



產品環保責任(受規管物品)規例  
**PRODUCT ECO-RESPONSIBILITY (REGULATED ARTICLES) REGULATION**

登記供應商呈交審計報告(一般登記適用)  
**Registered Supplier's Submission of Audit Report (Applicable to Ordinary Registration)**

**注意** 在填寫本表格前，請先參閱「供應商須知」。請用正楷填寫，並在適當方格內填上✓號及在標註\*號的項目刪去不適用者。  
**NOTE** Please read the “Notes to Suppliers” before completing this form. Please complete in BLOCK LETTERS, and enter ✓ in the appropriate boxes and delete inapplicable items marked with \*.

登記供應商名稱：

**Name of Registered Supplier:**

登記號碼：

**Registration No.:** EP-RA \_\_\_\_ - O - \_\_\_\_

本人／我們現根據《產品環保責任條例》(第603章)第53(1)條的規定，隨本表格呈交涵蓋以下期間的周年審計報告：

In accordance with section 53(1) of the Product Eco-responsibility Ordinance (Cap. 603), I/we hereby submit as attached to this form an annual audit report for the period covered below:

由 from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ 至 to \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(日 dd / 月 mm / 年 yyyy) (日 dd / 月 mm / 年 yyyy)

本人／我們確認 -

I/we confirm that -

- 該審計報告是按《產品環保責任條例》(第603章)第53(2)條的規定，由《專業會計師條例》(第50章)第2(1)條所界定的執業會計師擬備，而該會計師在擬備該報告時不是本人／我們的僱員。

In accordance with section 53(2) of the Product Eco-responsibility Ordinance (Cap. 603), the audit report was prepared by a certified public accountant (practising) as defined by section 2(1) of the Professional Accountants Ordinance (Cap. 50), who was not my/our employee at the time when the report was prepared.

- 核數師已按《產品環保責任(受規管物品)規例》(第603C章)第20(1)條的規定，在該審計報告內述明，按其意見並就報告涵蓋的申報而言 -

(a) 登記供應商有遵照《產品環保責任條例》(第603章)第52(4)條及《產品環保責任(受規管物品)規例》(第603C章)第15條，保留紀錄及文件；

(b) 申報是基於該等紀錄及文件擬備的；及

(c) 申報涵蓋的受規管物品的容積(以公升計)，是按照《產品環保責任條例》(第603章)報告的。

In accordance with section 20(1) of the Product Eco-responsibility (Regulated Articles) Regulation (Cap. 603C), the auditor has stated in the audit report, in his/her opinion and in relation to any return covered by the report -

(a) the registered supplier had kept records and documents in compliance with section 52(4) of the Product Eco-responsibility Ordinance (Cap. 603) and section 15 of the Product Eco-responsibility (Regulated Articles) Regulation (Cap. 603C);

(b) the return was prepared on the basis of those records and documents; and

(c) the litre volumes of the regulated articles covered by the return had been reported in accordance with the Product Eco-responsibility Ordinance (Cap. 603).

- 該審計報告附有差異清單(表格【RA-4a】)。

Discrepancy list (Form 【RA-4a】) is attached in the audit report.

## 登記供應商聲明

### Declaration of Registered Supplier

\*本人／我們謹此聲明，盡\*本人／我們所知所信，根據本表格所提供的資料皆為真確及完整。

\*本人／我們已細閱「供應商須知」及關於\*本人／我們個人資料的「個人資料收集聲明」。\*本人／我們謹此聲明，\*本人／我們在此表格上所填報的個人資料，就\*本人／我們所知，均屬真確及最新的資料。\*本人／我們明白並且同意，此等個人資料，可按照「個人資料收集聲明」所述之目的而被使用。

**\*I/We declare that the information provided in this form is, to the best of \*my/our knowledge and belief, true and complete.**

**\*I/We have read the Notes to Suppliers and Personal Information Collection Statement about \*my/our personal data. \*I/We declare that the personal data provided in this form are accurate and up-to-date to the best of \*my/our knowledge. \*I/We agree and understand that such personal data can be used according to the purposes stated in the Personal Information Collection Statement.**

\_\_\_\_\_  
(簽署 Signature)

\_\_\_\_\_  
(姓名 Name)

\_\_\_\_\_  
(職位 Capacity)

代表 on behalf of :

\_\_\_\_\_  
(公司名稱及印鑑 Company Name and Chop)  
(如適用者 if appropriate)

\_\_\_\_\_  
(日期 Date)

#### 警告：

根據香港法例第 603 章《產品環保責任條例》第 9(1)條規定：

- 任何人出示或提供在要項上屬虛假或具誤導性的紀錄、文件或資料，充作遵守本條例，即屬犯罪，一經定罪，可處第 6 級罰款（十萬港元）。

根據香港法例第 603 章《產品環保責任條例》第 9(3)條規定：

- 任何人無合理辯解而在出示或提供根據本條例規定他須出示或提供的紀錄、文件或資料時遺漏任何要項，即屬犯罪，一經定罪，可處第 6 級罰款（十萬港元）。

#### Warning:

Under section 9(1) of the Product Eco-responsibility Ordinance (Cap. 603):

- A person who, in purported compliance with this Ordinance, produces or provides any record, document or information that is false or misleading in any material particular commits an offence and is liable on conviction to a fine at level 6 (HK\$100,000).

