



產品環保責任 (受管制電器) 規例
PRODUCT ECO-RESPONSIBILITY (REGULATED ELECTRICAL EQUIPMENT) REGULATION

登記供應商的申報
Registered Supplier's Return

請先閱讀「供應商須知」，才填寫本申報表
請以正楷填寫各項資料
Please read the "Notes for Suppliers" before filling in this return
Please complete all items in BLOCK LETTERS

登記供應商名稱

Name of the Registered Supplier: _____

登記編號

Registration No.: _____

申報期：

Reporting period:

一般登記適用 Applicable to Ordinary Registration –

年份 Year: _____

整季 Full Quarter : 季度 Quarter: 1 / 2 / 3 / 4 * * 請刪去不適用者
Please delete where inapplicable

非整季 Partial Quarter, 由 from _____ 到 to _____

短期登記適用 Applicable to Short-Term Registration –

登記生效期間 Validity period of the registration, 由 from _____ 到 to _____

請在適當方格內填上[✓] 號 Please tick as appropriate

| A 段 就受管制電器所作的申報 Part A Return in respect of Regulated Electrical Equipment ("REE") | | | | | |
|---|--|--|---|--|---------------------------|
| 受管制電器類別 Class of REE | C1-數量 Quantity 香港製造及分發 Manufactured in HK and distributed | C2-數量 Quantity 進口及分發 Imported and distributed | D1-數量 Quantity 香港製造及初次使用 Manufactured in HK and used for the first time | D2-數量 Quantity 進口及初次使用 Imported and used for the first time | 總數 Total (C1+C2+D1+D2) |
| <input type="checkbox"/> 電冰箱 Refrigerator | | | | | |
| <input type="checkbox"/> 電視機 Television | | | | | |
| <input type="checkbox"/> 空調機 Air conditioner | | | | | |
| <input type="checkbox"/> 洗衣機 Washing machine | | | | | |
| <input type="checkbox"/> 電腦 Computer | | | | | |
| <input type="checkbox"/> 列印機 Printer | | | | | |
| <input type="checkbox"/> 掃描器 Scanner | | | | | |
| <input type="checkbox"/> 顯示器 Monitor | | | | | |

B 段 就循環再造標籤所作的申報
Part B Return in respect of Recycling Labels

| 循環再造標籤類別 Class of Recycling Label | L1 數量 Quantity 申報期開始時 管有（例如： 承上申報期） Possessed when the reporting period began (e.g. brought forward from the previous reporting period) | L2 數量 Quantity 申報期內從環 保署免費取得 Obtained free of charge from EPD during the reporting period | L3 數量 Quantity 申報期內以其他 方式取得 Obtained by other means during the reporting period | L4 數量 Quantity 申報期內分發 受管制電器時 提供 Provided when distributing REE during the reporting period | L5 數量 Quantity 申報期內以其他 方式轉移 Transferred by other means during the reporting period | L6 數量 Quantity 申報期內損壞 或遺失 Damaged or lost during the reporting period | L7 數量 Quantity 申報期結束時 餘下未使用 Left unused when the reporting period ended |
|---|--|--|---|--|---|---|--|
| <input type="checkbox"/> 電冰箱 Refrigerator | | | | | | | |
| <input type="checkbox"/> 電視機 Television | | | | | | | |
| <input type="checkbox"/> 空調機 Air conditioner | | | | | | | |
| <input type="checkbox"/> 洗衣機 Washing machine | | | | | | | |
| <input type="checkbox"/> 電腦 Computer | | | | | | | |
| <input type="checkbox"/> 列印機 Printer | | | | | | | |
| <input type="checkbox"/> 掃描器 Scanner | | | | | | | |
| <input type="checkbox"/> 顯示器 Monitor | | | | | | | |

註 Notes :

- (1) 登記供應商可參考以下公式查核申報數量：

Registered suppliers may refer to the following formula to verify the quantities reported:

$$L7 = L1 + L2 + L3 - L4 - L5 - L6$$

- (2) 「申報期內從環保署免費取得」的循環再造標籤數目 (L2)，指在申報期內，登記供應商根據《產品環保責任條例》第 36(1)條取得的循環再造標籤。

The number of recycling labels “obtained free of charge from EPD during the reporting period” (L2) means those obtained by the registered supplier under Section 36(1) of the Product Eco-responsibility Ordinance during the reporting period;

- (3) 「申報期內分發受管制電器時提供」的循環再造標籤數目 (L4)，指在申報期內，登記供應商根據《產品環保責任條例》第 35(1)條提供的循環再造標籤。

The number of recycling labels “provided when distributing REE during the reporting period” (L4) means those provided by the registered supplier under Section 35(1) of the Product Eco-responsibility Ordinance during the reporting period.

