

# Bye Bye 微膠珠約章 - 參加表格

## Bye Bye Microbeads Charter - Participation Form

(生產商/進口商專用 For Manufacturers/Importers)



### 承諾宣言 Statement of Commitment

我們同意參與 Bye Bye 微膠珠約章，共同保護環境。

We agree to participate in Bye Bye Microbeads Charter to protect the environment together.

參加方式 **Participation Measures** (\*請刪去不適用者。Please delete as appropriate.)

- 致力減少/停止\*生產/進口\*含微膠珠的產品；  
Strive to reduce/ stop\* the production/importation\* of PCCPs containing microbeads;
- 積極籌辦或參與宣傳教育活動，鼓勵消費者選用不含微膠珠產品；  
Actively organise or participate in education and publicity activities to encourage consumers to use microbeads-free products;
- 鼓勵業務伙伴、客戶或其他公司等參與本計劃。  
Encourage business partners, clients and other parties to join the Scheme.

### 甲部分 PART A – 機構資料 Organisation Information

#### 1. 機構資料 Organisation Details :

機構名稱 Name	中文		
	English		
地址 Address	中文		
	English		
聯絡人 Contact Person		職銜 Title	
電話 Telephone		電郵 Email	

\* 請提交商業登記證副本或同等證明文件。Please submit a copy your Business Registration Certificate or equivalent document(s).

#### 2. 業務性質 Nature of Business (請於適當空格內加上「✓」號。Please put a '✓' in the appropriate box.)

<input type="checkbox"/> 生產商 Manufacturers	<input type="checkbox"/> 進口商 Importers
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#### 3. 機構規模 Business Size (請於適當空格內加上「✓」號。Please put a '✓' in the appropriate box.)

<input type="checkbox"/> 中小企業 Small and Medium Enterprises #	<input type="checkbox"/> 大企業 Corporation
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# 從事製造業而僱用少於100人的企業 或從事非製造業而僱用少於50人的企業。Manufacturing business which employs fewer than 100 persons or non-manufacturing business which employs fewer than 50 persons.

## 乙部分 PART B – 伙伴獎勵 Partnership Recognition

請於第一部分選擇伙伴級別並於適當空格內加上「✓」號。

Please select the Class of Partnership in Part 1 below and put a '✓' in the appropriate box.

第一部分 Part 1	
級別 Class	要求 Requirements
<input type="checkbox"/>	<b>金級</b> <b>Gold Class</b> 須採取在第二部分中最少二項措施 Adopt <b>AT LEAST TWO</b> of the measures in Part 2.
<input type="checkbox"/>	<b>鉑金級</b> <b>Platinum Class</b> 須符合金級的要求及採取在第三部分中全部措施 Meet requirements for Gold Class and adopt <b>ALL</b> the measures under Part 3.
第二部分 Part 2	
<input type="checkbox"/>	於店鋪/網頁中展示計劃宣傳標誌及 QR Code/連結以直達不含微膠珠品牌清單 Display publicity logo of the Scheme and QR code / link for direct access to a list of microbead-free brands in all stores or online platforms
<input type="checkbox"/>	透過機構的宣傳平台向公眾或業務伙伴宣傳本計劃或有關微膠珠的資訊 Promote the Scheme or microbead-related information on corporate promotional platforms
<input type="checkbox"/>	由最少一名員工於計劃附設的線上挑戰中取得80%或以上的分數 Achieve 80% accuracy in the online challenge of the Scheme by at least one staff
第三部分 Part 3	
於機構的宣傳平台分享本計劃或有關微膠珠的資訊五次或以上 Promote the Scheme or microbead- information via your corporate promotional platforms for 5 times or more	
誠邀三個或以上的業務伙伴、客戶或其他公司參加本計劃 Invite 3 or more business partners, clients and other companies , etc., to join the Scheme	
為員工提供培訓以為消費者解答微膠珠相關的問題 Provide training to staff for addressing microbead-related enquiries from association members / consumers	

## 丙部分 PART C – 約章聲明 Charter Declaration

本人謹此聲明，本人已獲本申請的機構授權，作出以下聲明

**I declare that I have been authorised by the Organisation of the present application to make the declaration :**

- ☒ 此項申請所提供的一切資料及有關文件均屬真確無誤及詳盡。  
that all information and supporting documents provided in this application are true, accurate and complete.
- ☒ 本機構同意遵守本計劃及約章相關條款及細則。  
that the Organisation agrees to abide by the Terms and Conditions as set out in this Scheme and Charter.  
本機構同意就推廣本計劃及約章於專題網頁或其他渠道披露或刊登此項申請所提供的機構名稱、  
品牌及產品資料。
- ☒ that the Organisation agrees to disclose or publish the name, brand(s) and product information provided in this application for the purposes of promoting of this Scheme and Charter.