Under section 9(3) of the Product Eco-responsibility Ordinance (Cap. 603):

- A person who, without reasonable excuse, omits any material particular from any record, document or information required to be produced or provided by him under this Ordinance commits an offence and is liable on conviction to a fine at level 6 (HK\$100,000).

## 供應商須知

### 1 呈交確認

本署在收到本表格後，會以郵寄或電郵方式確認。

### 2 提交文件

審計報告正本（如有差異清單（表格【RA-4a】），必須附於報告內）。

### 3 重要事項提示

- (a) 登記供應商須就在審計年度內的所有有關申報（即申報的申報期內有任何一日在審計年度之內），向本署呈交一份審計報告（獲豁免者除外）。
- (b) 登記供應商須在審計年度最後一日或登記撤銷日期（如該登記已被撤銷）之後的 3 個月內呈交審計報告。違者一經定罪，可處第 5 級罰款（五萬港元）。如呈交限期到期日是星期六、公眾假日或《釋義及通則條例》(第 1 章)第 71(2)條界定的烈風警告日或黑色暴雨警告日（統稱為「豁除日」），該到期日將會順延至下一個非豁除日。
- (c) 根據審計報告附上的差異清單（如有）所列明的差異，本署可：
  - (i) 調整登記供應商就其後申報（如有）所須繳付的容器循環再造徵費款額，以抵銷任何超額繳付或不足額繳付的容器循環再造徵費款額；
  - (ii) 引用《產品環保責任條例》(第 603 章)第 54(4)條，向登記供應商發出評估通知書追討任何不足額繳付的容器循環再造徵費款額；及
  - (iii) 在登記供應商未有在其後任何付款周期內討回超額繳付的容器循環再造徵費款額時，並信納登記供應商有權獲得退還該等款項，考慮就退還該等款項而提出的書面申索。

### 4 查詢

如有任何疑問，可透過電話 (2838 3111)、傳真 (2318 1877)、電郵 (glass\_prs@epd.gov.hk) 或郵寄 (地址：香港金鐘道 66 號金鐘道政府合署高座 21 樓；信封面請註明「玻璃飲料容器計劃」)，向本署查詢。

## Notes to Suppliers

### 1 Acknowledgement

Upon receipt of the form, this Department will issue an acknowledgement note by post or email.

### 2 Documents to be Submitted

Original audit report (discrepancy list (Form 【RA-4a】)(if any) must be attached to the report).

### 3 Important Points for Attention

- (a) The registered supplier (unless exempted) must submit to this Department an audit report for the audit year covering all relevant returns (i.e. any day of the reporting period of a return falls within the audit year).
- (b) The registered supplier must submit the audit report within 3 months after the last day of the audit year or the cancellation date of the registration (if it is cancelled). Any person who contravenes this requirement commits an offence and is liable to a fine at level 5 (HK\$50,000). If the submission due date falls on a Saturday, a general holiday or a gale warning day or black rainstorm warning day as defined by Section 71(2) of the Interpretation and General Clauses Ordinance (Cap. 1) (collectively referred to as “excluded day”), the due date will be extended to the following non-excluded day.
- (c) In accordance with a discrepancy set out in the discrepancy list (if any) attached to the audit report, this Department may:
  - (i) adjust the amount of container recycling levy payable in relation to a subsequent return (if any) of the registered supplier so as to offset any overpaid or unpaid amount of container recycling levy;
  - (ii) issue an assessment notice to the registered supplier by invoking section 54(4) of the Product Eco-responsibility Ordinance (Cap. 603) to recover any unpaid amount of container recycling levy; and
  - (iii) consider written claims for refund of any overpaid amount of container recycling levy that has not yet been recovered in any subsequent payment cycles if satisfied that the registered supplier is entitled to the refund.

### 4 Enquiries

For enquiries, please contact this Department by telephone (2838 3111), by fax (2318 1877), by e-mail (glass\_prs@epd.gov.hk) or by post (address: 21/F, High Block, Queensway Government Offices, No. 66 Queensway, Hong Kong; please specify on the envelope “GPRS”).

