全面推行塑膠購物袋收費
Full Implementation of the Plastic Shopping Bag Charging

全面推行
Full Implementation
2015.4.1

業界參考錦囊
Reference Guide for Retailers

環境保護署
Environmental Protection Department

3152 2299
www.epd.gov.hk

需要收費的袋
Bags Subject to Charge

有手挽的膠袋
Plastic bags with handle

有手挽孔的膠袋
Plastic bags with handle hole

有打孔虛線可撕開成手挽孔的膠袋
Plastic bags with perforated line for tearing out handle hole

平頭膠袋
Flat-top bags

有攜帶繩索或帶條的膠袋
Plastic bags with carrying string or strap

有塑膠薄面或塑膠成分的紙袋
Paper bags with plastic lamination or plastic components

以塑膠製造的不織布袋，亦稱「環保袋」
Non-woven bags, commonly known as environmental bags, which are made with plastic

給業界的七項建議
7 Tips for Retailers

1. 如適當可建立一個貨品清單，以識別豁免及非豁免貨品
   Establish a product list and differentiate exempted items from non-exempted items, where applicable

2. 在店鋪內的當眼位置清楚標明貨品的價格及折扣標籤
   Set up and display clear price label and discount label at the prominent area of the outlet

3. 把膠袋收費納入在收銀系統及收據內，並且不給予膠袋收費任何折扣
   Incorporate the PSB Charge into the cashier's system or receipt and exclude it from any discounts

4. 向供應商或製造商查詢所派發的購物袋是否含有塑膠物料，從而確定是否屬於膠袋
   Check with suppliers or manufacturers to ascertain whether bags distributed contain plastic materials and hence belong to PSBs

5. 加強培訓員工以確保運作順暢及遵守有關規定
   Provide suitable staff training to ensure smooth operation and proper compliance

6. 預先張貼及展示適當的宣傳物品以提醒顧客膠袋收費即將實施
   Display appropriate publicity materials in advance to remind customers the imminent implementation of the PSB Charging

7. 若有任何關於實施膠袋收費的問題，可參考環保署的網頁或聯絡環保署
   Make reference to EPD's website or contact EPD should there be any issues related to implementation of the PSB Charging

運作指引
Do's and Don'ts for Operation

應做的事項 Do's

- 先詢問顧客是否需要膠袋才派發，並建議顧客自備購物袋
  Always ask if customers need a PSB before distribution and suggest them to BYOB

- 盡量把豁免貨品放進同一個膠袋，以減少使用膠袋
  Always reduce the use of PSBs and put all exempted items into the same PSB as far as practicable

- 除非只用於盛載豁免貨品，否則就每個所提供的膠袋收取不少於 5 角的款額
  Always charge at least 50 cents for each PSB provided unless it is exempted

- 為顧客提供有顯示膠袋收費的收據
  Issue a receipt for the PSB charge particularly if requested by the customer concerned

- 盡可能保存交易記錄以記載膠袋的派發量及收取的膠袋收費
  Keep a record of the PSB charge collected and number of PSBs distributed as far as practicable

不應做的事項 Don'ts

- 切勿向顧客提供折扣或回贈以抵銷膠袋收費
  Do not provide any discount or rebate to offset the PSB Charge

- 切勿過量發放膠袋，不論膠袋需要收費與否
  Do not hand out more PSBs than necessary, charged or otherwise

- 切勿向顧客提供沒有收費的膠袋以盛載混合豁免及非豁免的貨品
  Do not distribute any PSB containing both exempted and non-exempted items without the PSB Charge

全面推行
Full Implementation
2015.4.1

商戶違規派發膠袋 定額罰款:
Retailers who provide plastic shopping bag in contravention of the law will be subject to a fixed penalty of:

$2,000