

Student Environmental Protection Ambassador Scheme 2024/25

Aims/Objectives

This is to invite primary and secondary schools to participate in the captioned scheme.

Details

2. The Environmental Campaign Committee (ECC), the Environment and Ecology Bureau, the Environmental Protection Department and the Education Bureau (EDB) have jointly organised the Student Environmental Protection Ambassador (SEPA) Scheme for all primary and secondary schools in Hong Kong since 1995. The objectives of the scheme are to cultivate students' responsibility in environmental protection, to nurture their leadership skills, and encourage them to take positive initiatives in improving the environment.

3. For details of the scheme and training, please refer to **Appendices a and b** respectively, or visit the Schools Go Green website at <https://school.ecc.org.hk/en/programmes/gpp.html>. Schools with SEPAs enrolled in Specific Environmental Badge training – Carbon Neutrality may apply for a subsidy from the ECC to organise theme-related school-based environmental education activities.

4. Schools which wish to join the SEPA Scheme in the 2024/25 school year are required to complete and return the **Registration Form** in **Appendix c** to the ECC Secretariat by email to schools@eeb.gov.hk or by fax at 2909 9516 **on or before 7 October 2024 (Monday)**.

5. The training schedule and application forms for the 2024/25 school year have been uploaded onto the Schools Go Green website (<https://school.ecc.org.hk/en/resources/forms.html#sepas>) for interested schools to nominate SEPAs to participate in the Scheme.



Enquiry

6. For enquiries, please contact the ECC Secretariat on 2835 1772.

Student Environmental Protection Ambassador Scheme 2024/25

1. Introduction

The Environmental Campaign Committee (ECC), the Environment and Ecology Bureau (EEB), the Environmental Protection Department (EPD) and the Education Bureau (EDB) have jointly organised the Student Environmental Protection Ambassador (SEPA) Scheme for students of primary and secondary schools since 1995.

2. Objectives

- To cultivate students' responsibility in environmental protection; and
- To nurture leadership among students and encourage them to take positive initiatives in improving the environment.

3. Theme: “Carbon Neutrality”

- “Carbon Neutrality” is selected as the theme of the SEPA Scheme 2024/25 to promote low-carbon lifestyle and enable students to better understand the environmental initiatives in Hong Kong.

4. Student Environmental Protection Ambassador

4.1 Background

The SEPA Scheme is organised for students who are dedicated to building up a better environment for Hong Kong. Participating students are encouraged to:

- think globally and act locally;
- keep abreast of environmental issues in Hong Kong;
- take part in environmental protection activities organised by the ECC, government departments, non-governmental organisations, environmental groups and community groups;
- plan, organise and implement environmental protection projects at schools; and
- set good examples in promoting sustainable development.

4.2 Appointment

4.2.1 All Primary 1 to Secondary 6 students are eligible to be appointed as SEPAs upon the nomination of their schools. Once appointed, the students will remain as SEPAs until the completion of their primary or secondary education. Schools do not need to nominate the appointed students again in the next school year. In addition, Senior Secondary SEPAs will have opportunities to participate in different kinds of green community services/activities organised by Environment and Ecology Bureau (EEB), EPD and/or ECC.

4.2.2 Schools may nominate **new** SEPAs and **update** the number of existing SEPAs by completing and returning the **Registration Form** in **Appendix c** to the ECC

Secretariat by email to schools@eeb.gov.hk or by fax at 2909 9516 **on or before 7 October 2024 (Monday)**.

- 4.2.3 Please contact the ECC Secretariat through email (schools@eeb.gov.hk) or phone (Tel: 2835 1772) if no acknowledgement of application is received within 7 working days from the date of the submission of application.

4.3 Levels

- 4.3.1 There are three levels of SEPAs:

Level	Class attending	Max no. of new SEPAs per school
Junior SEPAs	P.1 – P.6	20
Intermediate SEPAs	S.1 – S.6	20
Senior SEPAs	S.4 – S.6	20

4.3.2 Junior SEPAs

Junior SEPAs assume the role of assistants to teachers and act as group leaders in organising school-based environmental services/activities. Besides, they should also encourage their parents and family members to participate together in environmental services/activities and practise green living.

4.3.3 Intermediate SEPAs

Intermediate SEPAs play similar roles as Junior SEPAs but their roles should be more independent when promoting environmental activities in schools or in the community, such as taking the lead in organising the activities and serving as a facilitator in activities.

