

**AIR POLLUTION CONTROL (SPECIFIED PROCESSES) REGULATIONS**

***APPLICATION FOR VARIATION OF A LICENCE PURSUANT TO SECTION 18, OR VARIATION OR CANCELLATION OF ANY TERM OR CONDITION OF AN EXEMPTION PURSUANT TO SECTION 23, OF THE AIR POLLUTION CONTROL ORDINANCE***

To: The Authority

1. I/We\* the undersigned, being the licence/exemption\* holder of the undermentioned licence/exemption\*, hereby apply under Section 18/23\* of the Air Pollution Control Ordinance for the variation of a licence/variation or cancellation of a term or condition of an exemption\* for the conduct of the undermentioned specified process and I/we\* hereby declare the following particulars and the additional information, if any, provided are correct and the relevant plans and specifications are prepared by the qualified engineer(s)/authorized person(s) listed in paragraph 3 of the application.

I/We\* enclose the application fee of \$4,170.

This application, including plans and specifications, comprises ..... pages.

Dated this ..... day of ..... 20..... .

Signature of Applicant .....

Name .....

2. *Details of Owner(s) =*

| Name of the Owner(s)<br>(Surname First) |         | Status | Correspondence Address | Telephone Number | Identity Card/<br>Certificate of<br>Incorporation*<br>Number |
|---|---------|--------|------------------------|------------------|--|
| English                                 | Chinese |        |                        |                  |  |
|   |         |        |                        |                  |  |
|   |         |        |                        |                  |  |
|   |         |        |                        |                  |  |

\* Delete if not applicable.

= Including the applicant.

3. *Qualified Engineer/Authorized Person*

| Name of Qualified Engineer/Authorized Person (Surname First) | Correspondence Address | Telephone Number | Material= Prepared |
|--|------------------------|------------------|--------------------|
|  |                        |                  |                    |
|  |                        |                  |                    |
|  |                        |                  |                    |
|  |                        |                  |                    |

4. *Premises where the specified process is conducted*

| Name of the Premises (if any)                  |  | Address                          |  | Telephone Number |
|--|--|----------------------------------|--|------------------|
| English  | Chinese  |                                  |  |                  |
|  |  |                                  |  |                  |
| Contact Person in the Premises (Surname First) |  | Title or Position                | Correspondence Address                 | Telephone Number |
| English  | Chinese  |                                  |  |                  |
|  |  |                                  |  |                  |
| Business Registration No.                      | Certificate of Incorporation No.                           | No. of Employees in the Premises | Area of the Premises (m <sup>2</sup> ) | Land Status      |
|  |  |                                  |  |                  |
| Nature of Tenure                               | Name of Air Control Zone in which the Premises are Located |                                  |  |                  |
|  |  |                                  |  |                  |

= Including the plans and specifications mentioned in paragraphs 5 to 6.

5. *Details of Variation in Respect of which Approval is Sought*

(1) *Nature of Works*

| Existing Licence/<br>Exemption* No.   | Expiry Date (if<br>applicable) | Classification of<br>Specified Process<br>under Application | Mode of Operation<br>(Continuous/Batch) |                       | Installed/Processing*<br>Capacity  |                       |
|---------------------------------------|--------------------------------|---|---|-----------------------|------------------------------------|-----------------------|
|                                       |                                |   | Existing<br>Licence/<br>Exemption*      | Proposed<br>Variation | Existing<br>Licence/<br>Exemption* | Proposed<br>Variation |
|                                       |                                |   |   |                       |                                    |                       |
| Silo Capacity (for Cement Works Only) |                                |   | Total No. of Emission Points            |                       |                                    |                       |
| Existing Licence/Exemption*           |                                | Proposed Variation  | Existing<br>Licence/Exemption*          |                       | Proposed Variation                 |                       |
|                                       |                                |   |   |                       |                                    |                       |

(2) *Terms and Conditions to be Varied or Cancelled*

(To be completed only for application for variation or cancellation of terms and conditions imposed by the Authority on an exemption for conduct of a specified process)

| Terms and Conditions imposed on the<br>Existing Exemption | Proposed Variation or Cancellation | Justifications for such<br>Variation or Cancellation |
|---|------------------------------------|--|
|   |                                    |  |
|   |                                    |  |
|   |                                    |  |
|   |                                    |  |
|   |                                    |  |

\* Delete if not applicable.

