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Product Eco-responsibility (Regulated Electrical Equipment) Regulation

(Made by the Secretary for the Environment under section 44 of the Product Eco-responsibility Ordinance (Cap. 603) after consulting the Advisory Council on the Environment and subject to the approval of the Legislative Council)

Part 1

Preliminary

1. Commencement
This Regulation comes into operation on a day to be appointed by the Secretary for the Environment by notice published in the Gazette.

2. Interpretation
(1) In this Regulation—
cancel (撤銷) means cancel under section 34 of the Ordinance;
cancellation date (撤銷日期), in relation to a registration, means the date on which the registration is cancelled;
discrepancy list (差異清單) means a document prepared under section 20(2);
ending date (結束日期), in relation to a short-term registration, means the date specified for the registration under section 6(1)(e);
endorsement application (批註申請) means an application under section 30(1);
(2) In this Regulation, a reference to a class of recycling labels is a reference to a class of recycling labels as specified by the Director for the purposes of section 36 of the Ordinance;

(3) In this Regulation, an expression specified below has the same meaning as it has in section 31 of the Ordinance—

consumer (消費者);
distribute (分發);
recycling label (循環再造標籤);
供應商 (supplier)；
消費者 (consumer)；
除舊服務方案 (removal service plan)；
循環再造標籤 (recycling label)；
登記供應商 (registered supplier)；
銷售商 (seller)。

registered supplier (登紀供應商);
removal service plan (除舊服務方案);
return (申報);
seller (銷售商);
supplier (供應商);
use (使用)。
Part 2
Matters Related to Registered Suppliers

Division 1—Registration

3. Application of Division 1
This Division applies to an application for registration under section 33 of the Ordinance.

4. Application for registration
(1) A supplier, or a person who proposes to be a supplier, may apply to the Director in the specified form for either—
   (a) an ordinary registration; or
   (b) a short-term registration.
(2) The applicant may, by giving the Director notice in writing, withdraw the application at any time before it is determined.
(3) If, before the application is withdrawn or determined, a change in the information provided to the Director for the application occurs, the applicant must, as soon as reasonably practicable after the change occurs, give the Director notice of the change in writing.
(4) The Director may, by giving the applicant notice in writing, require the applicant to provide further information and documents for the application.
5. Requirements for application

(1) For both an ordinary registration and a short-term registration, the requirements for an application for the purposes of section 33(b) of the Ordinance are that—

(a) the application must be made in the specified form;
(b) the applicant must comply with section 4(3), and any notice given under section 4(4);
(c) the applicant must be a supplier, or will become a supplier, according to the information provided for the application;
(d) the information so provided must be correct and must not be misleading; and
(e) if the applicant has already had an ordinary registration approved—the registration must have been cancelled.

(2) In addition to the requirements in subsection (1), for a short-term registration (intended short-term registration), the requirements for an application for the purposes of section 33(b) of the Ordinance are that the following criteria must be met—

(a) should the application be approved, the applicant’s business of distributing regulated electrical equipment under the intended short-term registration—

(i) would be likely to operate for not more than 30 days; and
(ii) would be likely to give rise to the liability to pay a recycling levy not exceeding $20,000 under section 37(1) of the Ordinance; and
(b) if the applicant has already had one or more than one recent short-term registration approved—should the application for the intended short-term registration be approved, the applicant’s business of distributing regulated electrical equipment under all of the latest short-term registrations would be likely to give rise to an aggregate liability to pay recycling levies not exceeding $20,000 under section 37(1) of the Ordinance.

(3) For the purposes of this section, a short-term registration is a recent short-term registration if its ending date or cancellation date falls within 12 months before the date of the application for the intended short-term registration.

(4) In subsection (2)(b)—

**latest short-term registration** (最近短期登記) means—

(a) a recent short-term registration; or

(b) the intended short-term registration.

6. Application approved

(1) If an application is approved, the Director must issue a certificate of registration to the applicant and specify in the certificate—

(a) a registration number assigned by the Director for the registration;

(b) the date on which the registration becomes effective;

(c) an annual audit date for the preparation of audit reports under section 39 of the Ordinance;

(d) for an ordinary registration—the first cut-off date for the preparation of returns; and

(e) for a short-term registration—the date on which the registration ceases to have effect.
(2) The first cut-off date for an ordinary registration must fall on 31 March, 30 June, 30 September or 31 December.

(3) The ending date for a short-term registration must fall within 30 days after the registration date.