- (4) 就以「申報期內以其他方式取得」(L3) 或「申報期內以其他方式轉移」(L5)的循環再造標籤數目，登記供應商 須提供有關標籤的來源及去向的相關證明文件，以供本署查閱。

For the number of recycling labels “obtained by other means during the reporting period” (L3) or “transferred by other means during the reporting period” (L5), the registered supplier must provide the relevant documentary evidence on the source and whereabouts of the labels for inspection by EPD.

- (5) 就「申報期內損壞或遺失」的循環再造標籤的數目(L6)，登記供應商 須提供相關證明文件，例如已損壞的標籤，或香港警務處發出的報失記錄，以供本署查閱。

For the number of recycling labels reported as “damaged or lost during the reporting period” (L6), the registered supplier must provide the relevant documentary evidence, e.g. the damaged recycling labels or the record for loss of property issued by the Hong Kong Police Force for inspection by EPD.

C 段 登記供應商聲明
Part C Declaration of Registered Supplier

*本人/ 我們謹此聲明，盡本人/ 我們所知所信，根據本表格所提供的資料皆為真確及完整。

*本人/ 我們已細閱供應商須知及關於*本人/ 我們個人資料的「個人資料收集聲明」。*本人/ 我們謹此聲明，*本人/ 我們在此申報表上所填報的個人資料，就*本人/ 我們所知，均屬真確及最新的資料。*本人/ 我們明白並且同意，此等個人資料，可按照「個人資料收集聲明」所述之目的而被使用。

*I/We declare that the information provided in this form is, to the best of my/our knowledge and belief, true and complete.

*I/We have read the Notes to Suppliers and Personal Information Collection Statement about *my/our personal data. *I/We declare that the personal data provided in this return are accurate and up-to-date to the best of *my/our knowledge. *I/We agree and understand that such personal data can be used according to the purposes stated in the Personal Information Collection Statement.

* 請將不適用者刪去 *Please delete where inapplicable.*

(簽署 Signature)

(姓名 Name)
(請用正楷填寫 in Block Letters)

(職位 Capacity)

代表 on behalf of :

(公司名稱及印鑑) (如適用者)
(Company Name and Chop as appropriate)

(日期)
(Date)

警告：

根據香港法例第 603 章《產品環保責任條例》第 9(1)條規定：

- * 任何人出示或提供在要項上屬虛假或具誤導性的紀錄、文件或資料，充作遵守本條例，即屬犯罪，一經定罪，可處第 6 級罰款（港幣十萬元）。

根據香港法例第 603 章《產品環保責任條例》第 9(3)條規定：

- * 任何人無合理辯解而在出示或提供根據本條例規定他須出示或提供的紀錄、文件或資料時遺漏任何要項，即屬犯罪，一經定罪，可處第 6 級罰款（港幣十萬元）。

Warning :

Under Section 9(1) of the Product Eco-responsibility Ordinance (Cap. 603):

- * A person who, in purported compliance with this Ordinance, produces or provides any record, document or information that is false or misleading in any material particular commits an offence and is liable on conviction to a fine at level 6 (HK\$100,000).

Under Section 9(3) of the Product Eco-responsibility Ordinance (Cap. 603):

- * A person who, without reasonable excuse, omits any material particular from any record, document or information required to be produced or provided by him under this Ordinance commits an offence and is liable on conviction to a fine at level 6 (HK\$100,000).

供應商須知

1 注意事項

本署在收到申報後，會以郵寄或電郵方式確認。

2 一般事項

- (a) 請用正楷填報表格。
- (b) 如表格內所提供的空間不足以列明各項資料，申請人可另加紙張填報。於另加紙張填報的每頁資料，應加上編號並附有申請人的簽署或公司印章。

3 重要事項提示

- (a) 登記供應商須定期向本署呈交申報：
 - (i) 就一般登記而言，申報須按季度呈交，並在每季的最後一天（即3月31日、6月30日、9月30日及12月31日）後的28天內呈交。
 - (ii) 就短期登記而言，申報須涵蓋登記整個生效日期，並在生效結束當日後的28天內呈交。
違者首次定罪，可處第6級罰款（港幣十萬元）；再次定罪，可處罰款港幣二十萬元。
- (b) 本署在接獲申報後，會據此釐定登記供應商須繳付的循環再造徵費款額。
- (c) 登記供應商須就某年內呈交的申報，在該年之後的五年內，保留關於該申報的訂明記錄及文件，在有需要時呈交本署查閱。

4 查詢

如有任何疑問，可透過致電(2838 3111)、傳真(2318 1877)、電郵(enquiry@epd.gov.hk)或郵寄（地址：香港金鐘道66號金鐘道政府合署高座21樓），向環境保護署辦事處查詢；信封面請註明「廢電器計劃」。

Notes to Suppliers

1 Notes for Attention

Upon receipt of the form, the Environmental Protection Department (“EPD”) will issue an acknowledgement note by post or by email.

2 General Notes

- (a) Please complete the application form in BLOCK letters.
- (b) If there is no sufficient space in any part or portion to fill in all the information, you may use additional sheets, which are to be numbered and duly signed by the applicant, or stamped by the company chop on each page.

