



### Registration of Energy Saving Charter 2022 & 4T Charter









#### **Presentation Materials**

#### All presentation files & videos will be uploaded to the website

https://www.energysaving.gov.hk/esc2022/tc/charter/index.html







- Existing participants (of the Energy Saving Charter 2021)
- New participants (do **not** sign up the charter scheme)







# Existing participants (of ESC 2021)

 Secretariat has sent email to responsible persons in Feb 2022 to invite them for extension of Charter from 2021 to 2022 We are writing to cordially invite you continue to sign up in the "Energy Saving Charter 2022" and the "4T Charter" schemes to help save energy, reduce carbon emissions and combat climate change.

#### "Energy Saving Charter 2022"

Since 2012, we have been launched the Energy Saving Charter (the Charter) to encourage and collaborate business and community organizations in the community to save energy. In 2021, the Charter attracted more than 2,200 signatories and the list of participating organizations is available at

<u>https://www.energysaving.gov.hk/esc2021/en/participants/index.html</u>. To keep up the momentum of energy saving in the community, we sincerely invite your organization to sign up the Charter 2022 and pledge to implement energy saving practices from June 2022 to May 2023 to.

- (a) maintain indoor temperature at 24 26 °C during the summer (June to September in 2022);
- (b) switch off appliances and systems when not in use;
- (c) procure energy efficient products and systems (such as Grade 1 energy labels); and
- (d) engage staff/ students/ tenants to adopt the above practices together.

#### "4T Charter"

The 4T framework, namely target, timeline, transparency and together. The 4T partners are encouraged to set their energy saving targets and timelines and to share their existing and planned energy saving measures. We would like to invite your organization to sign up "4T Charter" by pledging to:

- (a) set energy saving target with a timeline;
- (b) ensure transparency on energy saving result and building energy data; and
- (c) encourage inhabitants (including staff, students, occupants, tenants) to work together on the above energy saving target.

#### Optional additional pledge

In addition to energy saving, signatories of 4T Charter scheme are also encouraged to set targets and timelines for the reduction of carbon emissions, such as installation of more renewable energy systems, adoption of green transport and waste reduction, etc., and share their measures and achievements.

#### Sample Email content





## Existing participants (of ESC 2021)

With a <u>table</u> of all premises details signed up in 2021

				Infor	mation of	Participate	ed Premises				
Sequence No.	Name of Organisation (Eng)	Name of Organisation (Chi)	Category (Eng)	District	Specific Location (Eng)	Specific Location (Chi)	Name of Premises (Eng)	Name of Premises (Chi)	Join ESC 2022 Plea	Not Join ESC 2022 se tick (✓) t	Have amendments (Please also mark them in RED colour)
06798- 0001	ABC Engineering Limited	ABC 工程有限 公司	Office	Quarry Bay -鰂魚涌	Office	辦公室	Room A, 20/F, ABC Industrial Centre	ABC 工業中心 20 樓 A 室	~		
06798- 0002	ABC Engineering Limited	ABC 工程有限 公司	Office	Quarry Bay -鰂魚涌	Office	辦公室	Room A, 18/F, ABC Industrial Centre	ABC 工業中心 18 樓 A 室		~	
06798- 0003	ABC Engineering Limited	ABC 工程有限 公司	Office	Quarry Bay -鰂魚涌	Office	辦公室	Room B, 17/F, ABC Industrial Centre	ABC 工業中心 17 樓 B 室			~

											normati		ew Fremis	23		
							Name of Organisation	Name of Organisation	Category	Specific Loc (Eng)	ocation ()	spi	ic Location (Chi)	Pre	Name of mises and Address (Eng)	Name of Premises and Address (Chi)
				Infor	mation of	Participate	ed Premises									
Sequence	Name of	Name of	Category		Specific	Specific	Name of	Name of	Join	Not Jo	loin C	Have a	amendm	ents bark	17/F, ABC Industrial	ABC 工業中心 17 樓 A 室
No.	Organisation	Organisation	(Eng)	District	Location	Location	Premises	Premises	2022	202	22	them i	in RED co	lour)		
	(Eng)	(Chi)	107		(Eng)	(Chi)	(Eng)	(Chi)	P	ease tick (	(√) the	appro	priate box		·	
06798-	ABC	ABC 工程有限	0.00	Quarry Bay	0.00	神公中	Room A, 20/F,	ABC 工業中心		,						
0001	Limited	公司	Office	-鰂魚涌	Office	新公至	Centre	20 樓 A 室	Ý							
06798-	ABC	ABC 工程有限		Quarry Bay		神心中	Room A, 18/F,	ABC 工業中心			,					
0002	Limited	公司	Office	-鰂魚涌	Office	辦公至	ABC Industrial Centre	18樓A室		``	<b>`</b>					
06798-	ABC	ABC 工程有限		Quarry Bay			Room B, 17/F,	ABC工業中心								
0003	Engineering Limited	公司	Office	-鰂魚涌	Office	翔公室	ABC Industrial Centre	17樓B室					~			
		•		•				•	-							