7. Application refused

(1) If an application is refused, the Director must—
(a) give the applicant notice in writing of the decision; and
(b) include in the notice a statement setting out the reasons for the decision.

(2) If the Director intends to refuse the application, the Director must—
(a) give the applicant notice in writing of the intention and the reasons for the intention; and
(b) give the applicant an opportunity to make representations.

Division 2—Change of Address after Registration

8. Notice of change of address

(1) If the address of a registered supplier provided to the Director for an application made under section 4(1) has changed, the supplier must give the Director notice of the change in the specified form within 30 days after the date on which the change occurs.

(2) A registered supplier who, without reasonable excuse, contravenes subsection (1) commits an offence and is liable on conviction to a fine at level 2.
Division 3—Obligations and Related Matters

Subdivision 1—Recycling Labels

9. Provision of recycling labels

(1) This section applies if a registered supplier who distributes any regulated electrical equipment to a person provides a recycling label to the person for the equipment under section 35(1) of the Ordinance.

(2) The label must be provided not later than the taking of actual possession of the regulated electrical equipment by the person.

(3) To avoid doubt, the label is not required to be provided by affixing it onto the regulated electrical equipment.

Subdivision 2—Returns

10. Form of returns

A return must be submitted to the Director in the specified form.

11. Coverage of returns

(1) A return submitted in respect of an ordinary registration must be submitted—

(a) in the case of the first return—for the period beginning on the registration date and ending on the first cut-off date; or

(b) in the case of a further return—for each quarter ending on 31 March, 30 June, 30 September or 31 December.
12. 申報期的涵義
在本規例中——

申報期 (reporting period) ——
(a) 就按照第11(1)(a)條呈交的申報而言，指該條 (或如適用的話，經第11(3)(a)條變通的該條) 所述的期間；
(b) 就按照第11(1)(b)條呈交的申報而言，指該條 (或如適用的話，經第11(3)(b)條變通的該條) 所述的季度；或
(c) 就按照第11(2)條呈交的申報而言，指該條 (或如適用的話，經第11(3)(c)條變通的該條) 所述的期間。

(2) 就短期登記呈交的申報，須就由登記日期起至結束日期為止的期間呈交。

(3) 然而——
(a) 如登記在第 (1)(a) 款所述的期間內撤銷，在該款中提及“首個截數日期”，須解釋為提及“撤銷日期”；
(b) 如登記在第 (1)(b) 款所述的季度內撤銷，該季度須當作在撤銷日期結束；及
(c) 如登記在第 (2) 款所述的期間內撤銷，在該款中提及“結束日期”，須解釋為提及“撤銷日期”。

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12. Meaning of reporting period

In this Regulation—

reporting period (申報期)—
(a) in relation to a return submitted in accordance with section 11(1)(a), means the period mentioned in that section, as modified by section 11(3)(a) if applicable; or
(b) in relation to a return submitted in accordance with section 11(1)(b), means the quarter mentioned in that section, as modified by section 11(3)(b) if applicable; or
(c) in relation to a return submitted in accordance with section 11(2), means the period mentioned in that section, as modified by section 11(3)(c) if applicable.

(2) A return submitted in respect of a short-term registration must be submitted for the period beginning on the registration date and ending on the ending date.

(3) However—
(a) if the registration is cancelled during the period mentioned in subsection (1)(a), the reference to “first cut-off date” in that subsection is to be construed as a reference to “cancellation date”;
(b) if the registration is cancelled during a quarter mentioned in subsection (1)(b), that quarter is deemed to end on the cancellation date; and
(c) if the registration is cancelled during the period mentioned in subsection (2), the reference to “ending date” in that subsection is to be construed as a reference to “cancellation date”.

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B4309
13. **Timing of returns**

Subject to section 46(1), a return must be submitted within 28 days after the last day of each reporting period.

14. **Content of returns**

(1) A return must contain, in relation to each class of recycling labels—

(a) the number of recycling labels possessed by the registered supplier when the reporting period began;

(b) the number of recycling labels obtained by the registered supplier under section 36(1) of the Ordinance during the reporting period;

(c) the number of recycling labels otherwise obtained by the registered supplier during the reporting period;

(d) the number of recycling labels provided by the registered supplier under section 35(1) of the Ordinance during the reporting period;

(e) the number of recycling labels otherwise transferred by the registered supplier during the reporting period;

(f) the number of recycling labels damaged or lost during the reporting period; and

(g) the number of recycling labels left unused when the reporting period ended.