3 Important points for attention

- (a) The registered Supplier should furnish quarterly returns:
 - (i) within 28 days after the last day of each quarter, i.e. March 31, June 30, September 30 and December 31, for ordinary registration.
 - (ii) within 28 days after the end day of the whole validity period for short-term registration.Any person who commits this offence is liable, on first conviction, to a fine at level 6 (HK\$100,000); and on a subsequent conviction, to a fine of \$200,000.
- (b) The amount of recycling levy payable will be determined with reference to the return by the registered Supplier.
- (c) In respect of returns submitted in the year, the registered Supplier must keep the prescribed records and documents relating to the returns within 5 years after that year and submit them to the EPD for inspection whenever necessary.

4 Enquires

For enquiries, please contact the EPD by phone (2838 3111), by fax (2318 1877), by e-mail (enquiry@epd.gov.hk) or by post (address: 21/F, High Block, Queensway Government Offices, No. 66 Queensway, Hong Kong). For letters, please specify on the envelope “WPRS”.

遞交申報

郵寄： 將填妥的申報表郵寄至下列地址：

環境保護署
香港金鐘道 66 號金鐘道政府合署高座 21 樓
並於信封面註明：「廢電器計劃」

親身提交： 將填妥的申報表於辦公時間（星期一至五上午九時至下午五時），交到下列環保署辦事處：

| 辦事處 | 辦事處地址 | 電話 |
|------------|-----------------------------|-----------|
| 稅務大樓辦事處 | 香港灣仔告士打道 5 號 稅務大樓 33 樓 | 2824 3773 |
| 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 | 2402 5200 |
| 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 |

Submission of Return

By Post: The completed return can be sent by post to:

Address: Environmental Protection Department,
21/F, High Block, Queensway Government Offices,
No. 66 Queensway, Hong Kong

Please specify on the envelope: “WPRS”

In Person: The completed return can be submitted in person during office hours (Monday to Friday, 9:00am to 5:00pm) to the following EPD offices:

| Office | Address | Telephone |
|-----------------------------------|--|-----------|
| Revenue Tower Office | 33/F., Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong. | 2824 3773 |
| Cheung Sha Wan Government Offices | 8/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon. | 2402 5200 |
| 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, NT. | 2417 6116 |
| Regional Office (North) | 10/F., Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT. | 2158 5757 |

個人資料收集聲明

收集個人資料的目的

1. 收集個人資料的目的，在於處理《產品環保責任條例》下供應商向環保署提交的呈報。
2. 供應商在這份表格上提供的資料，環保署將用於下列一項或多項用途：
 - i. 與處理本表格呈報事項有關的工作；
 - ii. 有關環境法例的執行、執法和檢舉；
 - iii. 投訴調查；
 - iv. 統計及其他法定用途；及
 - v. 方便政府跟供應商聯絡。
3. 在本表格上提供個人資料，純屬自願性質。如果提供的資料不足夠，環保署未必可以處理這項呈報。

可能移轉資料

4. 供應商在這份表格上就有關呈報所提供的個人資料，環保署可向下列人士披露：
 - i. 其他政府決策局及部門以供處理上文第 2 段事項；及
 - ii. 按有關法例獲准的其他人士。

查閱和更改個人資料

5. 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，供應商有權查閱和更改個人資料。供應商查閱個人資料的權利，包括取得資料副本。

查詢

6. 如有任何疑問，可透過致電(2838 3111)、傳真(2318 1877)、電郵(enquiry@epd.gov.hk)或郵寄(地址：香港金鐘道 66 號金鐘道政府合署高座 21 樓)，向環境保護署辦事處查詢；信封面請註明「廢電器計劃」。

Personal Information Collection Statement

Purpose of Collection

1. The personal data in relation to this form will be used for the purpose of processing your submission to the EPD under the Product Eco-responsibility Ordinance.
2. The personal data provided in this form may be used by the EPD for one or more of the following purposes:
 - i. activities relating to processing this submission;
 - ii. administration, enforcement and prosecution of relevant environmental legislation;
 - iii. complaint investigations;
 - iv. statistical and any other legitimate purposes; and
 - v. facilitating communications between the Government and you.
3. The provision of personal data by means of this form is voluntary. If the information provided is not sufficient, the EPD may not be able to process this submission.

Transfer of Personal Data

4. The EPD may disclose the personal data provided in this submission to:
 - i. other government bureaux and departments for the purposes mentioned in paragraph 2 above; and
 - ii. other persons as permitted by the relevant legislation.

Access to and Correction of Personal Data

5. You have 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 to the Personal Data (Privacy) Ordinance. The right of access includes the right to obtain a copy of personal data provided by you.

Enquiries

6. For enquiries, please contact the EPD office by phone (2838 3111), by fax (2318 1877), by e-mail (enquiry@epd.gov.hk) or by post (address: 21/F, High Block, Queensway Government Offices, No. 66 Queensway, Hong Kong). For letters, please specify on the envelope "WPRS".