

# The 18<sup>th</sup> Hong Kong Green School Award NO Disposables Campus Award 2019/20

## Application Manual

贊助機構  
Sponsor



主辦機構  
Organisers



教育局  
Education Bureau

協辦機構  
Co-organisers



技術顧問  
Technical Consultant



## NO Disposables Campus Award 2019/20

### Target Participants

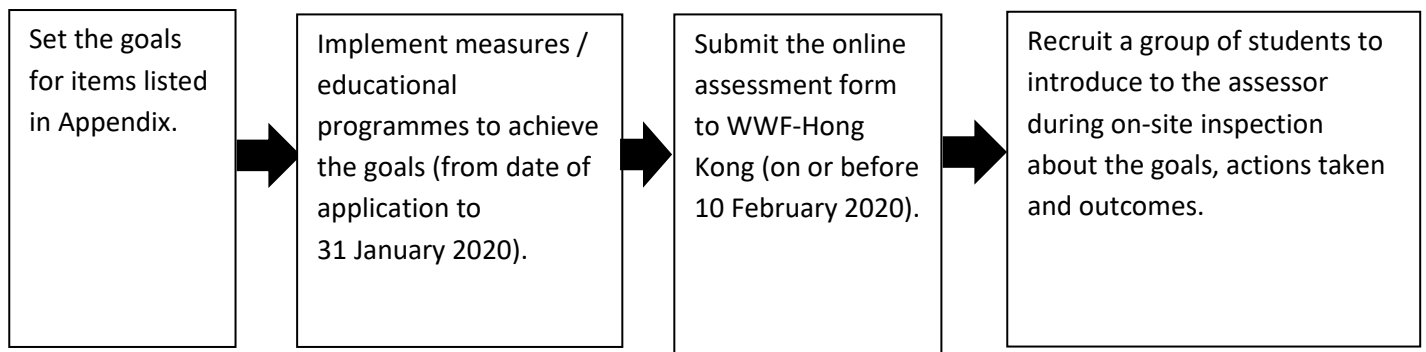
All primary and secondary schools in Hong Kong

### Objective

To encourage primary and secondary schools to avoid the use of disposables on school campuses.

### The Work Flow of the Award Scheme

Participating schools are required to –



### Application and Assessment

#### 1) Submission of application form and assessment form

Schools should complete the online application form at [https://www.wwf.org.hk/no\\_disposables\\_campus.cfm](https://www.wwf.org.hk/no_disposables_campus.cfm) on or before **17 January 2020 (Friday)**. Upon receipt of the application form, WWF-Hong Kong will send the online self-assessment form (same as appendix) to the applied schools for returning on or before **10 February 2020 (Monday)**.



[application form]

Participating schools could refer to the score for each description item in the assessment form (*Appendix*) and use the calculation method below to obtain the total credit points out of 100 –

I. Mandatory items	$\frac{\text{Total scores}}{\text{No. of relevant questions} \times 2 \text{ scores}} \times 60 =$	
II. Other items	$\frac{\text{Total scores}}{\text{Maximum scores (i.e. 9 scores)}} \times 40 =$	
Total credit points =		

Schools meeting different levels of total credit points will receive corresponding certificates –

Level	Total credit points
Good	50
Outstanding	70
Excellent	85

## 2) On-site inspection

The assessor will conduct an on-site inspection (not more than 30 minutes) for score verification during **March to May 2020**. During on-site inspection, secondary student representatives should deliver a presentation to the assessor about the goals, actions taken and outcomes while primary school student representatives may be assisted by one teacher, if required, to deliver the presentation.

### Enquiries

For any enquiries, please contact WWF-Hong Kong at 2864-1412 or email to [hkg@wwf.org.hk](mailto:hkg@wwf.org.hk) with the subject of “NO Disposables Campus Award 2019/20”.

