法。

### 1.5. 第 IV 部份—申請發出「船隻載運入帳票」

- 1.5.1. 因應所申請的「船隻載運入帳票」數量，本署將通知申請人所需按金的數目。按金的詳細資料載於「一般資料」內。
- 1.5.2. 在確認已繳付按金後，本署會通知申請人領取「船隻載運入帳票」的時間及地點。
- 1.5.3. 如選擇透過郵遞收取「船隻載運入帳票」（只適用於 20 張或以下），請連同貼上郵票及寫上回郵地址的信封（申請 1-6 張、7-13 張及 14-20 張「船隻載運入帳票」，其郵費分別為 \$1.40、\$2.20、\$3.00）與申請表一同交回，而無需選擇領票的辦事處。
- 1.5.4. 以郵遞方式收取「船隻載運入帳票」後，申請人須致電環境保護署（電話：2872 1854）確認收妥「船隻載運入帳票」。於確認的兩個工作天後（不包括星期六、日及公眾假期）方可使用有關「船隻載運入帳票」。

### 1.6. 第 V 部份—申請人聲明

- 1.6.1. 地址證明包括水／電／煤氣／固網電話收費單、已蓋釐印的租約或房屋署發出的公屋租卡的副本。

## 1. Complete the application form

### 1.1. General Notes

- 1.1.1. Applicant must complete Parts I, II and III.
- 1.1.2. Applicant needs to complete Part IV if he would like to apply for issuance of vessel chits upon approval of the application.
- 1.1.3. Please complete all items in BLOCK LETTERS using black or blue ball pen.

### 1.2. Section I – Particulars of Applicant

- 1.2.1. Applicant must have a valid billing account or exemption account for disposal of construction waste issued by Environmental Protection Department.

### 1.3. Section II – Particulars of Construction Work Contract

- 1.3.1. “Contract Number” and “Contract Name” of a construction work contract must be those as shown in the contract.
- 1.3.2. “Inert Construction Waste Generated Site” must be the same as that shown in the contract.
- 1.3.3. “Contract Award Date” is the date that the contract is signed.
- 1.3.4. “Contract Value” means the consideration attributable to such work, as stated in, or ascertainable by reference to, the contract.
- 1.3.5. If the “Construction Work Commencement Date” and “Construction Work Completion Date” are not given in the contract, applicant should give the estimated dates that are to the best of his knowledge.

### 1.4. Section III – Particulars of Vessels to be used for Disposal

- 1.4.1. Applicant shall submit Photocopy of the following information (1) Vessel Licence issued by Marine Department of HKSAR and (2) calculation of the maximum load of that vessel which is certified by a Registered Professional Engineer (Marine & Naval Architect).

### 1.5. Section IV – Application for Issuance of Vessel Chits

- 1.5.1. Subject to the number of vessel chits required, the applicant will be informed of the deposit amount to be paid. Details of the deposit arrangement are provided in the “General Information”.
- 1.5.2. After paying the deposit, the applicant will be informed of the time and location for collection of vessel chits.
- 1.5.3. Applicant who would like to receive vessel chits by post (for up to 20 chits) please submit together with the application a stamped and addressed envelope (Postage fee for chits of 1-6 nos., 7-13 nos. and 14-20 nos. are \$1.40, \$2.20 and \$3.00), without the need to select any office for collection of the vessel chits.
- 1.5.4. For receipt of vessel chits by post, the applicant should acknowledge receipt by contacting Environmental Protection Department by phone (Tel: 2872 1854). The vessel chits can be used two clear days (excluding Saturdays, Sundays and public

holidays) after confirmation.

#### 1.6. Section V – Declaration of Applicant

- 1.6.1. Bill of electricity / town gas / fixed-line telephone / water charges, a stamped tenancy agreement, or tenant's rent card issued by the Housing Authority are acceptable as documentary proof of address.