(3) *Noxious or Offensive Emissions*  
 (a) *Existing Licence*

| Emission Point No. | Exhaust Gas Flowrate (m <sup>3</sup> /h) | Mode of Discharge to Atmosphere |                            |                                 |   |  |            | Highest Building/Structure within 100m of the Premises |              |            |
|--------------------|--|---------------------------------|----------------------------|---------------------------------|---|--|------------|--|--------------|------------|
|                    |  | Exit Temperature (°C)           | Fugitive Emission (Yes/No) | Discharge or Chimney Height (m) | If NOT discharged upward freely, please specify | Cross-section of Discharge Exit or Chimney |            |  | Distance (m) | Height (m) |
|                    |  |                                 |                            |                                 |   | Width (m)                                  | Length (m) | Diameter (m)   |              |            |
|                    |  |                                 |                            |                                 |   |  |            |  |              |            |
|                    |  |                                 |                            |                                 |   |  |            |  |              |            |
|                    |  |                                 |                            |                                 |   |  |            |  |              |            |
|                    |  |                                 |                            |                                 |   |  |            |  |              |            |
|                    |  |                                 |                            |                                 |   |  |            |  |              |            |

| Emission Point No. | Efflux Velocity (m/s) | Details of Emissions |                      |         |   |   |   |
|--------------------|-----------------------|----------------------|----------------------|---------|---|---|---|
|                    |                       | Composition          | Emission Rate (kg/h) |         | Average Daily Concentration* (mg/m <sup>3</sup> ) | Maximum Concentration* (mg/m <sup>3</sup> ) | Duration of Maximum Concentration (h/d) |
|                    |                       |                      | Average              | Maximum |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |
|                    |                       |                      |                      |         |   |   |   |

\* Expressed as at standard temperature and pressure of 0°C and 101.325 kPa.

(b) *Proposed Variation*

| Emission=<br>Point No. | Exhaust Gas<br>Flowrate<br>(m <sup>3</sup> /h) | Mode of Discharge to Atmosphere |                                  |                                       |  |   |               |                 | Highest Building/<br>Structure within 100m<br>of the Premises |               |
|------------------------|--|---------------------------------|----------------------------------|---------------------------------------|--|---|---------------|-----------------|---|---------------|
|                        |  | Exit<br>Temperature<br>(°C)     | Fugitive<br>Emission<br>(Yes/No) | Discharge<br>or Chimney<br>Height (m) | If NOT<br>discharged<br>upward freely,<br>please specify | Cross-section of Discharge<br>Exit or Chimney |               |                 |   |               |
|                        |  |                                 |                                  |                                       |  | Width<br>(m)                                  | Length<br>(m) | Diameter<br>(m) | Distance<br>(m)   | Height<br>(m) |
|                        |  |                                 |                                  |                                       |  |   |               |                 |   |               |
|                        |  |                                 |                                  |                                       |  |   |               |                 |   |               |
|                        |  |                                 |                                  |                                       |  |   |               |                 |   |               |
|                        |  |                                 |                                  |                                       |  |   |               |                 |   |               |
|                        |  |                                 |                                  |                                       |  |   |               |                 |   |               |

| Emission=<br>Point No. | Efflux<br>Velocity<br>(m/s) | Details of Emissions |                      |         |   |   |  |
|------------------------|-----------------------------|----------------------|----------------------|---------|---|---|--|
|                        |                             | Composition          | Emission Rate (kg/h) |         | Average Daily<br>Concentration*<br>(mg/m <sup>3</sup> ) | Maximum<br>Concentration*<br>(mg/m <sup>3</sup> ) | Duration of<br>Maximum<br>Concentration<br>(h/d) |
|                        |                             |                      | Average              | Maximum |   |   |  |
|                        |                             |                      |                      |         |   |   |  |
|                        |                             |                      |                      |         |   |   |  |
|                        |                             |                      |                      |         |   |   |  |
|                        |                             |                      |                      |         |   |   |  |
|                        |                             |                      |                      |         |   |   |  |

\* Expressed as at standard temperature and pressure of 0°C and 101.325 kPa.