(2) A return must also contain, in relation to each class of regulated electrical equipment—

(a) the number of such equipment that was distributed by the registered supplier in Hong Kong during the reporting period, with a breakdown of—
第3次分部——關乎申報的紀錄及文件

15. 保留紀錄

(1) 本條適用於根據本條例第38(4)條保留紀錄及文件。

(2) 凡紀錄、發票、收據、送貨單、存貨紀錄或任何其他文件，載有凈數詳情，使署長能輕易核實第(3)款所述的關於某申報的事宜，登記供應商須保留該等紀錄、發票、收據、送貨單、存貨紀錄及文件。

(3) 有關事宜——

(a) 就每類循環再造標籤而言，指以下循環再造標籤的數量——

(i) 在申報期開始時，登記供應商管有的循環再造標籤；

(b) 在申報期內，登記供應商在香港首次使用的該類電器的數量，連同以下項目的細目分類——

(i) 符合本條例第37(1)(a)(i)條描述的該類電器的數量；及

(ii) 符合本條例第37(1)(a)(ii)條描述的該類電器的數量；及

(b) the number of such equipment that was used for the first time by the registered supplier in Hong Kong during the reporting period, with a breakdown of—

(i) the number of such equipment that meets the description of section 37(1)(a)(i) of the Ordinance; and

(ii) the number of such equipment that meets the description of section 37(1)(a)(ii) of the Ordinance.

Subdivision 3—Records and Documents Relating to Returns

15. Record keeping

(1) This section applies to the keeping of records and documents under section 38(4) of the Ordinance.

(2) The registered supplier must keep records, invoices, receipts, delivery notes, inventory records or any other documents that contain sufficient details to enable the Director to readily verify the matters mentioned in subsection (3) in relation to a return.

(3) The matters are—

(a) in relation to each class of recycling labels—

(i) the number of recycling labels possessed by the registered supplier when the reporting period began;
(ii) the number of recycling labels obtained by the registered supplier under section 36(1) of the Ordinance during the reporting period;

(iii) the number of recycling labels otherwise obtained by the registered supplier during the reporting period;

(iv) the number of recycling labels provided by the registered supplier under section 35(1) of the Ordinance during the reporting period;

(v) the number of recycling labels otherwise transferred by the registered supplier during the reporting period;

(vi) the number of recycling labels damaged or lost during the reporting period; and

(vii) the number of recycling labels left unused when the reporting period ended; and

(b) in relation to each class of regulated electrical equipment—

(i) the number of such equipment that was distributed by the registered supplier in Hong Kong during the reporting period;

(ii) the number of such equipment that was used for the first time by the registered supplier in Hong Kong during the reporting period;

(iii) the number of such equipment that was exported by the registered supplier out of Hong Kong during the reporting period; and

(iv) among the equipment mentioned in each of subparagraphs (i), (ii) and (iii)—

(ii) in the reporting period;
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Section 16

(A) the number of such equipment that meets the description of section 37(1)(a)(i) of the Ordinance;

(B) the number of such equipment that meets the description of section 37(1)(a)(ii) of the Ordinance; and

(C) the number of such equipment that does not meet the description of section 37(1)(a)(i), or section 37(1)(a)(ii), of the Ordinance.

Subdivision 4—Audit Reports

16. Application of Subdivision 4
This Subdivision applies to the submission of audit reports under section 39(1) of the Ordinance.

17. Interpretation
(1) In this Subdivision—

annual audit date (周年審計日), in relation to a registration, means the date specified for the registration under section 6(1)(c);

auditor (核數師), in relation to an audit report, means the person who prepares the report under section 39(2) of the Ordinance.

(2) In this Subdivision, a reference to an audit year is, subject to subsection (3), a reference to the period of 12 months ending on an annual audit date.

(3) If the registration is cancelled during the period of 12 months ending on a particular annual audit date, a reference to an audit year is, in relation to that annual audit date, a reference to—
18. 審計報告的涵蓋範圍
如任何申報的申報期在有關審計年之內，則審計報告須涵蓋該申報。

19. 審計報告呈交時間
除第 46(1) 條另有規定外，審計報告須在每個審計年最後一日之後的 3 個月內呈交。

20. 審計報告內容
(1) 核數師須在審計報告內述明，就報告涵蓋的申報而言，以下陳述按其意見是否屬實——
(a) 登記供應商已按照第 15 條及本條例第 38(4) 條，保留紀錄及文件；
(b) 申報是按照該等紀錄及文件擬備；及
(c) 申報內報告的受管制電器數量，是按照本條例規定報告的。

(a) if that annual audit date is the first annual audit date for the registration—the period beginning on the registration date and ending on the cancellation date; or
(b) if that annual audit date is not the first annual audit date for the registration—the period beginning on the date immediately after the last preceding annual audit date, and ending on the cancellation date.