4.3.4 Senior SEPAs

For effective co-ordination of environmental activities, schools are encouraged to set up environmental clubs. All Senior SEPAs should be either the chairpersons or committee members of the environmental clubs or other clubs involving in green activities, and participate actively in environmental activities in the community.

4.4 Log Book and SEPA Badge

- 4.4.1 Each SEPA will receive a SEPA badge and a log book. The log book can be used for **a maximum of six years**. Each SEPA should record in the log book the details of the environmental activities in which he/she has organised or participated in.
- 4.4.2 For replacement of log books and badges for the existing SEPAs, schools can make their requests by completing the corresponding part on the form and submit it to the ECC.

5. **Training for SEPAs and Subsidy for Organising Activities**

5.1 Student and Teacher Training

- 5.1.1 Training for the Basic Environmental Badge and the Specific Environmental Badge is available for SEPAs under the Environmental Badge System. The ECC also provides teachers with Basic Environmental Badge Train-the-Trainer

Workshop and Environmental Training Sessions. Heads of Schools may nominate their teachers to participate in the training sessions and consider counting the time teachers spent in the training workshops as Continuing Professional Development (CPD) hours. Details of the training are shown at **Appendix b**.

5.1.2 The training schedule for the 2024/25 school year has been uploaded onto the ECC website (<https://school.ecc.org.hk/english/sepas/sepas.html>) for schools to include the training in the teaching plans.



5.2 Subsidy for School-based Environmental Activities

Schools with SEPAs participating in the “**Specific Environmental Badge training – Carbon Neutrality**” may apply for a subsidy from the ECC to organise **theme-related school-based environmental education activities** (with a maximum amount of HK\$500 for primary school and HK\$800 for secondary school) ¹.

6. Awards for SEPAs

6.1 Outstanding SEPA Awards

At the end of the school year, each school may nominate up to **three** SEPAs to receive the “Outstanding SEPA Awards”, i.e. gold, silver and bronze awards. The nomination should be based on the performance of the SEPAs in the school-based and other environmental activities in this school year, and is entirely at the discretion of the head of school.

6.2 SEPA Merit Awards

Schools may also nominate their SEPAs with good performance for the “SEPA Merit Awards” in appreciation of their dedication and contributions.

7. Enquiry

For enquiries, please contact the ECC Secretariat on 2835 1772.

¹ Schools are required to submit the duly completed Environmental Protection Activity Record Form, which is provided by the ECC, together with the required documents, and return it to the ECC Secretariat within one month upon completion of the activities for arrangement of reimbursement.

Student Environmental Protection Ambassador Scheme 2024/25 - Training

1. Basic Environmental Badge (BEB)

1.1 Objective

- To equip SEPAs with the basic environmental knowledge and skills of environmental protection.

1.2 Details

- Seminars on general knowledge of environmental protection and field trips or other training programmes will be arranged by the ECC for SEPAs to obtain the BEB.
- SEPAs who have attained the following requirements successfully will be awarded the BEB together with a certificate:
 - I. Attended the BEB Seminar organised by the ECC or Qualified Teachers and completed the assignments given by the trainer
 - II. Reported to the ECC **three** environmental services/ activities:
 - Attended at least one activity organised by the ECC
 - Attended at most one school-based activity
 - The total participation time for each service or activity should be no less than one hour

2. Specific Environmental Badge (SEB)

2.1 Objective

- To provide SEPAs with in-depth training on specific environmental topics.

2.2 Details

- Seminars, workshops and field trips on specific environmental topic will be arranged by the ECC for SEPAs who have acquired the BEBs.
- SEPAs who have attained the following requirements successfully will be awarded the SEB together with a certificate:
 - I. Attended the SEB training organised by the ECC and completed the assignments given by the trainer
 - II. Reported to the ECC **three** environmental services/ activities related to the specific environmental topic:
 - At least one of these services/activities involved active participation in planning and organisation, such as initiating school cleaning activities and organising promotion activities to raise environmental awareness, etc.
 - The total participation time for each service or activity should be no less than one hour

- Senior Secondary SEPAs who have successfully completed the above will also have an opportunity to participate in different kinds of green community services/activities organised by the EEB, EPD and/or ECC. Those who have participated in these services/activities most actively may be invited to a gathering with the Secretary for Environment and Ecology or other senior officials to exchange views on environmental issues.

