

GOVERNMENT OF  
HONG KONG SPECIAL ADMINISTRATIVE REGION

WASTE DISPOSAL ORDINANCE (Chapter 354)

Application for a new / renewal of \* Chemical Waste Collection Licence

\* Delete as necessary.

Note: Please use separate sheets where the space provided in the form is not sufficient.

**SECTION A. Applicant**

Name (Person or Company)  
(in English) \_\_\_\_\_

(in Chinese) \_\_\_\_\_

I.D. Card No. (if the applicant is an individual) \_\_\_\_\_

Business Registration Certificate No.  
(indicate by individual or by company) \_\_\_\_\_

Address in Business Registration  
Certificate \_\_\_\_\_

Telephone No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Current Chemical Waste Collection Licence No.  
(for licence renewal only) \_\_\_\_\_

Date of  
Expiry \_\_\_\_\_

**SECTION B. Maintenance Depot/Area for Keeping Plant, Vehicles or Vessels**

Business Registration Certificate No.  
(if different from above) \_\_\_\_\_

Address (if different from above) \_\_\_\_\_

Name of Manager \_\_\_\_\_

Manager's I.D. Card  
No. \_\_\_\_\_

Business Telephone  
No. \_\_\_\_\_

**SECTION C. Chemical Waste Description and Operational Details**

Briefly describe *all* waste types to be collected.

WASTE	WASTE CODE (if applicable)	PHYSICAL FORM (solid/liquid/ sludge/others, please specify)	INTENDED DAILY CAPACITY (m <sup>3</sup> or tonne)	METHOD OF COLLECTION & TRANSPORT (Lorry/vessel/ others, please specify)	INTENDED DISPOSAL FACILITY

**SECTION D. Chemical Waste Collection Vehicle or Vessel and Related Equipment**

VEHICLE TYPE & MAKE	YEAR OF MANUFACTURE	VEHICLE REGISTRATION NO.	PERMITTED GROSS VEHICLE WEIGHT (TONNE)	MAXIMUM PAYLOAD (TONNE)	LOCATION OF OVERNIGHT PARKING
1.					
2.					
3.					

VESSEL TYPE & MAKE	YEAR OF CONSTRUCTION	VESSEL LICENCE NO.	SIZE (LENGTH, BREADTH, DEPTH)	GROSS & NET REGISTERED TONNAGE	MOORING ARRANGEMENT
1.					
2.					
3.					

Other Plant and Equipment (Please specify type and quantity) ——

## **SECTION E. Supplementary Information**

Submit the following information with the application ——

1. Operational Plan

Give a detailed description of the collection operation, and

- (a) the detailed specifications of the vehicles/vessels employed to collect wastes (attach drawings and photos);
- (b) the location and layout of the maintenance depot (attach location map);
- (c) types of establishments and their geographical locations from which the wastes are to be collected;
- (d) the materials, number and size of containers or storage receptacles employed for carrying the wastes to be collected and transported;
- (e) waste handling procedures including the loading/unloading of wastes on and off the vehicles or vessels;
- (f) measures for dealing with wastes in the event of mechanical failure or minor accident of the vehicle/vessel without resulting in spillage of chemical waste to the environment [Back-Up Measures] ;
- (g) provisions made for pollution control and monitoring of possible emissions including air and noxious pollutants, dust, noise and liquid spillage during transportation [Emergency Response Plan] ;
- (h) safety equipment and Transport Emergency Cards to be provided;
- (i) manning levels, and qualifications and experience of operational personnel; and
- (j) arrangements for keeping records.

2. Resumé of Management Staff (including qualifications and relevant waste management experience).

3. Copy of supporting documents:
  - Business Registration Certificate
  - Certificate of Incorporation, if applicable
  - Vehicle Registration Document of each collection vehicle
  - Certificate of Employee Insurance
  - Certificate of Third Party Insurance of the vehicles or vessels
  - Certificate of All Risk Insurance
  - Relevant Training Certificates/Records of Operational Staff
  - Licence for the Conveyance of Dangerous Goods, if applicable
  - Hire Agreement of Vehicle/Vessel, if applicable
4. For marine vessels, submit copy of the following:
  - Ownership Certificate
  - Certificate of Survey
  - Declaration of Fitness
  - Certificate of Freeboard Assignment

### SECTION F. Declaration

I hereby certify that the particulars given above are correct and true to the best of my knowledge and belief.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name in Block Letters)

\_\_\_\_\_  
(Capacity)

on behalf of

\_\_\_\_\_  
(Company Name and Chop as appropriate)

\_\_\_\_\_  
(Date)

**Warning :** Under section 21(8) of the Waste Disposal Ordinance, an applicant who, in or in connection with an application for a chemical waste collection licence, makes any statement (whether such statement be oral or written), or furnish any information (a) which is false or misleading in a material particular and (b) which he knows or reasonably ought to know is false or misleading in such particular, commits an offence and is liable to a fine at level 6 (Maximum \$100,000).

**Personal Information Collection Statement**  
**(for General Application)**

**Purpose of Collection**

1. The personal data provided by means of this form will be used by Environmental Protection Department for one or more of the following purposes:
  - a. activities relating to the processing of your submission in this form;
  - b. administration and enforcement of relevant environmental legislation;
  - c. pollution complaint investigations;
  - d. statistical and any other legitimate purposes; and
  - e. to facilitate communications between Government and yourself.
  
2. It is obligatory for you to supply the personal data as required by this form. If you do not provide sufficient information, your application is incomplete.

**Classes of Transferees**

3. The personal data you provided by means of this form may be disclosed to :
  - a. other government bureaus and departments, and any other organisations for the purposes mentioned in paragraph 1 above, and
  - b. other persons as permitted by the relevant legislation.

**Access to Personal Data**

4. You have a right of access and correction with respect to personal data as provided for in section 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

**Enquiries**

5. Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to :  
Senior Environmental Protection Officer (Knowledge Management)  
40/F, Revenue Tower,  
5 Gloucester Road,  
Wanchai,  
Hong Kong  
Tel: 28383111  
Fax: 28383111

**How to Apply for a Chemical Waste Collection Licence**

The completed application form can be handed in at any office of Environmental Protection Department, or mailed to our Territorial Control Office (Address: 28/F, Southorn Centre, 130 Hennessy Road, Environmental Protection Department, Wanchai, Hong Kong). You must submit, together with the application form, copies of supplementary information and documents, e.g. business registration certificate, certificate of incorporation, licences of vehicles or vessels and their insurance policies, etc. You must also submit an operational plan listing out detailed arrangements for the collection and transportation of waste.

On receipt of the application, EPD will issue to you a demand note for the application fee. When we receive your payment receipt, we will start to process your application and seek further information or clarification from you. The time it takes to issue a licence will depend on how quickly you can supply complete information and pass the vehicle/vessel examination. The application fee will not be refunded. If you have any queries, please call our Senior Environmental Protection Inspector at 2835 1027.

If you intend to export the chemical waste you have collected, or import chemical waste into Hong Kong, you must obtain a waste export or import permit as appropriate. Please contact our enquiry hotline on waste import and export control at 27555462 for details.