# Existing participants (of ESC 2021)

- For new premises, please input the information in the table at the bottom
- No need to use online platform
- If you do no receive such email, please call the Event Secretariat at 3155 3977

			Informat	ion of New Premis	es	
Name of Organisation (Eng)	Name of Organisation (Chi)	Category	Specific Location (Eng)	Specific Location (Chi)	Name of Premises and Address (Eng)	Name of Premises and Address (Chi)
ABC Engineering Limited	ABC 工程有限公司	Office	Office	辦公室	Room A, 17/F, ABC Industrial Centre	ABC 工業中心 17 樓 A 室



#### New participants (do not sign up ESC 2021)

- 1. By filling in Reply Slip\* and return it by:
  - Email: esc2022@emsd.gov.hk
  - Fax: 8143 0048
  - Typed soft version (.word) is preferable rather than PDF format
- 2. Online Platform



\* can be download from event website



### **Reply Slip**

#### How to fill in ?



#### 節能約章2022 及 4T 約章 Energy Saving Charter 2022 and 4T Charter 回覆便條 Reply Slip

致 To:	活動秘書處 Event Secretariat	傳真
電郵地址 Email:	esc2022@emsd.gov.hk	電記

(油藏以打子方式)菜高,並將軟(持販本範囲全上這種郵助社) (It is recommonded to have this form typed and send its soft version to us via the above email)

#### A. 基本資料 Basic Information

聯絡人 Name of Contact Person:	
職位 Post Title:	
電郵地址 Email:	
電話 Tel:	
郵寄地址:(以作收取宣傳品/證書)	
Postal Address:	
(for receiving publicity material(s) / certificate(s))	

#### B. 類別 Categories

1 :商場 Shopping Mall	5:商舖 Shop #	7c:中學 Secondary School
2a:辦公室大樓 Office Building	6a:非政府機構	7d: 專上教育院校
	Non-governmental Organisation	Post-Secondary Education Institution
2b:商業大模 Commercial Building	6b: 社區設施 Community Facility	8 :酒店 Hotel
2c:工業大樓 Industrial Building	7a:幼稚園 Kindergarten	9 :醫院 Hospital
<li>3 : 屋苑/住宅大廈 Housing Estate/Residential Building</li>	7b:小學 Primary School	10:其他 Others
4 : 辦公室 Office #		

# 如爆環成以招募大量的液鏈或辦公室簽署約章,可獲須發臺計藝狀。 # An Appreciation Certificate will be presented to the Organization successfully recruits a significant number of shops or offices to sign up the Cherter.

Fax : 8143 0048 Phone : 3155 3977

#### C. 關於約章 About the Charters

- 1. 節能約章 2022 (Energy Saving Charter 2022)
  - (a) 在 2022 年夏季6 月至9 月期間,將至內平均溫度維持在攝氏 24 至 26 度之間; To maintain average indoor air temperature at 24-26 °C during the summer months of June to September in 2022;
  - (3) 在 2022 年 6 月至 2023 年 5 月射間,關連不使用的電器及系統; To switch off appliances and systems when not in use from June 2022 to May 2023;
  - (c) 在 2022 年 6 月至 2023 年 5 月期間, 採購具能源效益的產品(如貼方 級能源模籤的電器用具)及系統; To produce energy efficient appliances (such as with Grade 1 energy labels) and systems from June 2022 to May 2023;
  - (d) 與員工/學生/租客共同實踐以上節約能源措施。
  - To engage staff / students / tenants to adopt the above energy saving practices together.
- 2. 4T 約章 (4T Charter)
  - (a) 制定時間表以訂立節能目標:
  - To set energy saving **target** with a **timeline**; (3) 確保節能成果及連築物進源數據的**透明度**;
  - (a) DETERDING TO ENERGY AND A STATE OF A S
  - (c) 嵌動全民(如員工/學生/住戶/租客)共同參與達式節能目標。
  - To encourage inhabitants (including staff/students/occupants/tenants) to work together on the above energy saving target.

\* 詳細資料購測機制員 (http://www.energysaving.gov.hk/esc2022/to/cherter/index.html) 。 Please refer to the website (http://www.energysaving.gov.hk/esc2022/to/cherter/index.html) for details.