## 2. 遞交申請

- 2.1. 請將填妥的申請表及其第 V 部中列明的文件副本郵寄至下列地址：  
環境保護署  
廢物設施組  
香港堅尼地城  
域多利道88號2樓西翼  
或親身交回環境保護署／土木工程拓展署的辦事處（詳細地址見附錄 C）。

## 3. 更改資料通知

- 3.1. 如在這申請表上提供的資料在對有關申請的裁斷作出前有變更，除非該項申請已被撤回，否則申請人須在合理切實可行範圍內盡快以書面形式，將該項變更告知環境保護署署長。

## 4. 申請結果

- 4.1. 如資料欠齊備或不一致，本辦事處會要求申請人作出解釋或提供補充資料，審批申請的時間會因而較長。  
4.2. 當申請獲批或被拒後，本署均會發出申請結果通知書給申請人。

## 5. 查詢

- 5.1. 其他資料可瀏覽環保署網頁 [www.epd.gov.hk](http://www.epd.gov.hk)，如有任何查詢，請致電 2872 1838 或電郵至 [enquiry@epd.gov.hk](mailto:enquiry@epd.gov.hk) 與本署職員聯絡。

## 2. Submit the application

- 2.1. Please submit the completed application form together with copy of documentary evidence listed in Section V of the application form by post to the following address:  
Environmental Protection Department  
Waste Facilities Group  
2/F, West Wing, 88 Victoria Road  
Kennedy Town, Hong Kong  
**OR** submit in person to an office of Environmental Protection Department/Civil Engineering and Development Department (Full addresses of the offices are contained in Appendix C).

## 3. Notification of change

- 3.1. Where a change in the information provided in this form occurs before the determination of the application, the applicant shall as soon as reasonably practicable, inform the Director of Environmental Protection in writing of the change unless the application has been withdrawn.

## 4. Outcome of the application

- 4.1. If the information provided is incomplete or there are discrepancies in the information provided, applicant will be required to give an explanation or provide supplementary information, in which case the application processing time will be longer.  
4.2. On approving or rejecting an application, the applicant will be notified in writing of the outcome of the application.

## 5. Enquiry

- 5.1. For further information, please visit website of Environmental Protection Department [www.epd.gov.hk](http://www.epd.gov.hk). If you have any enquiry, please contact us at telephone number 2872 1838 or via E-mail [enquiry@epd.gov.hk](mailto:enquiry@epd.gov.hk).

## 附錄 A：個人資料收集聲明

### 收集個人資料的目的

1. 申請人在這份表格上及就有關申請所提供的個人資料，環境保護署將用於下列一項或多項用途：
  - (i) 與處理本申請事項有關的工作；
  - (ii) 統計及其他法定用途；
  - (iii) 方便政府跟你聯絡；以及
  - (iv) 辦理有關廢物處置的事務。
2. 申請人必須提供申請表格所要求的個人資料。如果你不提供足夠的資料，你的申請將被視作並非妥當作出而不會予以處理。

### 獲轉交個人資料人士的類別

3. 申請人在這份表格上及就有關申請所提供的個人資料，環境保護署可向下列人士披露：
  - (i) 索取該等資料以作上文第 1 段用途的其他政府決策局及部門；以及
  - (ii) 按有關法例獲准的其他人士。

### 查閱個人資料

4. 根據個人資料（私隱）條例第 18 條及第 22 條及附表 1 第 6 原則的規定，申請人有權查閱和更改個人資料。申請人查閱個人資料的權利，包括取得申請人所提供的個人資料副本。

### 查詢

5. 申請人如欲查詢所提供個人資料，包括查閱和更改個人資料，可寄信至「香港堅尼地城域多利道88號2樓西翼」、傳真至2591 0361或致電2872 1838，向總環境保護督察（收費課）提出。

## Appendix A: Personal Information Collection Statement

### Purpose of Collection

1. The personal data provided by means of this form and those in relation to this application will be used by the Environmental Protection Department for one or more of the following purposes:
  - (i) activities relating to the processing of this application;
  - (ii) statistical and any other legitimate purposes;
  - (iii) to facilitate communications between Government and yourself; and
  - (iv) activities relating to waste disposal matters.
2. Applicant shall provide personal data as required in this form. If you do not provide sufficient information, your application is to be treated as not properly made and will not be processed.

### Classes of Transferees

3. The personal data provided by means of the application form and those in relation to this application may be disclosed to:
  - (i) other government bureaux and departments for the purposes mentioned in paragraph 1 above; and
  - (ii) other persons as permitted by the relevant legislation.

### Access to Personal Data

4. Applicant has a right of access and correction with respect to personal data as provided for in sections 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. The right of access includes the right to obtain a copy of personal data provided by the applicant.