## 遞交表格

**網上提交:** 透過以下網址遞交電子表格並上載審計報告、差異清單及有關文件：

<https://raims.epd.gov.hk/raims/>



**郵寄:** 將填妥的表格及審計報告正本，連同有關文件的副本郵寄至下列地址，並於信封面註明：「**玻璃飲料容器計劃**」

香港金鐘道 66 號  
金鐘道政府合署高座 21 樓  
環境保護署

**親身提交:** 將填妥的表格及審計報告正本，連同有關文件的副本（載於信封內），並於辦公時間（星期一至五上午九時至下午五時）交到下列本署辦事處：

辦事處	地址	電話
稅務大樓辦事處	香港灣仔告士打道 5 號稅務大樓 33 樓	2824 3773
長沙灣政府合署辦事處	九龍長沙灣道 303 號長沙灣政府合署 8 樓	2402 5200
區域辦事處 (東)	九龍九龍灣臨樂街 19 號南豐商業中心 5 樓	2755 5518
區域辦事處 (南)	香港鰂魚涌海灣街 1 號華懋交易廣場 2 樓	2516 1718
區域辦事處 (西)	新界荃灣西樓角路 38 號荃灣政府合署 8 樓	2417 6116
區域辦事處 (北)	新界沙田上禾輦路 1 號沙田政府合署 10 樓	2158 5757

## Submission of Form

**Via internet:** The electronic form, audit report, discrepancy list and relevant documents can be submitted to the following website:

<https://raims.epd.gov.hk/raims/>



**By post:** The completed form and original audit report, together with copies of relevant documents can be sent by post to the following address. Please specify on the envelope: “**GPRS**”

Environmental Protection Department  
21/F, High Block, Queensway Government Offices,  
No. 66 Queensway, Hong Kong.

**In person:** The completed form and original audit report, together with copies of relevant documents (put in envelope) can be submitted in person during office hours (Monday to Friday, 9:00am to 5:00pm) to the following offices of this Department:

Office	Address	Telephone
Revenue Tower Office	33/F., Revenue Tower, 5 Gloucester Road, Wanchai, Hong Kong	2824 3773
Cheung Sha Wan Government Offices	8/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon	2402 5200
Regional Office (East)	5/F., Nan Fung Commercial Centre, 19 Lam Lok Street, Kowloon Bay, Kowloon	2755 5518
Regional Office (South)	2/F., Chinachem Exchange Square, 1 Hoi Wan Street, Quarry Bay, Hong Kong	2516 1718
Regional Office (West)	8/F., Tsuen Wan Government Offices, 38 Sai Lau Kok Road, Tsuen Wan, NT	2417 6116
Regional Office (North)	10/F., Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, NT	2158 5757

## 個人資料收集聲明

### 收集個人資料的目的

1. 收集個人資料的目的，在於處理《產品環保責任條例》下你向環境保護署(環保署)提交的呈報。
2. 你在這份表格上提供的資料，環保署將用於下列一項或多項用途：
  - i. 與處理本表格呈報事項有關的工作；
  - ii. 有關環境法例的執行、執法和檢舉；
  - iii. 投訴調查；
  - iv. 統計及其他法定用途；及
  - v. 方便政府跟你聯絡。
3. 在本表格上提供個人資料，純屬自願性質。如果提供的資料不足夠，環保署未必可以處理這項呈報。

### 可能移轉資料

4. 你在這份表格上就有關呈報所提供的個人資料，環保署可向下列人士披露：
  - i. 其他政府決策局及部門以供處理上文第 2 段事項；及
  - ii. 按有關法例獲准的其他人士。

### 查閱和更改個人資料

5. 根據《個人資料(私隱)條例》第 18 條及第 22 條及附表 1 第 6 原則的規定，你有權查閱和更改個人資料。你查閱個人資料的權利，包括取得資料副本。

### 查詢

6. 如有任何疑問，可透過致電(2838 3111)、傳真(2318 1877)、電郵(enquiry@epd.gov.hk)或郵寄(地址：香港金鐘道 66 號金鐘道政府合署高座 21 樓)，向環保署辦事處查詢；信封面請註明「玻璃飲料容器計劃」。

## Personal Information Collection Statement

### Purpose of Collection

1. The personal data in relation to this form will be used for the purpose of processing your submission to the Environmental Protection Department (EPD) under the Product Eco-responsibility Ordinance.
2. The personal data provided in this form may be used by the EPD for one or more of the following purposes:
  - i. activities relating to processing this submission;
  - ii. administration, enforcement and prosecution of relevant environmental legislation;
  - iii. complaint investigations;
  - iv. statistical and any other legitimate purposes; and
  - v. facilitating communications between the Government and you.
3. The provision of personal data by means of this form is voluntary. If the information provided is not sufficient, the EPD may not be able to process this submission.

### Transfer of Personal Data

4. The EPD may disclose the personal data provided in this submission to:
  - i. other government bureaux and departments for the purposes mentioned in paragraph 2 above; and
  - ii. other persons as permitted by the relevant legislation.

### Access to and Correction of Personal Data

5. You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance. The right of access includes the right to obtain a copy of personal data provided by you.

### Enquiries

6. For enquiries, please contact the EPD office by phone (2838 3111), by fax (2318 1877), by e-mail (enquiry@epd.gov.hk) or by post (address: 21/F, High Block, Queensway Government Offices, No. 66 Queensway, Hong Kong). For letters, please specify on the envelope "GPRS".