

主辦單位：
Organiser:



承辦單位：
Service Provider:



海洋環境管理跨部門工作小組 2024 至 2025 海岸清潔日（第一階段）
Shorelines Cleanup Day Programme 2024-2025 (Phase 1)

登記表 Registration Form

機構/學校類別：
Type of Applicant: 非牟利機構／學校／其他*
Non-profit Organisation/School/Others*

機構/學校名稱(中文)：_____

Name of Organisation/School (English): _____

機構/學校地址：
Address: _____

聯絡人姓名：
Contact Person: _____

聯絡電話：
Contact Number: _____

手提電話：
Mobile: _____

電郵地址：
E-mail: _____

*請刪去不適用者 Please delete as appropriate

總參與人數（30 至 50 人）：
Participating number (30 - 50 persons): _____

學生就讀年級（學校適用）：
Grade of students (applicable to schools): _____

	請填寫活動編號 Please fill in the event no.		請填寫活動編號 Please fill in the event no.
第一選擇： First Choice:		第四選擇： Forth Choice:	
第二選擇： Second Choice:		第五選擇： Fifth Choice:	
第三選擇： Third Choice:		第六選擇： Sixth Choice:	

負責人簽署：
Signature of
Person-in-charge: _____
負責人姓名：
Name of
Person-in-charge: _____

機構/學校印鑑：
Chop of
Organisation/School: _____
日期：
Date: _____

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暫定時間表 Tentative Schedule

活動編號 Event No.	日期及時間 Date & Time	地點 Location
1	2024 年 4 月 20 日 (六) 下午 20 Apr 2024 (Sat) PM	西貢 龍蝦灣 Lung Ha Wan, Sai Kung
2	2024 年 5 月 5 日 (日) 下午 5 May 2024 (Sun) PM	大埔 沙欄 Sha Lan, Tai Po
3	2024 年 5 月 19 日 (日) 下午 19 May 2024 (Sun) PM	西貢 碧沙灣 Bayside Beach, Sai Kung
4	2024 年 6 月 2 日 (日) 下午 2 Jun 2024 (Sun) PM	大埔 三門仔 Sam Mun Tsai, Tai Po
5	2024 年 6 月 23 日 (日) 下午 23 Jun 2024 (Sun) PM	大嶼山 寶珠潭 Po Chu Tam, Lantau
6	2024 年 6 月 30 日 (日) 上午 30 Jun 2024 (Sun) AM	西貢 沙下 Sha Ha, Sai Kung
7*	2024 年 7 月 7 日 (日) 下午 7 Jul 2024 (Sun) PM	坪洲 東灣 Tung Wan, Peng Chau
8	2024 年 7 月 21 日 (日) 下午 21 Jul 2024 (Sun) PM	西貢 相思灣 Sheung Sze Wan, Sai Kung
9	2024 年 8 月 4 日 (日) 下午 4 Aug 2024 (Sun) PM	大嶼山 水口 Shui Hau, Lantau
10	2024 年 8 月 18 日 (日) 下午 18 Aug 2024 (Sun) PM	大嶼山 大浪灣 Tai Long Wan, Lantau

*活動編號 7 不會提供交通服務，集合地點會與合辦團體再行商議。No transportation services will be provided for Event No.7, assembly location will be discussed with the successful applicant.

備註 Remarks：

- 提交登記表前請細閱附件；
Please read Appendix carefully before submitting the registration form;
- 環保署及本機構保留編排活動進行時間和詳情的最終權利；
EPD and Greeners Action reserves any rights to change the schedule and details of the events;
- 備有專車接送往返清潔地點，參加者或需在下車後步行約 5 至 10 分鐘到達清潔地點；活動編號 7 不會提供交通服務，參與者需自行安排交通，例如乘坐公共渡輪前往坪洲。
Transportation to and from the cleanup location will be provided. After getting off from coach, participants may need to walk about 5-10 minutes to reach the cleanup location; For Event No.7 no transportation services will be provided, participants require to arrange their own transportation, e.g. public ferry to Peng Chau.
- 從未參加過環保署海岸清潔日活動的非牟利機構或學校將獲優先考慮；
Priority will be given to the non-profit making organisation or school which has never participated in EPD Shorelines Cleanup Day Programme;
- 如有查詢，歡迎電郵至 jackyso@greeners-action.org 或致電 3499 1780 與蘇先生聯絡。
Should you have any inquiries, please contact Jacky So at jackyso@greeners-action.org or 3499 1780.