### Enquiries

5. Enquiries concerning the personal data collected, including the making of access and corrections, should be addressed to Chief Environmental Protection Inspector (Charging Section) by post (Address: 2/F, West Wing, 88 Victoria Road, Kennedy Town, Hong Kong), fax 2591 0361 or telephone 2872 1838.

## 附錄 C: 辦事處地址

### 環境保護署:

辦事處	辦事處地址	辦事處電話	星期一至五
總辦事處	香港灣仔告士打道 5 號稅務大樓 33 樓	2824 3773	上午九時至下午五時
修頓中心辦事處	香港軒尼詩道 130 號修頓中心 28 樓	2573 7746	
長沙灣政府合署辦事處	九龍長沙灣道 303 號長沙灣政府合署 8 樓	2150 8006	
區域辦事處 (東)	九龍九龍灣臨樂街 19 號南豐商業中心 5 樓	2755 5518	
區域辦事處 (南)	香港鰂魚涌海灣街 1 號華懋交易廣場 2 樓	2516 1718	
區域辦事處 (西)	新界荃灣西樓角路 38 號荃灣政府合署 8 樓	2417 6116	
區域辦事處 (北)	新界沙田上禾輦路 1 號沙田政府合署 10 樓	2158 5757	
廢物設施組辦事處	香港堅尼地城域多利道 88 號 2 樓西翼	2872 1869	

### 土木工程拓展署:

辦事處	辦事處地址	辦事處電話	星期一至五
填料管理部	九龍公主道 101 號土木工程拓展署大樓 5 樓	2762 5608	上午九時至下午十二時三十分及 下午一時三十分至五時十五分

## Appendix C: Office Addresses

### Environmental Protection Department:

Office	Address	Contact Tel.	Mon-Fri
Head Office	33/F., Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong.	2824 3773	9:00a.m. – 5:00p.m.
Southern Centre Office	28/F., Southern Centre, 130 Hennessy Road, Wanchai, Hong Kong.	2573 7746	
Cheung Sha Wan Government Offices	8/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon.	2150 8006	
Regional Office (East)	5/F., Nan Fung Commercial Centre, 19 Lam Lok Street, Kowloon Bay, Kowloon.	2755 5518	
Regional Office (South)	2/F., Chinachem Exchange Square, 1 Hoi Wan Street, Quarry Bay, Hong Kong.	2516 1718	
Regional Office (West)	8/F., Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan, New Territories.	2417 6116	
Regional Office (North)	10/F., Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories.	2158 5757	
Waste Facilities Group Office	2/F., West Wing, 88 Victoria Road, Kennedy Town, Hong Kong.	2872 1869	

### Civil Engineering and Development Department:

Office	Address	Contact Tel.	Mon-Fri
Fill Management Division	5/F, Civil Engineering and Development Building, 101 Princess Margaret Road, Kowloon.	2762 5608	9:00a.m. – 12:30p.m. & 1:30p.m. – 5:15p.m.

**CONSTRUCTION WASTE DISPOSAL**  
**CHARGING SCHEME**

**FOR VESSEL DISPOSAL AT PUBLIC FILL  
RECEPTION FACILITIES**

**A. BASIC CONDITIONS**

**B. CONDITIONS OF USE FOR VESSEL  
DISPOSAL**

**C. GENERAL INFORMATION**



## **Construction Waste Disposal Charging Scheme**

### **DEFINITIONS**

- (a) *Director* – means the Director of Environmental Protection.
- (b) *Vessel Chit* – means a Chit issued to account-holder in accordance with Section C4: Vessel Chit Issuance.
- (c) *Government* – means the Government of the Hong Kong Special Administrative Region.
- (d) *Account-holder* – means a person or a company who has established a billing account under the Charging Regulation.
- (e) *Charging Regulation* – means Waste Disposal (Charges for Disposal of Construction Waste) Regulation (Cap. 354N).
- (f) *Maximum load* – means the weight of the maximum load that the vessel is capable of carrying, as determined by the Director under Section 12(2) of the Charging Regulation.
- (g) *Notification Period* – means a specified period of time as determined by the Director for which a vessel chit reported lost by the account-holder will be voided.
- (h) *Prescribed charge* – means a landfill charge, sorting charge or public fill charge.
- (i) *Prescribed facility* – means a landfill, refuse transfer station (Outlying Islands Transfer Facilities), sorting facility or public fill reception facility.