3. “Basic Environmental Badge Train-the-Trainer Workshop” for Teachers

3.1 Objective

- To help teachers acquire general knowledge of environmental protection and be qualified as BEB trainers; and
- To help them develop a school-based assessment system for BEB in the long run.

3.2 Details

- Teachers who have completed the training will be presented with the “Certificate of Qualified Trainer of Basic Environmental Badge for SEPAs”.
- Qualified teachers can deliver school-based BEB Seminar to their SEPAs.

4. Environmental Training Workshops for Teachers

4.1 Objective

- To enhance teachers’ knowledge of environmental protection.

4.2 Details

- The ECC conducts teacher training on a half-day or whole-day basis. Teachers who join the training not only could familiarise themselves with general knowledge of environmental protection, in particular the government new initiatives, but also strengthen their ability in implementing environmental education.

To : Environmental Campaign Committee Secretariat
 (Attn. : Assistant Secretary (Community Relations) 2)
 (Email: schools@eeb.gov.hk Fax : 2909 9516)

Student Environmental Protection Ambassadors (SEPA) Scheme 2024/25 Registration Form

Please complete and return this form to the ECC Secretariat by email or by fax **on or before 7 October 2024 (Monday)**.
 The softcopy of this form is downloadable at <https://school.ecc.org.hk/en/resources/forms.html#sepas>.

(Please put "✓" in the appropriate box below.)

Part 1: Application for SEPA Scheme		
_____ (School Name)		
The number of SEPAs appointed for the 2024/25 school year are as follows:		
<input type="checkbox"/> Junior SEPAs (P.1–P.6)	No. of existing SEPAs	No. of new SEPAs nominated (Max. 20)
<input type="checkbox"/> Intermediate SEPAs (S.1–S.6)		
<input type="checkbox"/> Senior SEPAs (S.4–S.6 only)		
<i>(Schools operate both primary and secondary sections may select more than one category.)</i>		
No. of SEPA log books and Metal Badges required:		
	Number of Log books	Number of Metal Badges
For new SEPAs		
For existing SEPAs (for replacement*)		
	Total:	Total:
<i>*Existing SEPAs should continue to use their existing log books and badges unless they are damaged or lost.</i>		

Part 2: School Information	
Name of Teacher Advisor	(English) : _____
	(Chinese) : _____
Contact No. of Teacher Advisor	: _____
Email Address of Teacher Advisor	: _____
School Address	: _____
School Contact No.	: _____
School Fax No.	: _____
Signature of School Head	: _____
Date	: _____
(School Chop)	

Part 3: List of New SEPAs Nominated for the 2024/25 School Year

	Name (Chinese)	Name (English)	Level	Chairperson or committee member of the environmental club or other clubs involving in green activities
1.	_____	_____	_____	<input type="checkbox"/>
2.	_____	_____	_____	<input type="checkbox"/>
3.	_____	_____	_____	<input type="checkbox"/>
4.	_____	_____	_____	<input type="checkbox"/>
5.	_____	_____	_____	<input type="checkbox"/>
6.	_____	_____	_____	<input type="checkbox"/>
7.	_____	_____	_____	<input type="checkbox"/>
8.	_____	_____	_____	<input type="checkbox"/>
9.	_____	_____	_____	<input type="checkbox"/>
10.	_____	_____	_____	<input type="checkbox"/>
11.	_____	_____	_____	<input type="checkbox"/>
12.	_____	_____	_____	<input type="checkbox"/>
13.	_____	_____	_____	<input type="checkbox"/>
14.	_____	_____	_____	<input type="checkbox"/>
15.	_____	_____	_____	<input type="checkbox"/>
16.	_____	_____	_____	<input type="checkbox"/>
17.	_____	_____	_____	<input type="checkbox"/>
18.	_____	_____	_____	<input type="checkbox"/>
19.	_____	_____	_____	<input type="checkbox"/>
20.	_____	_____	_____	<input type="checkbox"/>

Remarks: You have the right to request access to and correction of personal data provided in this form. If you wish to access or correct your personal data, please contact the ECC Secretariat by email (schools@eeb.gov.hk).

Consent Statement

The Environmental and Ecology Bureau (EEB) 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 EEB 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 EEB and/or the ECC and its Secretariat.