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附件

報名程序及須知

1. 本活動的主辦機構為環境保護署〔環保署〕，並由綠領行動擔任承辦單位。機構/學校需於該節活動兩星期前提交申請。填妥登記表後請電郵至 jackyso@greeners-action.org。
2. 活動名額先到先得，額滿即止〔登記時間以接收遞交申請之時間為準〕。
3. 每一申請機構/學校只可遞交一份登記表。綠領行動將於 3 個工作天內聯絡並回覆申請者。綠領行動會向成功申請機構/學校以電郵發出「活動確認信」確認活動事宜。
4. 如活動日兩星期前沒有收到登記，該活動將會被取消。在可行情況下，綠領行動可能會嘗試另作安排，例如安排多個單位共同組織活動。
5. 如有需要，申請機構/學校或須提交補充文件或資料。
6. 申請機構/學校須自行招募參加者，每節海岸清潔日參加人數必須介乎 30 至 50 人，並承諾在活動日進行約 3 小時的垃圾撿拾活動。
7. 申請機構/學校請於活動一星期前確認參加人數並以電郵提交有關參加者之名單，以便安排。
8. 綠領行動已為活動購買第三者責任保險與個人活動意外保險。如有需要，申請機構/學校及參加者可自行購買額外保險。

活動須知

1. 「海岸清潔日」屬戶外性質，路面或有崎嶇，為保障參加者安全，此活動不適合行動不便及輪椅使用者。
2. 所有參加者必須介乎 8 至 75 歲；8 至 12 歲之參加者需由成年義工陪同方可參與。每名成年義工最多可攜帶兩名 8 至 12 歲參加者〔此項不適用於學校參加者〕。
3. 活動當日建議參加者穿著淺色寬鬆長袖衣物和密頭鞋履、自備足夠食水及其他戶外裝備〔包括防曬防蚊用品和雨具等〕。如服飾不宜者，基於安全理由，綠領行動有權拒絕有關人士參與活動。
4. 參加者請自行評估身體狀況，如有任何不適必須於出發前通知綠領行動。如因參加者的疏忽或身體體能欠佳，而引致參加這項活動時之傷亡，環保署及其承辦單位綠領行動則無須負責。
5. 活動當日參加者們將以小組形式進行清潔海岸。
6. 綠領行動將提供以下物資及安排給參與者：
 - 勞工手套、垃圾鉗、垃圾膠袋、海岸垃圾紀錄卡等物資；
 - 在活動當日向現場參加者簡介流程及如何收集廢物數據；
 - 免費陸路交通來往清潔地點及集合點，登車集合點有待日後確認
7. 本活動不設中途離隊，申請團體必須依從活動規則及安排，否則綠領行動有權拒絕有關人士參與活動。
8. 活動編號 7 不會提供交通服務，集合地點會與合辦團體再行商議。

個人資料收集須知

1. **活動當日將進行拍攝及錄影**。有關活動照片及影片或被公開作香港特別行政區政府、環保署之公眾環保教育活動推廣和宣傳等用途，而有關清潔活動的資料、活動照片及錄影片段將會上載至「海岸清潔」專題網站〔https://www.epd.gov.hk/epd/clean_shorelines〕及社交平台分享，以鼓勵更多市民身體力行參與海岸清潔活動。
2. 是次活動收集所得之個人資料，絕對保密，並承諾只用於是次活動通訊之上。

惡劣天氣安排

1. 如天文台發出或預告**活動前兩小時或活動中途**發出「雷暴警告」、「黃色暴雨警告」或以上、「三號颱風信號」或以上，當日活動將取消或中止。
2. 如天文台沒有發出上述警告，但活動出發前兩小時或活動中途有狂風大驟雨或天氣情況極不穩定，綠領行動會致電通知相關機構/學校是否取消或中止有關活動。
3. 如活動當日公布在活動範圍內的空氣質素健康指數為八或以上，當日活動將取消。
4. 如活動取消，綠領行動將會擇日補辦活動。請保留「活動確認信」，並聯絡綠領行動另作安排。