### **A. BASIC CONDITIONS**

#### **A1 General**

- (1) Basic Conditions are made under the Charging Regulation and should be read in conjunction with the Charging Regulation, Conditions of Use for Vessel Disposal and General Information.
- (2) Upon approval of the application of vessel disposal, the successful applicant shall deem to have accepted the conditions of the Basic Conditions set out herein and to be bound by them.
- (3) In the event of any breach of the Basic Conditions, the Director may revoke the approval.
- (4) The account-holder shall ensure that the billing account is solely used for paying any prescribed charge payable in respect of construction waste generated from construction works under the contract specified in the application. The billing account shall not be used for the disposal of any other construction waste from other construction waste generated sites not specified in the application form.

#### **A2 Changes of Information**

- (1) The account-holder shall as soon as reasonably practicable inform the Director in writing of any changes in the information provided to the Director in relation to the vessel disposal.

#### **A3 Accounting Procedures**

- (1) The account-holder shall inform the Director if a notice of demand is NOT received within

## **Construction Waste Disposal Charging Scheme**

14 days of the date of monthly cut-off for purpose of determining the prescribed charge and issuance of monthly notice of demand. Non-receipt of the notice of demand does not exempt the account-holder from the requirement to pay the prescribed charges and surcharge on or before the due dates stated on the notice of demand.

- (2) Upon receipt of the notice of demand, the account-holder shall examine the notice and notify the Director in writing of any error or omission within 7 days from the receipt of the notice of demand. The Director shall investigate such error or omission. If investigation on such error or omission cannot be finalised before the due date stated on the notice of demand, the account-holder shall settle such notice of demand first.
- (3) The notice of demand shall be final and conclusive in the absence of manifest error. The account-holder shall pay the prescribed charges and where applicable surcharge as specified in the notice of demand.
- (4) If an account-holder does not settle the notice of demand for prescribed charges on or before the due date, he shall also be liable to pay a surcharge as shown in the notice of demand within 14 days from the date of which the surcharge becomes payable. Upon expiry of the 14 days, the Director may suspend the billing account if the outstanding charges remain unsettled.
- (5) Upon suspension of the billing account, the account-holder will be notified through a final notice of demand requiring him to pay, within 14 days from the date of that notice:
  - the prescribed charges and surcharge that have not been paid as required under Paragraph A3(4); and
  - any other outstanding prescribed charges incurred by him on that billing account before the suspension, whether or not that charge has become due for payment.

Upon expiry of the 14 days, the Director may revoke the billing account if the final notice of demand remains unsettled.

### **B. CONDITIONS OF USE FOR VESSEL DISPOSAL**

#### **B1 General**

- (1) Conditions of Use for Vessel Disposal are made under the Charging Regulation and should be read in conjunction with the Charging Regulation, Basic Conditions and General Information.
- (2) Upon approval of the application for vessel disposal, the successful applicant shall deem to have accepted the conditions of the Conditions of Use for Vessel Disposal set out herein and to be bound by them.
- (3) In the event that an inert construction waste load is not delivered in accordance with the Conditions of Use for Vessel Disposal, the waste load concerned will not be accepted for disposal at the prescribed facility.
- (4) Use of Vessel Chit is governed by the Basic Conditions and Conditions of Use for Vessel

## **Construction Waste Disposal Charging Scheme**

Disposal accompanied with the billing account.

### **B2**      Use of Vessel Chit

- (1) Vessel chits shall be used solely in respect of the contract specified in the application.
- (2) Inert construction waste may be accepted for disposal at a prescribed facility only if the person delivers it or on whose behalf it is delivered, is the account-holder of the valid billing account for the contract specified in the application.
- (3) A Vessel Chit is valid for use at a prescribed facility if all the required fields (i.e. "Prescribed Facility", "Date of Use", "Issued by" and "Vessel Licence No." of the vessel using the Vessel Chit) have been completed clearly in the appropriate space provided on the Vessel Chit. A Vessel Chit is only valid for vessel with the Vessel Licence No. as shown on the Vessel Chit.
- (4) Account-holder or the person delivering inert construction waste on his behalf shall present Parts B & C of a valid Vessel Chit to the facility operator and follow instructions of the operator for disposal of inert construction waste.
- (5) Any damage or alteration made to a Vessel Chit will render the Vessel Chit invalid. Invalid Vessel Chits shall not be used.
- (6) The account-holder shall be responsible for the safe custody of the Vessel Chits.