### **Reply Slip - A. Basic Information**

A. 基本資料 Basic Information	_			
聯絡人 Name of Contact Person:	April Li			
職位 Post Title:	Director			
電郵地址 Email:	aprilagc@gmail.com		Must be correct as all informat	ion
電話 Tel:	29678855		win be communicated via enia	
郵寄地址:(以作收取宣傳品/證書)	Room 2002, 20/E, New T	rancura Co	entre 10 Ng Eong Street	
Postal Address:	San Po Kong, Kowloon		chure, to the Folig Succi,	
(for receiving publicity material(s) / certificate(s))	San I o Kong, Kowioon	Posta	Laddress MUST be completed as	
		pa	articipation certificate will be distributed by post	





### **Reply Slip - B. Categories**

B. 類別 Categories		
1 :商場 Shopping Mall	5:商舖 Shop #	7c:中學 Secondary School
2a:辦公室大樓 Office Building	6a:非政府機構	7d:專上教育院校
	Non-governmental Organisation	Post-Secondary Education Institution
2b: 商業大樓 Commercial Building	6b:社區設施 Community Facility	8 :酒店 Hotel
2c:工業大樓 Industrial Building	7a:幼稚園 Kindergarten	9 :醫院 Hospital
3 :屋苑/住宅大廈	7b:小學 Primary School	10:其他 Others
Housing Estate / Residential Building		
4 :辦公室 Office #		

# 如機構成功招募大量的商舖或辦公室簽署約章,可獲頒發嘉許獎狀。

# An Appreciation Certificate will be presented to the Organization

successfully recruits a significant number of shops or offices to sign up the Charter.





### **Reply Slip - C. About the Charters**

#### C. 關於約章 About the Charters

- 1. 節能約章 2022 (Energy Saving Charter 2022)
  - (a) 在 2022 年夏季 6 月至 9 月期間,將室內平均溫度維持在攝氏 24 至 26 度之間;
    - To maintain average indoor air temperature at 24-26 °C during the summer months of June to September in 2022;
  - (b) 在 2022 年 6 月至 2023 年 5 月期間,關掉不使用的電器及系統;

To switch off appliances and systems when not in use from June 2022 to May 2023;

- (c) 在 2022 年 6 月至 2023 年 5 月期間,採購具能源效益的產品(如貼有一級能源標籤的電器用具)及系統; To procure energy efficient appliances (such as with Grade 1 energy labels) and systems from June 2022 to May 2023;
- (d) 與員工/ 學生/ 租客共同實踐以上節約能源措施。

To engage staff / students / tenants to adopt the above energy saving practices together.

- 2. 4T 約章 (4T Charter)
  - (a) 制定時間表以訂立節能目標;

To set energy saving target with a timeline;

(b) 確保節能成果及建築物能源數據的透明度;

To ensure **transparency** on energy saving result and building energy data;

(c) 鼓勵全民(如員工/學生/住戶/租客)共同參與達成節能目標。

To encourage inhabitants (including staff/students/occupants/tenants) to work together on the above energy saving target.





#### D. 簽署約章 Signing Charter(s)

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請填寫簽署約章的場所資料。 Please fill in the information for the participating premise(s) signing the Charter Scheme(s).

	類別 Category		3					
E	機構名稱	(中)	ABC 物業管理有限公司					
×	Name of Organization	(Eng)	ABC Property Management Company Limited					
Α	參與場所的名稱及地址	(中)	九龍史提芬道 <b>123 號 XYZ</b> 花園					
м	Name and Address of Participating Premises (Eng) XYZ Garden, 123 Stephen's Road, Kowloon							
Р	以上場所願意參與以下約章: The above premises would like to join the following Charter Scheme(s):							
L	請於適當的空格填上剔號。	Please ti	ck the box(es) as appropriate. MUST fill in both English & C	Chinese				
Ε	↓ 節能約章 2022 Energy	gy Savin	g Charter 2022 information as they will be listed and other promotion material b	l on website bilingually.				
	讀別児爹與即能約某印刷 Diassa spacify spacify you	百疋ण新 va(a) far	(如有) : 曾所、大堂及公共地方	<b>J</b>				
例	participating the Energy Saving Charter, if any : Clubhouse, lobby & common area							
子	2012 2013 2014 🗸 2015 🗸 2016 🗸 2017 2018 🗸 2019 🗸 2020 2021							
	✓ 4T 約章 4T Charter (參加者需按要求提交有關資料 Participants are required to submit relevant information upon requested)							
				10				