=To be assigned by the applicant.

(4) *Fuel Usage, Raw Materials, Products and Processes/Equipment*

Describe the details of proposed variation in respect to the fuel usage, raw materials, products and processes/equipment described for the purpose of the existing licence or exemption and state what action, if any, is proposed to minimize the amount or effects of any air pollution.

6. *Drawings*

Please provide, wherever applicable,

- (1) A block plan, drawn to a scale of 1:500 and prepared by an authorized person, showing the buildings and topography surrounding the premises where the specified process is to be conducted and the location of all emission points and their corresponding numbers.
- (2) Schematic diagrams of process flow prepared by a qualified engineer, showing the flow of materials, including raw materials, materials in process of manufacture, manufactured materials, by-products and waste materials. All emission points and processes/equipment, including air pollution control equipment, associated with each emission point, must be identified and labelled with consistent reference numbers.

7. *Notes*

- (1) The Authority may require the applicant to submit any other information about the specified process under application as specified in a notice in writing served by the Authority in accordance with section 27 of the Air Pollution Control Ordinance within such time and in such form as is specified in the same notice.
- (2) This application is subject to public notification provision pursuant to section 14 of the Air Pollution Control Ordinance. The applicant, however, may apply to withhold any information contained in this application from public notification to the extent as permitted under section 40 of the Ordinance.
- (3) The expense in public notification in causing a notice to be published in an English language and a Chinese language newspaper shall be met by the applicant himself.
- (4) The Authority may grant the application, with or without modification, or refuse to grant it but shall not do so earlier than 30 or 40 days, respectively for variation or cancellation of any term or condition of exemption and variation of a licence, after the last notice is published in a newspaper.
- (5) The prescribed fee for application is NOT refundable.
- (6) Any person who provides information which he knows to be incorrect in a material respect or recklessly makes any statement which is incorrect in a material respect or knowingly omits any material particular commits an offence and is liable to a fine of \$50,000.

**Personal Information Collection Statement**  
**(for Applications concerning Specified Processes)**

**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. The provision of personal data by means of this form is voluntary. If you do not provide sufficient information, we may not be able to process your application.

**Classes of Transferees**

3. (i) The personal data you provided by means of this form may be disclosed to:
  - a. other government bureaux and departments, and any other organisations for the purposes mentioned in paragraph 1 above, and
  - b. other persons as permitted by the relevant legislation;
- (ii) For the applications under -
  - a. section 14 of the Air Pollution Control Ordinance (the Ordinance), for a licence;
  - b. section 18 of the Ordinance, for a variation of a licence; or
  - c. section 23 of the Ordinance, for a variation or cancellation of any term or condition imposed by the Authority under section 22 of the Ordinance;

and where the Secretary for the Environment directs, for the applications under -

- a. section 16 of the Ordinance, for a renewal of a licence;
- b. section 18A of the Ordinance, for a transfer of a licence; or
- c. section 21 of the Ordinance, for a licence in accordance with subsection (1)(ii) of that section;

the prescribed particulars of the application, including the name and address of the applicant, will be disclosed in a register open for inspection by the public under sections 14 and 39 of the Ordinance for the purpose of protecting air quality in Hong Kong. Under section 40 of the Air Pollution Control Ordinance, you may apply to the Secretary for the Environment to withhold from public access any information provided in this form.

**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: 2838 3111  
Fax: 2838 3111