### **B3**      Inert Construction Waste Acceptance Criteria

- (1) The inert construction waste accepted by public fill reception facility shall consist **entirely of inert construction waste** as stipulated in column 3 of item 4 in Schedule 2 of Waste Disposal (Designated Waste Disposal Facility) Regulation (WD(DWDF)R). For inert construction waste mixed with other wastes not complying with the acceptance criteria of the public fill reception facility, rejection advice will be provided to the Vessel Master.

### **B4**      Inert Construction Waste Disposal Procedures at Prescribed Facilities

- (1) On arrival at the mooring of the prescribed facility, the Vessel Master needs to present the Vessel Chit and report to the Officer-in-Charge of the prescribed facility. The use of berth and disposal order will be on first-come-first-serve basis. The duration for disposal would depend on various factors such as the number of barges awaiting for the disposal operation, handling capacity of the prescribed facility and existing site conditions. Users shall include these factors in planning the programme of vessel disposal.
- (2) The Vessel Master shall provide assistance on board and allow access to the Officer-in-Charge or his authorized officer of the prescribed facility to inspect the inert construction waste load on the vessel. Vessel carrying waste load with **entire inert content** of construction waste will be allowed to enter the prescribed facility for disposal. Otherwise (i.e. not loaded with entire inert content), the vessel will not be allowed to enter

## **Construction Waste Disposal Charging Scheme**

- the prescribed facility for disposal. If unacceptable material is found during the unloading of material, the remaining load will be rejected.
- (3) If the load in the vessel is suspected containing large amount of non-inert material covered by the inert material, the Officer-in-Charge or his authorized officer could conduct further inspection to ensure the load is comply with the acceptance criteria (i.e. entire inert content). The Vessel Master shall provide necessary assistance to facilitate the inspection.
  - (4) The Vessel Master or the hauler shall be responsible for unloading the inert construction waste material from the vessel to the seafront loading area designated by the Officer-in-Charge of the prescribed facility.
  - (5) The Vessel Master shall follow the order or signal of the authorized officer
    - (i) to stop his vessel immediately;
    - (ii) to move the vessel to or to moor at any place within the prescribed facility; or
    - (iii) to leave the prescribed facility.
  - (6) On request of the authorized office, the Vessel Master shall:
    - (i) produce the licence issued by Director of Marine in respect of the vessel under regulation 3 of the Merchant Shipping (Miscellaneous Craft) Regulations (Cap. 313 sub. leg. F) for examination;
    - (ii) give the name and address of the registered owner of the vessel; and
    - (iii) to provide information about the waste being carried on the vessel.

### **B5**      General Construction Waste Vessel Disposal Requirements

- (1) The vessel for the purpose of disposal shall be steel lighter or steel hopper barge.
- (2) The load carried by a vessel using the waste disposal service of the prescribed facilities shall not exceed the maximum load as agreed with the Director.
- (3) Vessels shall be properly maintained and shall not leak and cause pollution to the prescribed facilities and the marine environment in the vicinity.
- (4) Vessels shall be safely operated when using waste disposal service at the prescribed facilities.
- (5) In the event of accident/fire, the Vessel Master shall report to and seek assistance immediately from the facility operator and follow his instruction strictly.
- (6) The Vessel Master shall at all times follow the traffic control signs/signals within the prescribed facilities unless otherwise directed by the facility operator. He shall at all times be aware of other persons in the prescribed facilities when he performs any activity within the prescribed facilities.
- (7) The use of vessel horn in the prescribed facilities is prohibited unless under emergency situation in order to avoid danger to life or property.
- (8) The Vessel Master shall dip the headlights of his vessel within the prescribed facilities when the headlights are in use.

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### **B6**      Master Delivery Programme and 4-weeks Rolling Programme

- (1) The account holder shall submit a Master Delivery Programme and notify CEDD at least 28 days in advance prior to the commencement of vessel disposal works.
- (2) The account holder shall submit the 4-weeks Rolling Programme to CEDD on weekly basis.