18. Coverage of audit reports
An audit report must cover a return if the reporting period of the return falls within the relevant audit year.

19. Timing of audit reports
Subject to section 46(1), an audit report must be submitted within 3 months after the last day of each audit year.

20. Content of audit reports
(1) The auditor must state in the audit report whether, in the opinion of the auditor and in relation to any return covered by the report, the following statements are true—
(a) the registered supplier had kept records and documents in accordance with section 38(4) of the Ordinance, and in accordance with section 15;
(b) the return had been prepared in accordance with those records and documents; and
(c) the quantities of regulated electrical equipment reported in the return had been reported in accordance with the Ordinance.
(2) If the auditor identifies any discrepancy between a return covered by the audit report and the records and documents kept for the return as mentioned in subsection (1)(a) in relation to any quantity of regulated electrical equipment, the auditor must set out the discrepancy in a document in the specified form.

(3) If a discrepancy list has been prepared for an audit report in accordance with subsection (2), the registered supplier must, in submitting the report, attach a copy of the discrepancy list to the report.

21. **Exemption from submission of audit reports**

(1) A registered supplier may apply to the Director in writing for exemption from submitting an audit report for a particular audit year.

(2) Subject to section 46(1), the application must be made within 1 month after the last day of the relevant audit year.

(3) The Director must approve the application if—

(a) for an ordinary registration—
   (i) the reporting periods falling within the relevant audit year cover less than 12 months in total; and
   (ii) the Director is satisfied that the aggregate recycling levies payable for the reporting periods do not exceed $20,000; or

(b) for a short-term registration—the Director is satisfied that the recycling levy payable for the reporting period does not exceed $20,000.
第 5 次分部——循環再造徵費

22. 訂明款額
   (1) 為施行本條例第 4 部第 3 分部，就每類受管制電器的每件電器而徵收的循環再造徵費款額，列於附表 1。
   (2) 附表 1 第 2 欄指明的詞語的涵義，與本條例附表 6 中該詞語的涵義相同。

23. 按繳費通知書繳付
   (1) 本條適用於根據本條例第 38(3) 條繳付循環再造徵費。
   (2) 凡繳費通知書根據本條例第 38(2)(b) 條，於某日送達登記供應商，有關徵費須在該日後的 30 日內繳付。
   (3) 徵費須按照繳費通知書所載的繳費指示繳付。

24. 按評估通知書繳付
   (1) 本條適用於根據本條例第 40(9) 條，繳付評估通知書要求的循環再造徵費款額。
   (2) 徵費須——
      (a) 如評估通知書並未根據本條例第 40(5) 條遭取代——在該通知書根據本條例第 40(4) 條送達有關人士當日後的 30 日內繳付；或

Subdivision 5—Recycling Levies

22. Prescribed amount
   (1) For the purposes of Division 3 of Part 4 of the Ordinance, an amount of recycling levy per item of regulated electrical equipment for each class of such equipment is set out in Schedule 1.
   (2) A term specified in column 2 of Schedule 1 has the same meaning as it has in Schedule 6 to the Ordinance.

23. Payment on payment notice
   (1) This section applies to the payment of recycling levy under section 38(3) of the Ordinance.
   (2) The payment must be made within 30 days after the day on which the payment notice was served on the registered supplier under section 38(2)(b) of the Ordinance.
   (3) The payment must be made in accordance with the payment instructions contained in the payment notice.

24. Payment on assessment notice
   (1) This section applies to the payment under section 40(9) of the Ordinance of an amount of recycling levy demanded under an assessment notice.
   (2) The payment must be made—
      (a) if the assessment notice has not been replaced under section 40(5) of the Ordinance—within 30 days after the day on which the notice was served on the relevant person under section 40(4) of the Ordinance; or
25. Adjustment of payable amount with reference to discrepancy list

(1) This section applies if a registered supplier has submitted an audit report under section 39(1) of the Ordinance with a discrepancy list attached in relation to a return (reported return) in accordance with section 20(3).