授權代表簽署 Authorised Person Signature		機構印鑑 Organisation Stamp	
姓名及職位 Name & Title		日期 Date	



## 不含微膠珠聲明

### Microbead-free Declaration

本人已獲授權代表所屬機構作出聲明，本機構已盡一切合理努力以確保下列參與 Bye Bye 微膠珠約章的品牌旗下所有沖洗型個人護理及化妝產品均不含微膠珠。

I have been authorised to declare on behalf of my organisation that all reasonable efforts have been made to ensure all rinse-off personal care and cosmetic products under the brand(s) participating in the Bye Bye Microbeads Charter as listed below do not contain microbeads.

機構 Organisation			
品牌 Brand(s)			
機構代表 Representative			
電郵地址 Email Address			
職銜 Title		電話 Telephone	
簽署 Signature		機構印鑑 Organisation Stamp	

Bye Bye 微膠珠約章補充表格 – 品牌清單

Bye Bye Microbeads Charter <Supplementary Form – Lists of Brands>

(如下表不敷應用，請複印此空白補充表格另加附頁。 Please use separate sheet(s) by copying this blank Supplementary Form when the space provided in this form is not sufficient.)

品牌中文及英文名稱 Brands in both Chinese and English	不含微膠珠 Microbead-free  (✓/✗/正在淘汰Phasing-out)	沖洗型產品數目 No. of Rinse-off Products	沖洗型產品種類 Categories of Rinse-off Products 請於適當空格內加上「✓」號。 Please put a '✓' in the appropriate box.				
			磨砂產品 Exfoliator	臉部護理 Facial care	身體護理 Body care	頭髮護理 Hair care	口腔護理 Mouth care

註 Remark：請另傳品牌標誌至以下電郵 Please send the brand logo to the following email – Microbeadscheme@epd.gov.hk

規格 Specification：透明底 PNG 格式尺寸 Transparent PNG size 300 x 300 px (安全範圍 safe range- 280 x 280 px)

如欲查詢或遞交約章參加表格，請聯絡秘書處：

熱線 2594 6578 / 電郵: [Microbeadscheme@epd.gov.hk](mailto:Microbeadscheme@epd.gov.hk)

### 免責聲明

1. 政府及其人員及僱員及代理人現明確聲明，不會就自願淘汰含微膠珠的個人護理及化妝產品計劃及 Bye Bye 微膠珠約章(統稱為「該計劃」)所提供的意見、建議、訓練或訓練材料或該計劃其他方面(包括但不限於在處理或拒絕任何參加該計劃的申請，終止任何參加者的參加資格或就此作出公布，或運用從任何參加者所取得的資料時，政府或其人員或僱員或代理人的任何作為或不作為)所引致或涉及的損害、損失、法律責任、訴訟、法律程序、申索、要求、費用或開支向任何人(包括但不限於任何個人或團體(不論法團或非法團))負有任何法律責任。
2. 該計劃之參加機構應就參加該計劃而引致或涉及的事宜，自行尋求獨立專業意見。

### 條款及細則

1. 如環境保護署對任何產品的不含微膠珠聲明或經該計劃所得的資料存疑，有關參與機構須提供進一步真實準確及詳盡的資料及文件以協助環境保護署核實。若已聲明不含微膠珠產品證實含有微膠珠，有關參與機構須採取經環境保護署同意的跟進方案。環境保護署保留權利將有關品牌或產品系列從相關名單中除名。
2. 參與機構可隨時以書面通知環境保護署退出計劃。如參與機構違反條款及細則，或蓄意作出虛假聲明，環境保護署可暫停或終止該機構的參與資格。
3. 參與機構將獲發該計劃標誌及標貼以供展示於網上平台或其零售分店及銷售點當眼位置。該計劃標誌及標貼為環境保護署所擁有。如參與機構欲於其廣告、宣傳品、商業網站、流動應用程式、相關社交媒體平台或其他渠道使用該計劃標誌，必須預先提交申請予環境保護署核准。
4. 參與機構不得將該計劃標貼及標誌複印、複製、編輯、外借或給予任何第三者。該計劃標誌及標貼必須以由環境保護署提供的原狀使用，參與機構不可擅自更改其形狀、大小或顏色。
5. 參與機構若被暫停、終止參加資格或退出本計劃，須即時停止在任何媒體或以任何方式使用該計劃標誌及標貼，並須立即交還所有該計劃標誌及標貼予環境保護署。
6. 參與機構在其製造或售賣的任何產品上展示該計劃標誌並不表示該產品已獲環境保護署核准、認可或批准。
7. 環境保護署保留權利，按情況修訂該計劃的條款及細則，參與機構亦須遵守。