### **C.**      GENERAL INFORMATION

#### **C1**      General

- (1) The Director shall not be liable to any person for any damage or loss caused due to closure of any prescribed facilities as a result of routine maintenance/overhaul, urgent repairs, or any other reasons with or without prior notice.
- (2) No gift or advantage shall be offered to any operators of the prescribed facilities. The account-holder or whom on his behalf is advised to report to the Independent Commission Against Corruption (ICAC) if any operators of the prescribed facilities solicit advantages from him.

#### **C2**      Determination of Weight of Inert Construction Waste

- (1) The Maximum Load of the vessel as determined by the Director of Environment Protection shall be used for the purpose of calculating the public fill charge. Only approved vessels shall be used for the delivery of inert construction waste material to the prescribed facility.

#### **C3**      Accounting Procedures

- (1) Upon approval of a billing account application, the account-holder will be notified the date of monthly cut-off for purpose of determining the prescribed charges and issuance of monthly construction waste transaction information and the notice of demand for payment of prescribed charges. If the date falls on a public holiday, the date shall be the following working day.
- (2) The monthly notice of demand will be sent to the account-holder by post. Monthly construction waste transaction information can either be sent by post or through E-mail at the account-holder's choice. Hard copy will not be sent if construction waste transaction information has been sent by E-mail.
- (3) The amount of prescribed charges specified in the notice of demand shall be calculated as the sum of all the prescribed charges payable in respect of the weight of each load of construction waste delivered by the account-holder or on his behalf to the prescribed facilities for the period as specified in the notice of demand.
- (4) For settlement of outstanding notices of demand, payment of any monies shall be used to settle the outstanding amounts including the surcharges stated in the notices of demand in

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the chronological order of their due dates.

- (5) On the application of the account-holder for reinstating a suspended/revoked billing account, the Director may, with or without conditions, reinstate the billing account if all the outstanding prescribed charges and surcharge under the suspended/revoked account have been paid.

### **C4**      Vessel Chit Issuance

- (1) For request of Vessel Chit issuance, the account-holder is required to pay a deposit as security for payment of prescribed charges and surcharges under the Charging Regulation.
- (2) When the account-holder requests for Vessel Chit issuance, he is required to pay a deposit of \$40,000 for each chit. For issuance of more Vessel Chits, additional deposit on a pro-rata basis (i.e. \$40,000 per vessel chit) shall be paid.
- (3) The account-holder may apply in writing for issuance of additional Vessel Chits.
- (4) For collection of Vessel Chits in person, any person to whom or on whose behalf the Vessel Chits are issued will be required to produce his identity document to the Director for examination.
- (5) For receipt of Vessel Chits by post, the account-holder should acknowledge receipt by contacting Environmental Protection Department by phone. The Vessel Chits can only be used two clear days (excluding Saturdays, Sundays and public holidays) after acknowledgement of receipt in the specified manner.
- (6) Damaged Vessel Chits or Vessel Chits that have become invalid due to alteration may be returned to the Director for application for re-issuance of new Vessel Chits or for refund of deposit subject to settlement of any outstanding charges.
- (7) Upon closure of the account, the account-holder shall return those unused Vessel Chits to the Director for application for deposit refund subject to settlement of any outstanding charges.

### **C5**      Loss of Vessel Chits

- (1) The account-holder shall report to the Director in writing immediately if his vessel chits have been lost/stolen.
- (2) The Director will then void the lost/stolen Vessel Chits as reported by the account-holder after a specified Notification Period following receipt of the written notification by the account-holder. The Notification Period, usually two clear days (excluding Saturdays, Sundays and public holidays), would be advised by the Director on a case-by-case basis upon receiving the written notification. After expiry of the Notification Period, the Vessel Chits reported lost/stolen by the account-holder will become invalid.
- (3) The account-holder may be liable for transactions that have already been made before expiry of the Notification Period.

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### **C6** Prescribed Facility for Vessel Disposal

- (1) Currently, there are only two public fill reception facilities, one in Tuen Mun Area 38 and one in Tseung Kwan O Area 137, for vessel disposal of inert construction waste. The Director shall give notice in the Gazette on the addition or deletion of public fill reception facility, from time to time, for the purpose of vessel disposal.

*[Words and expressions importing the masculine gender include the feminine and neuter genders. Words and expressions in the singular include the plural and vice versa.]*