(2) In determining the amount of recycling levy payable for the first subsequent return (if any), the Director may, with reference to the discrepancy list mentioned in subsection (1), adjust the amount so as to offset any amount of recycling levy that has been or will be overpaid or unpaid by the registered supplier for the reported return as a result of a discrepancy set out on the discrepancy list.

(3) In subsection (2)—

first subsequent return (其後首份申報) means the first return submitted by the registered supplier after the supplier has submitted the audit report as mentioned in subsection (1).

26. Refund of overpaid amount

(1) This section applies if a person has paid an amount of money to the Director for compliance with section 37(1) of the Ordinance.
(2) The person may lodge a written claim with the Director for refund of any overpaid recycling levy paid by the person.

(3) The claim must be accompanied by evidence of the claimant’s entitlement to the refund.

(4) For the purposes of subsection (3), an audit report submitted under section 39(1) of the Ordinance with a discrepancy list attached in accordance with section 20(3) is evidence of a discrepancy set out on the discrepancy list unless the contrary is proved.

(5) On receiving the claim, the Director must refund any overpaid recycling levy to the claimant if the Director is satisfied that—

(a) the claimant is entitled to the refund; and

(b) the overpaid recycling levy is not recoverable by the claimant by the operation of section 25.

(6) In this section—

*overpaid recycling levy* (超額微費) means an amount of money that was paid by a person as mentioned in subsection (1) in excess of the amount that was payable by the person.
Part 3—Division 1

Section 27

Matters Related to Sellers

Division 1—Recycling Labels and Receipts

27. Provision of recycling labels

(1) This section applies if a seller provides a recycling label to a consumer for any regulated electrical equipment under section 35(2)(a) of the Ordinance.

(2) The label must be provided not later than the taking of actual possession of the regulated electrical equipment by the consumer.

(3) To avoid doubt, the label is not required to be provided by affixing it onto the regulated electrical equipment.

28. Provision of receipts

(1) This section applies if a seller provides a receipt to a consumer for any regulated electrical equipment under section 35(2)(b) of the Ordinance.

(2) The receipt—

(a) may be provided in either paper or electronic form; and

(b) must contain the wording, in both the English and the Chinese languages, set out in Schedule 2.

(3) The receipt must be provided not later than—

(a) the making of any payment for the regulated electrical equipment by the consumer; or
Part 3—Division 2
Section 29

29. Application of Subdivision 1
This Subdivision applies to the endorsement of a plan as a removal service plan under section 41(1) of the Ordinance.

30. Application for endorsement of plan
(1) A seller, or a person who proposes to be a seller, may apply to the Director in the specified form for the endorsement.
(2) The applicant may, by giving the Director notice in writing, withdraw the application at any time before it is determined.
(3) If, before the application is withdrawn or determined, a change in the information provided to the Director for the application occurs, the applicant must, as soon as reasonably practicable after the change occurs, give the Director notice of the change in writing.
(4) The Director may, by giving the applicant notice in writing, require the applicant to provide further information and documents for the application.

31. Requirements under section 41(3)(c) of Ordinance
(1) The following requirements are the requirements under section 41(3)(c) of the Ordinance—
32. Other grounds of refusal

(1) The other grounds on which the Director may refuse to endorse a plan as mentioned in section 41(2) of the Ordinance are specified in subsection (2).

(2) The Director may refuse to endorse a plan if the Director is satisfied that—
33. 批准申請

(1) 署長如批准批註申請，須以書面通知申請人——

(a) 有關決定；及
(b) 批註日期。

(2) 署長如批准批註申請，須——

(a) 將有關意向及箇中理由，以書面通知申請人；及
(b) 在該通知內加入陳述，列明決定的理由。

34. 拒絕申請

(1) 署長如拒絕批註申請，須——

(a) 將決定以書面通知申請人；及
(b) 在該通知內加入陳述，列明決定的理由。

(2) 署長如有意拒絕批註申請，須——

(a) 將有關意向及箇中理由，以書面通知申請人；及
(b) 在該通知內加入陳述，列明決定的理由。

(a) the endorsement application has not been made in the specified form;
(b) the applicant has not complied with section 30(3), or any notice given under section 30(4);
(c) the applicant is not a seller, or will not become a seller, according to the information provided for the application;
(d) the information so provided is incorrect or misleading;
(e) the plan is impracticable; or
(f) the applicant has already had a plan endorsed.

33. Application approved

If an endorsement application is approved, the Director must give the applicant notice in writing of—

(a) the decision; and
(b) the date of endorsement.