### 有關個人資料(私隱)條例

1. 收集資料的目的
  - i. 環境保護署及代理人將使用申請表上的個人資料作下列用途：
    - (a) 辦理該計劃申請及日後聯絡；
    - (b) 製備統計數字及進行研究；及
    - (c) 輔助組織有關海岸清潔或減廢教育及社區聯絡的活動。
  - ii. 提供個人資料純屬自願。但若未能提供有關資料，可能因此而未能處理申請及與申請者聯絡。
2. 資料傳交  
申請者所提供的個人資料，主要由環境保護署及代理人內部使用，但亦可能於有需要時因以上第一段所列目的向本署所授權的機構披露。
3. 查閱及更改個人資料  
根據個人資料(私隱)條例，申請人有權要求查閱或改正表格上的個人資料。如欲查閱或改正已填報的個人資料，請致電 2594 6578 或電郵至 [Microbeadscheme@epd.gov.hk](mailto:Microbeadscheme@epd.gov.hk)，與該計劃秘書處聯絡。

For enquiries or form submission, please contact the Secretariat via :  
Phone 2594 6578 / Email: [Microbeadscheme@epd.gov.hk](mailto:Microbeadscheme@epd.gov.hk)

### Disclaimer

1. The Government and its officers and employees and agents expressly disclaim any liability whatsoever to any person (including without limitation any individual or anybody of persons, corporate or unincorporated) for any damage, loss, liability, action, proceedings, claim, demand, costs or expenses arising out of or in relation to any advice, recommendations, training or training materials provided by the Government in relation to the Voluntary Phase-out Scheme on PCCPs with Microbeads in Hong Kong and Bye Bye Microbeads Charter (collectively referred as “the Scheme”) or otherwise in connection with the Scheme including without limitation any act or omission of the Government or its officers or employees or agents in processing or rejecting any application for participation in the Scheme, terminating the participation eligibility of any participant or promulgating such termination, or applying any information acquired from any participant.
2. The participants in the Scheme are advised to seek independent professional advice on matters arising out of or in relation to their participation in the Scheme.

### Terms and Conditions

1. If the Environmental Protection Department (EPD) has doubt concerning the microbead-free declaration of any product or the information acquired in relation to the Scheme, the relevant participant is required to provide further information and supporting documents that are true, accurate and complete to assist in the EPD’s verification. If any declared microbead-free product is confirmed to be containing microbeads, the relevant participant shall take follow-up actions endorsed by the EPD. The EPD reserves the right to remove the relevant brand(s) or product line(s) from the respective list(s).
2. A participant may withdraw from the Scheme at any time by serving a written notice to the EPD to that effect. The EPD may terminate or suspend the eligibility of a participant if the participant has failed to comply with the terms and conditions, or made false declarations deliberately.
3. A participant will be issued with a Scheme logo and QR code stickers for display on online platforms or at conspicuous location(s) of its retail outlet(s) and point(s) of sale. The Scheme logo and QR code stickers are the property of the EPD. If a participant intends to use the Scheme logo in its advertisements, promotional materials, business websites, mobile apps social media platforms or other channels, application must be submitted to the EPD for obtaining prior approval.
4. A participant must not copy, reproduce, edit, lend or give the Scheme logo and QR code stickers to any third party. The Scheme logo and QR code stickers should be used in the original form provided by the EPD and should not be modified in shape, size or colour.
5. Upon suspension or termination of participation eligibility or withdrawal from the Scheme, a participant shall immediately cease using the Scheme logo in any medium or format, and shall return all QR code stickers to the EPD immediately.
6. The display of the Scheme logo on any product manufactured or sold by a participant do not mean that the product is certified, endorsed or approved by the EPD.
7. The EPD reserves the right to amend the terms and conditions of the Scheme from time to time as appropriate. A participant shall abide by the amended terms and conditions.

### Personal Data (Privacy) Ordinance

1. Purposes of Collection
  - i. The personal data provided will be used by the EPD and its agents for the following purposes:
    - (a) handling applications for the Scheme and making communications in relation to the Scheme;
    - (b) preparing statistics and conducting research; and
    - (c) facilitating the organisation of activities related to clean shorelines campaigns or waste reduction education and community liaison activities.
  - ii. The provision of personal data is voluntary. However, failure to provide such data may impede processing the application and communicating with the applicant.
2. Classes of Transferees  
The personal data provided by applicants are mainly for use within the EPD and by its agents but may also be disclosed to other authorised parties for the purposes mentioned in Paragraph 1 above, if required.

3. Access to/Correction of Personal Data  
Applicants have the right of access and correction for the personal data provided in accordance with the Personal Data (Privacy) Ordinance. For access and correction, please contact the Scheme Secretariat at call 2594 6578 or through email to [Microbeadscheme@epd.gov.hk](mailto:Microbeadscheme@epd.gov.hk)