

Waste Separation and Recycling Scheme in Schools

1. Objectives

- To enhance students' understanding of the importance of resources conservation and waste separation; and
- To encourage the practice of separating waste for recycling

2. Organisers

- Environmental Campaign Committee (ECC)
- Environmental Protection Department (EPD)
- Education Bureau

3. Sponsor

- Environment and Conservation Fund

4. Details of the Scheme

The scheme is open to all primary and secondary schools. The details are as follows –

4.1 Provision of 3-colour Waste Separation Bins

- Each participating school can apply for **no more than two sets of 3-colour waste separation bins** for free. **The bins should be placed at the outdoor area within the school campus to provide a waste separation facility for at least three years.** Each set of waste separation bins comprises three bins: blue, yellow and brown for collecting waste paper, metals and plastics respectively.
- The capacity of each bin is about 200 litres and its dimension is 0.5m [Width] x 0.4m [Length] x 1.05m [Height].



4.2 Conditions for Use

- The bins are granted to schools on a **free-of-charge basis**. Schools allocated with bins must comply with the following conditions:
 - (a) The bins should be placed at the outdoor area within the school campus for promoting resources conservation and waste separation for at least three years.
 - (b) The bins should not be placed at or along the route for fire exits/escape;
 - (c) The bins should be kept clean and tidy and appropriate measures should be taken to keep them in good condition;
 - (d) The bins will not be abandoned or placed outside the school campus;
 - (e) The bins will not be transferred to other organisations without prior written consent from the ECC; and
 - (f) If the bins are no longer usable due to natural wear and tear, the school shall arrange a recycler to collect the bins for recycling in a proper way. It is not necessary to return the bins to the organisers.
- It is entirely at the ECC's discretion to decide whether and how many waste separation bins will be distributed to each school.
- Schools planning to procure extra waste separation bins may make reference to the list of local suppliers at the EPD's Hong Kong Waste Reduction Website:
https://www.wastereduction.gov.hk/en/household/pmc_bins_supplier.htm.

4.3 Recyclables Collection Services

- To ensure proper disposal of collected recyclables, participating schools must engage recyclers for recyclables collection. Schools can consider the following options:
 - (a) The ECC can refer schools to the EPD for arranging contractor to provide free recyclables collection services. The collection schedule will be announced at the ECC website:
http://school.ecc.org.hk/english/recycling_scheme/recycling_scheme.html.
 - (b) Schools can arrange recyclables collection services themselves. They may make reference to the directory of waste recyclers at the EPD's Hong Kong Waste Reduction Website:
<https://www.wastereduction.gov.hk/en/quickaccess/vicinity.htm>.
- If schools opt to use the recyclables collection services provided by the contractor of the EPD, schools must gather and place all collected recyclables at a single collection point on the ground floor for easy access by the recyclables collection services providers and security concerns.
- The bins **would not** be allocated to schools without any proper recyclables collection arrangements.

4.4 Enrolment to the Scheme

- Interested schools should submit the completed **Application Form (Annex I)** together with the **Undertaking (Annex II)** to the ECC Secretariat by email to schools@epd.gov.hk or by fax at 2909 9516 **on or before 29 October 2021 (Friday)**.

4.5 Cessation of Recyclables Collection Services Arranged by the EPD

- To cease using the recyclables collection services arranged by the EPD, schools should submit the completed **Annex III** to the ECC Secretariat for follow-up action.

5. Enquiry

For any enquiries, please contact the Environmental Campaign Committee Secretariat:

Tel. No. : 2519 9173

Fax No. : 2909 9516

Environmental Campaign Committee Secretariat
September 2021

**Waste Separation and Recycling Scheme in Schools
3-colour Waste Separation Bins Application Form**

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

Our School # <input type="checkbox"/> applies / <input type="checkbox"/> has already applied to join the scheme and information is as follows:			
Part 1 General Information (The personal data collected in this part will be forwarded to the contractor of the ECC for the delivery and repair of waste separation bins)			
School Name	(Chinese)		
	(English)		
School Address	(Chinese)		
	(English)		
Contact Person	Name	(Chinese) (English)	
	Position		Email Address
	Contact No.		Fax No.
Part 2 Application for 3-colour Waste Separation Bins			
I) #	No. of bins required	<input type="checkbox"/> 1 set	<input type="checkbox"/> 2 sets <input type="checkbox"/> Not required
Part 3 Recyclables Collection Services			
I)	# <input type="checkbox"/> Please refer our school to the Environmental Protection Department (EPD) for arranging recyclables collection services (Please fill in Item III)		
II)	# <input type="checkbox"/> Our school has recyclables collection services:		
	a) <input type="checkbox"/> The ECC has already referred our school to the EPD for recyclables collection services. (Please fill in Item III)		
	b) <input type="checkbox"/> The existing recycler of our school is _____		
III)	If your school applies / has applied for recyclables collection services, please provide the following information for use by the EPD and their contractor.		
	Name :	Position :	
	_____	_____	
	Contact No. :	Email Address :	
	_____	_____	

Please choose as appropriate

Signature of School Head : _____
Name of School Head : _____
Date : _____

(School chop)

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 to schools@epd.gov.hk.

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.

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

Undertaking

Waste Separation and Recycling Scheme in Schools Application for 3-colour Waste Separation Bins

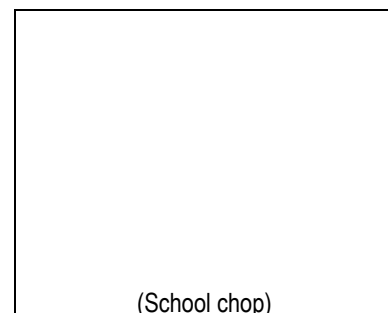
I, _____ (Name of School Head), hereby on behalf of
_____ (Name of School) undertake to participate in the “Waste
Separation and Recycling Scheme in Schools” and apply for 3-colour waste separation bins and to abide by the
following provisions:

1. Our School accepts the 3-colour waste separation bins presented by the Environmental Campaign Committee on a free-of-charge basis. We agree to place the bins within the school campus to provide waste separation facility for at least three years. Our school will ensure the cleanliness, hygiene and maintenance of the bins, and will arrange periodic collection of wastes for recycling with recyclers; and
2. Under any circumstances, our school will not abandon the bins, nor place them outside our domain. We will implement appropriate measures to prevent malicious damage of the bins. We will not transfer the bins to other organisations unless the written consent from the Environmental Campaign Committee is obtained. If the 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.

Signature of School Head: _____

Name of School Head: _____

Date: _____



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

**Waste Separation and Recycling Scheme in Schools
Cessation of Recyclables Collection Services
Arranged by the Environmental Protection Department**

Please notify the Environmental Protection Department to cease the recyclables collection services for the following school premises with effect from _____(Date).

School Name: _____

School Address: _____

Signature of School Head: _____
Name of School Head: _____
Name of Contact Person: _____
Contact No.: _____
Email Address: _____
Date: _____

(School chop)

Remarks: The personal data collected in this form will only be used for handling matters related to the above. 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@epd.gov.hk).