34. Application refused

(1) If an endorsement application is refused, the Director must—

(a) give the applicant notice in writing of the decision; and
(b) include in the notice a statement setting out the reasons for the decision.

(2) If the Director intends to refuse the application, the Director must—

(a) give the applicant notice in writing of the intention and the reasons for the intention; and
(b) give the applicant an opportunity to make representations.

Subdivision 2—Change to Removal Service Plan

35. Application for change to removal service plan

(1) No change may be made to a removal service plan of a seller unless the seller applies to the Director in the specified form for approval to do so.

(2) Subject to section 38, the application must be made at least 30 days before the day on which the change is proposed to take effect.

(3) On receiving the application, the Director must give the applicant notice in writing of the date of receipt of the application.

(4) The applicant may, by giving the Director notice in writing, withdraw the application at any time—

(a) before the expiry of 30 days after the date of receipt of application; or

(b) before a notice is given under section 37(4), whichever is the earlier.

(5) The Director may, by giving the applicant notice in writing, require the applicant to provide further information and documents for the application.

(6) Section 71(1)(b) of the Interpretation and General Clauses Ordinance (Cap. 1) does not apply to the period of 30 days under subsection (4)(a).

(7) In subsection (1)—

seller (銷售商) includes a person who proposes to be a seller.
36. **Changing information regarded as making fresh application**

(1) If, before an application made under section 35(1) (original application) is withdrawn or determined, a change in the information provided to the Director for the original application occurs, the applicant must, as soon as reasonably practicable after the change occurs, give the Director notice of the change in writing.

(2) If a notice is given under subsection (1)—
   
   (a) the applicant is taken to make a fresh application under section 35(1); and
   
   (b) the original application is taken to be withdrawn.

37. **Determination of application**

(1) An application under section 35(1) is taken to be approved by the Director on the expiry of 30 days after the date of receipt of application unless the application has been approved or refused before the expiry.

(2) The Director must refuse the application if the Director is satisfied that the removal service plan would no longer meet a certain requirement specified in section 41(3) of the Ordinance should the proposed change be incorporated into the plan.

(3) The Director may also refuse the application if the Director is satisfied that—
   
   (a) the application has not been made in the specified form;
   
   (b) the applicant has not complied with section 35(2) or 36(1), or any notice given under section 35(5);
   
   (c) the applicant is not a seller, or will not become a seller, according to the information provided for the application;
Part 3—Division 2
Section 38

(d) the information so provided is incorrect or misleading; or
(e) the removal service plan would become impracticable should the proposed change be incorporated into the plan.

(4) If the application is refused, the Director must—
(a) give the applicant notice in writing of the decision within 30 days after the date of receipt of application; and
(b) include in the notice a statement setting out the reasons for the decision.

(5) Section 71(1)(b) of the Interpretation and General Clauses Ordinance (Cap. 1) does not apply to the period of 30 days under subsection (4)(a).

38. Exemption from section 35(2)

(1) This section applies if a seller makes a change application.

(2) The seller may apply to the Director for exemption from section 35(2).

(3) An exemption application must be made in the specified form in conjunction with the change application.

(4) The Director may approve the exemption application if the Director is satisfied that it is reasonable to do so in the circumstances of the case.

(5) In this section—

change application (更改申請) means an application under section 35(1);
exemption application (豁免申請) means an application under subsection (2);
seller (銷售商) includes a person who proposes to be a seller.
Subdivision 3—Requests for Removal Services

39. Interpretation
In this Subdivision—
distributed equipment (獲分發電器), in relation to a request for a removal service made by a consumer as mentioned in paragraph (b) of section 42(2) of the Ordinance, means the item of regulated electrical equipment distributed to the consumer as mentioned in paragraph (a) of that section.

40. Requests for removal services
(1) A request for a removal service must be made—
   (a) in the manner specified by the seller; and
   (b) before the expiry of 3 days after the consumer takes actual possession of the distributed equipment.

(2) Subsection (1)(b) does not prevent the consumer from making the request before taking actual possession of the distributed equipment.