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Appendix

Notes and procedure for registration

1. The Shorelines Cleanup Day is launched by the Environmental Protection Department (EPD) and Greeners Action (GA) is appointed as the service provider. Please email (jackyso@greeners-action.org) the completed registration form to GA **two weeks before the date of the event**.
2. Registration is on a first-come, first-served basis (submission time is based on the time of receipt).
3. Each organisation can submit ONE registration form only. All applications will be handled and contacted within 3 working days. GA shall send a confirmation notice to the successful group via email.
4. A session will be cancelled if there is no registration received two weeks before the event day. GA may also make alternative arrangements, such as collaboration between parties to co-organise cleanup events, as deemed necessary.
5. Additional documents or information from applicants may be required, if necessary.
6. Applicant **must recruit a team of 30 - 50 participants**, and 3 hours per event day should be allowed for refuse pick-up and bagging.
7. Please provide a name list of participants to GA via email **a week before the event**.
8. GA has purchased the third liability insurance and personal activity accident insurance for the event. The applicants and participants may arrange to take out additional insurance on their own where necessary.

Notes for events

1. Shorelines Cleanup Day is conducted outdoors with possible rugged road surfaces. For safety considerations, this event is not recommended for any person who is not physically fit.
2. Volunteers must be aged between 8 and 75; volunteers aged between 8 and 12 must be accompanied by adult volunteers. Each adult volunteer can only bring along two volunteers aged between 8 and 12 (Not applicable to school applicants).
3. Participants are recommended to wear long-sleeved, light-coloured clothing and closed-toe shoes, bring sufficient amount of water and prepare other useful outdoor equipment, such as sunscreen, umbrella, mosquito repellent and etc., on the event day. GA reserves the right to reject the participation of any person with inappropriate attire due to safety reasons.
4. Participants should assess their own physical condition before the event. If participants are feeling unwell, they should inform GA immediately. EPD and the service provider GA will not be liable for any injury or death which participants suffer in this event if the cause of injury or death is due to participants' own negligence or inadequacy in health and fitness.
5. Participants will conduct coastal cleaning in small groups during the event.
6. GA will provide the following items and arrangements to participants:
 - cleanup materials (e.g. gloves, tongs, garbage bags and data reporting card, etc.) on the event day;
 - an on-site briefing on cleanup procedures and refuse data collection on the event day;
 - free land transportation from a single assembly point, as agreed upon registration, to the cleanup location.
7. Early leave is not allowed after the commencement of the event. Participants must follow the instructions and arrangement of the event. Otherwise, GA reserves the rights to remove such participant from the event.
8. No transportation services will be provided for Event No.7. Assembly location will be discussed with the successful applicant.

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Notes for collecting personal information

1. **There will be filming and photo shooting during the event.** The footages and photos might be used for environmental education and publicity of the Government of the Hong Kong Special Administrative Region and EPD.
2. The cleanup event details, photos and footages will be shared on the “Clean Shorelines” website (https://www.epd.gov.hk/epd/clean_shorelines) and Social Media Platforms, with a view to encouraging more community groups and volunteers to participate in shorelines cleanup events.
3. All personal information will be kept strictly confidential and used in this event only.

Arrangements under severe weather

1. If Tropical Cyclone Signals No.3 or above is hoisted or Thunderstorm Warning or Rainstorm Signal is issued by the Hong Kong Observatory **2 hours before the gathering time or during the event**, all activities will be cancelled or suspended.
2. If the territory is under unstable weather conditions such as heavy showers and squally thunderstorms even if the above signals are not hoisted by the Hong Kong Observatory, GA shall contact the participating organisation/school whether the event shall be cancelled or not 2 hours before the gathering time.
3. If the forecast of health risk on the event day is very high or the Air Quality Health Index (AQHI) of the event place is eight or above on the event day, all activities will be cancelled.
4. If the event is cancelled, GA will re-arrange the event. Please keep the confirmation notice and contact GA for the arrangement of the alternative date.