

Recycling Fund

Solicitation theme on smart collection and recycling of construction and demolition waste generated from small-scale renovation projects at district level

Theme: *“To carry out projects related to recycling and collection of construction & demolition waste generated from small-scale renovation projects”*

1 Goal:

- 1.1 To support and encourage the recycling industry to initiate new business model on the collection, sorting, recycling and delivery of construction and demolition (C&D) waste generated from small-scale renovation projects to recyclers and landfills.
- 1.2 To enhance the overall capability, capacity, efficiency and skills of the industry of recycling C&D waste generated from small-scale renovation projects.

2 General:

- 2.1 All C&D waste collected and delivered in the projects (subsidised under ISP or ESP) should undergo sorting and recovery of useful materials instead of direct disposal at landfills.
- 2.2 For the collection of C&D waste in the projects, the applicants should observe the following:
 - a. Adopt smart technology (e.g. mobile App) to facilitate service ordering, monitoring and notification with a view to enhancing collection efficiency.
 - b. Collect only C&D waste which is in small quantity (e.g. less than half load of a skip container) and has been properly separated at sources.
 - c. Include effective measures to avoid road traffic obstruction during waste collection and complementary measures (including available site) to ensure that C&D waste collected will be sorted into recyclable materials and inert waste of quality that is acceptable at the public fill reception facilities or private C&D waste recycling plants (e.g. manufacturer of eco-paver).
 - d. Implement suitable measures to ensure the traceability of the collected C&D waste e.g. equipping all waste collection vehicles involved in the projects with Global Positioning System (GPS) devices which are configured to upload GPS data to the monitoring platform agreeable to the EPD.
 - e. Shall not collect C&D waste from public work projects, construction sites of developments or construction work with a value of \$1,000,000 or above under a contract¹
- 2.3 The scheme encourages the use of skip lorries and skips for the collection and delivery of C&D

¹ In accordance with Section 9(2) of the Waste Disposal (Charges for Disposal of Construction Waste) Regulation (Cap. 354N), a main contractor who undertakes construction work with a value of \$1,000,000 or above under a contract shall establish a billing account for paying the disposal charges of construction waste generated from construction work undertaken under that contract.

waste, as a skip lorry can be operated with more than one skip, thereby maximising the amount of C&D waste handled and facilitating waste sorting and temporary storage without the need of occupying the waste collection vehicles unnecessarily.

- (a) All skips involved in the projects should be equipped with GPS devices that are configured to upload GPS data to EPD's skip management platform to facilitate the management of skips at the roadsides.
- (b) All skips involved in projects should be certified under the "Certification Scheme for Skips"² thereby preventing skip operations from causing nuisance and road safety risks to the public and upgrading the safety of skip operators and drivers.
- (c) All companies involved directly in the operation of the skips for the projects should be registered or provisionally registered under the "Registration Scheme for Skip Operators"³ thereby preventing skip operations from causing nuisance and road safety risks to the public and upgrading the safety of skip operators and drivers.
- (d) The scheme also encourages the operators who have been involving directly in the operation of skips for collection and delivery of C&D waste to be registered under the "Registration Scheme for Skip Operators". They are also welcome to equip their new skips or in-use skips, which will be or have been used in the collection and delivery of C&D waste, with all necessary road safety and nuisance prevention measures and to certify the skips under the "Certification Scheme for Skips".

2.4 The EPD, the Advisory Committee on Recycling Fund (RFAC) and the Secretariat reserve the right to liaise with applicants on adjusting the scale and geographical area of the operation proposed in the applications having regard to the existing collection service and capacity.

3 Content of Applications:

The applicant shall include the following information in the application form and submit it together with relevant supporting documents:

3.1 Key project parameters

- a. project period with at least 18 months of actual C&D waste collection operation.
- b. the target geographical areas of C&D waste collection (e.g. target district) and the considerations of selecting the district

² The "Certification Scheme for Skips", developed by HKQAA as commissioned by Government's Joint Working Group on Management of Roadside Skips ("JWG"), sets out an audit system for road safety and nuisance prevention requirements as set by the Transport Department. The JWG is led by the Environment Bureau and the Environmental Protection Department and comprises the Development Bureau, the Transport and Housing Bureau, the Food and Environmental Hygiene Department, the Highways Department, the Hong Kong Police Force, the Lands Department, the Transport Department, and the Home Affairs Department (on a need basis).

³ The "Registration Scheme for Skip Operators", developed by HKQAA as commissioned by the JWG, set out an audit system for the requirements for placing of skips as set by the Transport Department. Provisional registration under the Registration Scheme is set up for skip operators, who have been audited to be in full compliance with the registration requirements except that not all their in-use skips have been certified under the "Certification Scheme for Skips" at early implementation stage of the Registration Scheme.

- c. estimated daily capacity of C&D waste collection/ delivery during the project (e.g. 8 tonnes of total waste collected per day per district).
- d. estimated recovery rate for inert construction waste (e.g. 30%).
- e. measures to minimise road traffic obstruction during waste collection.
- f. approach to ensure quality of inert waste for delivery to inert waste reception facilities or private C&D waste recycling plants.

3.2 C&D waste collection and delivery

3.2.1 Method for connecting with contractors / workers of small-scale renovation projects and recording the collection quantity of C&D waste

- IT platform to be adopted.
- methodology for record-keeping on C&D waste collection/ delivery service (e.g. keeping Chits, and waste transaction records etc.).
- on-line track and trace system (e.g. vehicles equipped with GPS devices).
- the method to maximise the delivery of collected inert waste to private C&D waste recycling plants as far as practicable.
- method of weighing the C&D waste.

3.2.2 Operation procedures

- detailed procedures of C&D waste collection, delivery and storage, including the ways of collection e.g. service ordering, designated stopping points and the sorting site.
- confirmation as to whether collected C&D wastes would be delivered to waste disposal / treatment facilities on the same day as far as practicable.
- implementation of measures (e.g. IP camera monitoring) at vehicles and parking depot to monitor the waste collection and sorting processes and to ensure that collected C&D waste will not be mixed with C&D waste or municipal waste from other sources.

3.3 Other requirements

3.3.1 The applicants shall follow all requirements raised by the EPD and the Secretariat.

3.3.2 The applicants should advise how Clause 2.3 above is to be fulfilled.

3.3.3 The applicant should specify measures to avoid environmental nuisance (e.g. mechanical cover on skips).

3.3.4 Fund disbursement for Manpower, Equipment and all other costs follows the arrangement as stipulated in the ISP/ESP Guide to Application for Recycling Fund.

3.3.5 The applicants are also required to take note of “Notes for Auditor on Financial Statement Audit”, “Notes for Auditors on Recyclable Quantity Audit” and “Notes for Grantees on Recyclable Quantity Audit”, which can be downloaded from Recycling Fund website.

4 Application Procedures:

Applicant is required to submit following documents:

- (a) Completed Application Form in one hard copy and one soft copy (preferably in MS Word format).
- (b) Photocopies of the supporting documents listed out in “Checklist of Supporting Documents Required for Application” of the Application Form.

5 Application Form and Guides:

Please download application forms and guides from Recycling Fund website:

http://www.recyclingfund.hk/en/resource_downloads.php

6 Enquiries:

If you have any queries, please feel free to contact:

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