41. Record keeping
(1) The seller must, for the prescribed period, keep a record of each request for a removal service.

(2) Subject to subsection (3), the record must contain the following information—
   (a) information that enables the identification of the transaction in which the distributed equipment was distributed (for example, a transaction number);
   (b) the times at which the request was made and received;
Part 3—Division 2
Section 41

Product Eco-responsibility (Regulated Electrical Equipment) Regulation

(c) the manners in which the request was made and received;
(d) proof that the actual collector had been informed of the address of the premises from which the pre-existing equipment was to be removed;
(e) the date of collection of the pre-existing equipment as agreed by the actual collector;
(f) if the actual collector was not the default collector—the default collector’s written confirmation that the default collector was unable or unwilling to provide the requested service, and the reasons.

(3) If any information mentioned in subsection (2) is unavailable, that subsection is taken to be complied with if the record contains an indication of that fact.

(4) A person who, without reasonable excuse, contravenes this section commits an offence and is liable on conviction to a fine at level 2.

(5) In this section—

**actual collector** (實際收集者) means the collector who actually provides the removal service;

**default collector** (預定收集者) has the meaning given by section 31(4);

**pre-existing equipment** (現有電器), in relation to a request for a removal service, means the item of electrical equipment or electronic equipment to be removed on that request;

**prescribed period** (訂明期間) means the period—

(a) beginning at the time when the consumer takes actual possession of the distributed equipment; and
預定收集者 (default collector) 具有第 31(4) 條所給予的涵義；
實際收集者 (actual collector) 指實際提供有關除舊服務的收集者。

(b) ending on the expiry of 1 year after the day on which the consumer takes actual possession of the distributed equipment.
Part 4—Division 1

Section 42

Product Eco-responsibility (Regulated Electrical Equipment) Regulation

The Director may specify any forms required for the purposes of the Ordinance.

42. **Director may specify forms**

The Director may specify any forms required for the purposes of the Ordinance.

43. **General requirements**

(1) For the purposes of section 36(1) of the Ordinance, and this Regulation, a specified form may require that—
   (a) it be completed in a specified way;
   (b) specified information or documents be included in or attached to it; and
   (c) it be submitted in a specified manner.

(2) If a certain requirement under subsection (1) is not complied with for making an application under section 36(1) of the Ordinance or under this Regulation, the application is to be treated as not made in the specified form.

(3) If a certain requirement under subsection (1) is not complied with for submitting a return under this Regulation, the return is to be treated as not submitted in the specified form.

(4) The Director must make copies of a specified form available—
   (a) during office hours at the office of the Director; or
44. Electronic records as specified forms

(1) If the Director specifies an electronic record as a specified form, the requirement for a signature in the form is satisfied by a password assigned or approved under subsection (2).

(2) The Director may, for enabling a person to use an electronic record as a specified form, from time to time assign or approve any sequence or combination of letters, characters, numbers or symbols as the person’s password.

45. Right of appeal to Appeal Board

(1) The following decisions are appealable matters for the purposes of section 13(2) of the Ordinance—

(a) refusal of an application made under section 33 of the Ordinance;
(b) cancellation of a registration;
(c) refusal of an application under section 36(2) of the Ordinance;
(d) refusal to grant an exemption applied for under section 21(1);
(e) service of a payment notice under section 38(2)(b) of the Ordinance;
(f) service of an assessment notice under section 40(4) or (5) of the Ordinance;
(g) refusal of a claim lodged under section 26(2);
46. 延長限期

(1) 凡可作出指明作為的最後一日，是一個豁除日，則該作為如在該日之後第一個並非豁除日的日子作出，須視作已妥為作出。

(2) 在第 (1) 款中——

指明作為 (specified act) 指——

(a) 按照第 13 條呈交申報；
(b) 按照第 19 條呈交審計報告；或
(c) 按照第 21(2) 條提出申請；

豁除日 (excluded day) 指——

(a) 星期六；
(b) 公眾假日；或
(c) 《釋義及通則條例》(第 1 章) 第 71(2) 條界定的烈風警告日，或該條界定的黑色暴雨警告日。

(h) 根據第 32(2) 條或本條例第 41(2) 條拒絕批註方案；
(i) 根據第 37(2) 或 (3) 條拒絕申請；
(j) 拒絕授予根據第 38(2) 條申請的豁免。

(2) 如有人根據本條例第 13 條提出上訴，反對第 (1) 款指明的決定，除非署長另有決定，否則該決定在上訴待決期間的實施，不受該上訴影響。

46. Extension of periods

(1) If the last day on which a specified act may be done falls on an excluded day, the act is considered as done if it is done on the next following day, not being an excluded day.

