



23 October 2018

Dear School Head,

**Invitation to Green School Visits and
Environmental Training Workshops of the 17th Hong Kong Green School Award**

The Environmental Campaign Committee (ECC) would like to invite the school management, teachers and non-teaching staff of your school to participate in the Green School Visits and Environmental Training Workshops of the 17th Hong Kong Green School Award (HKGSA).

The Green School Visits aim to enable past winning schools of the HKGSA to share their successful experiences in formulating school environmental management policies and implementing environmental education, while the purposes of the Environmental Training Workshops are to enrich participating schools' understanding of the assessment criteria under the 17th HKGSA and assist them in attaining the requirements of green schools.

Details of the Green School Visits and Environmental Training Workshops are at **Appendix I**. If you wish to nominate your staff members to join the activities, please complete the attached **Enrolment Form at Appendix II** and return it to the ECC Secretariat by email to schools@epd.gov.hk or by fax at 2827 8138 **on or before 9 November 2018 (Friday)**. Places will be allocated on a first-come-first-served basis and selected nominees will be notified by email / fax in due course.

Should you have any enquiries, please feel free to contact Miss WONG at 2835 2379 or Miss TANG at 2835 1738.

Yours faithfully,

(Ms Angela LEE)

Environmental Campaign Committee Secretariat

Green School Visits and Environmental Training Workshops of the 17th HKGSA

1. Green School Visits

Pre-school

Session	Time	Venue	Address
1.1	19 December 2018 (Wednesday) 10:30 a.m. – 12:00 noon	Evangelical Lutheran Church of Hong Kong Nam Cheong Kindergarten 基督教香港信義會南昌幼稚園	G/F, Cheong Chung House, Nam Cheong Estate, Sham Shui Po, Kowloon

Primary School

Session	Time	Venue	Address
1.2	29 November 2018 (Thursday) 2:30 p.m. – 4:30 p.m.	Po Leung Kuk Castar Primary School 保良局世德小學	23 Tsing Luk Street, Tsing Yi, New Territories
1.3	5 December 2018 (Wednesday) 2:30 p.m. – 4:30 p.m.	Buddhist Wing Yan School 佛教榮茵學校	6 Fung Yau Street South, Yuen Long, New Territories

Secondary School

Session	Time	Venue	Address
1.4	27 November 2018 (Tuesday) 2:30 p.m. – 4:30 p.m.	Haven of Hope Sunnyside School 靈實恩光學校	301 Anderson Road, Tseung Kwan O, New Territories
1.5	6 December 2018 (Thursday) 2:30 p.m. – 4:30 p.m.	Lingnan Dr. Chung Wing Kwong Memorial Secondary School 嶺南鍾榮光博士紀念中學	Lai King Hill Road, Kwai Chung, New Territories

Note: Free transportation will be provided between Kowloon Tong MTR Station and the schools.

備註：本會將提供免費交通接載參加者來回九龍塘港鐵站及學校

2. Environmental Training Workshops

Two Environmental Training Workshops (one for pre-school category and one for primary school and secondary school category) will be conducted this year. Schools may indicate the session (weekday session or Saturday session) they prefer in the enrollment form at **Appendix II**. **The workshops will be fixed on the dates chosen by the majority.** The ECC Secretariat will inform the participants of the confirmed date, time and venue of the workshops by mid-November 2018.

Pre-school

Session	Time	Venue	Content
2 SAT	8 December 2018 (Saturday) 10:00 a.m. – 12:00 noon	Hall, Hong Kong Army Cadets Association, 18 Kai Yip Road, Kai Yip Estate, Kowloon Bay, Kowloon	<ul style="list-style-type: none"> ✧ Environmental Infrastructure ✧ Environmental Management ✧ Environmental Education ✧ Parents' Participation in Environmental Activities (i.e. Assessment Criteria A to D)
2 THU	13 December 2018 (Thursday) 3:00 p.m. – 5:00 p.m.	Room 924, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon	

Primary School and Secondary School

Session	Time	Venue	Content
3 SAT	24 November 2018 (Saturday) 10:00 a.m. – 12:00 noon	Room 1109, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon	<ul style="list-style-type: none"> ✧ Environmental Policy and Campus Environment ✧ Environmental Management Measures ✧ Environmental Education Plan and Implementation ✧ Environmental Education Effectiveness (i.e. Supplementary Sections A to D)
3 TUE	18 December 2018 (Tuesday) 3:00 p.m. – 5:00 p.m.	Room 1105, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon	

To: Environmental Campaign Committee Secretariat
 (Attn.: Assistant Secretary (Community Relations) 2)
 (Email: schools@epd.gov.hk Fax No.: 2827 8138)

Green School Visits and Environmental Training Workshops of the 17th HKGSA
Enrolment Form

(Please complete and return this form to the ECC Secretariat **on or before 9 November 2018 (Friday)**.
 The softcopy of this form is downloadable at <http://school.ecc.org.hk>)

I nominate the following staff members to join the captioned activities:

1. Green School Visits

	Priority 1	Priority 2	Priority 3
Name			
Position			
Mobile Phone No.			
e-Services User Name			
Session No(s).			
Free Transportation Required*	Yes No	Yes No	Yes No

**Please delete as appropriate*

2. Environmental Training Workshops (Pre-school)

	Priority 1	Priority 2	Priority 3
Name			
Position			
Mobile Phone No.			
Session	(Please put '1' for the first choice and '2' for the second)		
2 SAT			
2 THU			

Environmental Training Workshops (Primary School and Secondary School)

	Priority 1	Priority 2	Priority 3
Name			
Position			
Mobile Phone No.			
Session	(Please put '1' for the first choice and '2' for the second)		
3 SAT			
3 TUE			

Note: School may nominate a maximum of 3 staff members.

Signature of School Head : _____
 Name of School Head : _____
 Name of School : _____
 Name of Contact Person : _____
 Email of Contact Person : _____
 Contact Tel. No. : _____ Fax No.: _____

School Chop

Remarks : Personal data (including name, contact number, fax number, school address and email address) provided in this form will be used for the purpose of the administration, evaluation and management of my application.

Consent Statement

The Environmental Protection Department (EPD) and/or the ECC and its Secretariat intend to use the personal data (including your name, contact number, fax number, school address and email address) that you have provided to promote the latest development, policies, activities and schemes of the EPD and /or the ECC. Should you find such use of your personal data not acceptable, please indicate your objection by ticking the box below -

I object to the proposed use of my personal data in any marketing activities arranged by the EPD and/or the ECC and its Secretariat.