### Note:

*The assessment of this special award is not associated with the current assessment mechanism under the 18<sup>th</sup> Hong Kong Green School Award.*

## NO Disposables Campus Award Assessment Criteria

### I. **Mandatory Items (Weighting 60%)**

#### 1. Identification of single-use items at school and their alternatives

Score	Description
0	We did not conduct any activity to identify the use of single-use items at school.
1	Student representatives and teaching staff conducted survey to identify the use of single-use items on the school campus, but did not take follow-up action to propose alternatives to reduce the use of single-use items.
2	Student representatives and teaching staff conducted survey to identify the use of single-use items on the school campus, and proposed alternatives to avoid or reduce the use of single-use items.

#### 2. Use of single-use items (e.g. plastic bag, food container, cutlery such as plastic forks and bamboo sticks for snacks, drinking straw etc.) at school tuck shop

Score	Description
0	The majority of school members still use disposable containers and cutlery at our school tuck shop.
1	We strongly encourage the use of reusable containers and cutlery at school tuck shop.
2	We use only reusable containers and cutlery at our school tuck shop.
N/A*	The school does not have any tuck shop.

#### 3. Single-use lunch boxes provided by school lunch caterer

Score	Description
0	Our selected lunch caterer provides lunch for our school with single-use lunch boxes which they claim could be recycled.
1	Our selected lunch caterer provides lunch for our school with single-use lunch boxes in this school year, but we will ensure that the lunch caterer for the next contract will use reusable lunch boxes.
2	Our selected lunch caterer uses reusable lunch boxes to provide lunch for our school.
N/A*	The school has not engaged any lunch caterer.

#### 4. Takeaway lunch (for secondary students, and teachers in both primary and secondary schools)

Score	Description
0	The majority of school members still use disposable containers and cutlery for takeaway lunch.
1	We strongly encourage students and teachers to bring their own containers and cutlery to buy takeaway lunch. About half of our school members have this habit.
2	We strongly encourage students and teachers to bring their own containers and cutlery to buy takeaway lunch. Most of our school members have this habit.

#### 5. Vending machine

Score	Description
0	Vending machine in our school still includes plastic bottled water and/or beverages.
1	Vending machine in our school does not include plastic bottled water.
2	Vending machine in our school does not include any plastic bottled water and/or plastic bottled beverages.
N/A*	There is no vending machine in the school.

## 6. Paper towel for drying hands in washrooms

Score	Description
0	We provide paper towel for students and teachers to dry their hands in washrooms.
1	We provide paper towel for students and teachers to dry their hands in washrooms, but at the same time encourage them to reduce the use of paper towel by using their own handkerchiefs for drying hands.
2	We do not provide paper towel in washrooms.

## 7. Use of single-use utensils and decorative items in school events such as Christmas party, sports day, picnic/outing, fun fairs, etc.

Score	Description
0	We use single-use utensils and decorative items in school events such as Christmas party, sports day, picnic/outing, fun fairs, etc.
1	50% of the utensils and decorative items we use in school events such as Christmas party, sports day, picnic/outing, fun fairs, etc. are reusable, while the remaining items are single-use materials.
2	We mostly utilise reusable utensils and decorative items in school events such as Christmas party, sports day, picnic/outing, fun fairs, etc.

\* Remarks : N/A means not applicable.

## II. Other Items (Weighting 40%)

8a.

Score	Description
1	Our school has promoted the above measures to parents. <i>(Schools are required to state the specific promotion method)</i>

8b.

Score	Description
3 (1 for each solution mentioned, max. 3)	Our school has formed a working group to discuss and implement possible solutions to avoid and reduce single-use items generated in school. <i>(Schools are required to state a maximum of 3 solutions <b>other than the mandatory items under Part I.</b>)</i>

8c.

Score	Description
2 (1 for each activity mentioned, max. 2)	Our school has conducted activities to encourage students, teachers and their families and friends to avoid single-use items at their personal level within or outside school. <i>(Schools are required to state a maximum of 2 activities implemented)</i>

## 9. Plan to stop the use of disposable items

Score	Description
0	Our school does not have any plan to stop the use of disposable items.
1	Our school has devised a short-term plan to stop the use of disposable items. (Less than 12 months)
2	Our school has devised short-term and mid-term plan to stop the use of disposable items. (12 months to 24 months)
3	Our school has devised short-term, mid-term and long-term plan to stop the use of disposable items. (more than 24 months)