(2) In subsection (1)—

excluded day (豁除日) means—

(a) a Saturday;
(b) a general holiday; or
(c) a gale warning day, or black rainstorm warning day, as defined by section 71(2) of the Interpretation and General Clauses Ordinance (Cap. 1);

specified act (指明作為) means—

(a) the submission of a return in accordance with section 13;
(b) the submission of an audit report in accordance with section 19; or
(c) the making of an application in accordance with section 21(2).
### Schedule 1

#### Amount of Recycling Levy

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item</td>
<td>Class of regulated electrical equipment</td>
<td>Amount of recycling levy per item of equipment</td>
</tr>
<tr>
<td>1. Air conditioner</td>
<td>$125</td>
<td></td>
</tr>
<tr>
<td>2. Refrigerator</td>
<td>$165</td>
<td></td>
</tr>
<tr>
<td>3. Washing machine</td>
<td>$125</td>
<td></td>
</tr>
<tr>
<td>4. Television</td>
<td>$165</td>
<td></td>
</tr>
<tr>
<td>5. Computer</td>
<td>$15</td>
<td></td>
</tr>
<tr>
<td>6. Printer</td>
<td>$15</td>
<td></td>
</tr>
<tr>
<td>7. Scanner</td>
<td>$15</td>
<td></td>
</tr>
<tr>
<td>8. Monitor</td>
<td>$45</td>
<td></td>
</tr>
</tbody>
</table>

### Schedule 1

#### [s. 22 & Sch. 2]

<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Recycling Levy (HK$)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Air conditioner</td>
<td>$125</td>
</tr>
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</tr>
</tbody>
</table>
附表 2

[ 第 28 條 ]

收據須載有的字句

本收據所列的產品，是《產品環保責任條例》(第 603 章) 所指的
受管制電器。該條例就該產品徵收下列循環再造徵費：
[適用的受管制電器類別]: 每部
$[附表 I 訂明的徵費額]

例子——

本收據所列的產品，是《產品環保責任條例》(第 603 章) 所指的
受管制電器。該條例就該產品徵收下列循環再造徵費：
空調機: 每部 $125
洗衣機: 每部 $125
電視機: 每部 $165

A product set out in this receipt is regulated electrical equipment under the Product Eco-responsibility Ordinance (Cap. 603). The Ordinance imposes a recycling levy on the product as follows:
[Applicable class of regulated electrical equipment]: $[Amount of levy as prescribed in Schedule 1] per item

Example——

A product set out in this receipt is regulated electrical equipment under the Product Eco-responsibility Ordinance (Cap. 603). The Ordinance imposes a recycling levy on the product as follows:
Air conditioner: $125 per item
Washing machine: $125 per item
Television: $165 per item

Schedule 2

Wording Contained in Receipts

本收據所列的產品，是《產品環保責任條例》(第 603 章) 所指的
受管制電器。該條例就該產品徵收下列循環再造徵費：
[適用的受管制電器類別]: 每部
$[附表 I 訂明的徵費額]

A product set out in this receipt is regulated electrical equipment under the Product Eco-responsibility Ordinance (Cap. 603). The Ordinance imposes a recycling levy on the product as follows:
[Applicable class of regulated electrical equipment]: $[Amount of levy as prescribed in Schedule 1] per item

Example——

A product set out in this receipt is regulated electrical equipment under the Product Eco-responsibility Ordinance (Cap. 603). The Ordinance imposes a recycling levy on the product as follows:
Air conditioner: $125 per item
Washing machine: $125 per item
Television: $165 per item
Product Eco-responsibility (Regulated Electrical Equipment) Regulation

WONG Kam-sing
Secretary for the Environment

25 April 2017
The Promotion of Recycling and Proper Disposal (Electrical Equipment and Electronic Equipment) (Amendment) Ordinance 2016 (3 of 2016) amends, among other legislation, the Product Eco-responsibility Ordinance (Cap. 603) (parent Ordinance) to implement a mandatory producer responsibility scheme on certain electrical equipment and electronic equipment. The new section 44 of the parent Ordinance empowers the Secretary for the Environment to make regulations for the implementation of the scheme. This Regulation is a regulation made under that section.

2. This Regulation provides for—
   (a) matters related to registered suppliers, including the registration of suppliers, provision of recycling labels, submission of returns, keeping of records and documents, submission of audit reports, and payment of recycling levies;
   (b) matters related to sellers, including the provision of recycling labels and receipts, endorsement of and change to removal service plans, and requests for removal services; and
   (c) the better carrying out of the provisions and purposes of the parent Ordinance.