#### Example 1

#### **Typical example for Housing**

1.	類別 Category		3. Housing Estate / Residential Building	g			
	機構名稱	(中)	高衞物業管理有限公司				
	Name of Organization	(Eng)	Goodwell Property Management Limite	d			
	參與場所的名稱及地址	(中)	紅磡海逸道8號海逸豪園				
	Name and Address of Participating Premises	(Eng)	Laguna Verde, 8 Laguna Verde Avenue	, Hung Hom			
	以上場所願意參與以下約章: The above premises would like to join the following Charter Scheme(s): 請於適當的空格填上剔號。 Please tick the box(es) as appropriate.						
	✓ 節能約章 2022 Energe 請列明參與節能約章的抗	gy Savin 与定地點	g Charter 2022 (如有) : <u>第1至25座住宅大堂</u>	This venue had participated in the Charter 2021 and listed on the Website.			
	Please specify specific venu participating the Energy Sav	e(s) for ving Char	ter, if any : Lobby of Residential Towers 1 to 2	25			
	<ul> <li>^ 曾於以下年份簽署約章 Had participated in Energy Saving Charter</li> <li>2012 2013 ✓ 2014 ✓ 2015 ✓ 2016 ✓ 2017 ✓ 2018 ✓ 2019 ✓ 2020 ✓ 2021</li> </ul>						
	✓ 4T 約章 4T Charter (參加者需按要求提交有關資料 Participants are required to submit relevant information upon requested)						





#### Example 2

#### **Typical example for Office**

1.	類別 Category		4. Office				
	機構名稱	(中)	港慧顧問有限公司				
	Name of Organization	(Eng)	Asian Gateway Consultants Limited				
	參與場所的名稱及地址	(中)	新蒲崗五芳街 10 號新寶中心 29 樓 2902 室				
	Name and Address of						
	Participating Premises	(Eng)	Room 2902, 29/F, New Treasure Centre, 10 Ng Fong Street, San Po Kong				
	以上場所願意參與以下約章	: The	above premises would like to join the following Charter Scheme(s):				
	請於適當的空格填上剔號。	Please ti	ck the box(es) as appropriate.				
	↓ 節能約章 2022 Energy	gy Saving	g Charter 2022				
	請列明參與節能約章的拍	盲定地點	(如有) :				
	Please specify specific venu	e(s) for					
	participating the Energy Sa	ving Charl	ter, if any				
	^ 曾於以下年份簽署約章	E Had par	rticipated in Energy Saving Charter				
	2012 2013 2014 2015 2016 2017 2018 2019 2020 2021						
	✓ 4T 約章 4T Charter (參加者需按要求提交有關資料 Participants are required to submit relevant information upon requested)						





#### Example 3

A CONTRACTOR

#### **Typical example for Office**

1.	類別 Category		4. Office				
	機構名稱	《構名稱 (中) 康業服務有限公司 - 新鴻基地產集團成員					
	Name of Organization	rganization (Eng) Hong Yip Service Company Limited – Member of Sun Hung Kai Properties Group					
	參與場所的名稱及地址 Name and Address of	(中)	九龍城聯合道 50 號匯豪				
	Participating Premises	(Eng)	Luxe Metro, 50 Junction Road, Kowl	oon City			
	以上場所願意參與以下約章	: The	above premises would like to join the follow	ing Charter Scheme(s):			
	請於適當的空格填上剔號。	Please ti	ck the box(es) as appropriate.				
	✓ 節能約章 2022 Energy	gy Savin	g Charter 2022	This venue had p	articipated	l in the	
	請列明參與節能約章的挑	盲定地點	(如有) : 客户服務處	Charter 2021 and lis	sted on the	Website.	
	Please specify specific vent participating the Energy Sa	ie(s) for ving Char	ter, if any : Customer Service Office				
	^ 曾於以下年份簽署約章 Had participated in Energy Saving Charter						
	2012     2013     2014     2015     2016     2017     2018     2019     2020     ✓     2021						
	✓ 4T 約章 4T Charter (參加者需按要求提交有關資料 Participants are required to submit relevant information upon requested)						
_						45	





#### Example 4

A CONTRACTOR

#### **Typical example for Shop**

1.	類別 Category		5. Shop	
	機構名稱	(中)	Vans	
	Name of Organization	(Eng)	Vans	
	參與場所的名稱及地址 Name and Address of	(中)	旺角亞皆老街8號朗豪坊6樓18台	浦
	Participating Premises	(Eng)	Shop 18, 6/F, Langham Place, 8 Argy	yle Street, Mongkok
	以上場所願意參與以下約章 請於適當的空格填上剔號。	: The Please ti	above premises would like to join the follow. ick the box(es) as appropriate.	ring Charter Scheme(s):
	✓ 節能約章 2022 Energy 請列明參與節能約章的指 Please specify specific yeau	gy Savin 盲定地點 ne(s) for	g Charter 2022 (如有) :	This venue had participated in the Charter 2021 and listed on the Website.
	participating the Energy Sa	ving Charl	ter, if any :	
	^ 曾於以下年份簽署約章	E Had par	rticipated in Energy Saving Charter	
	2012 🖌 2013 🗌	<ul><li>✓ 2014</li></ul>	✓ 2015 ✓ 2016 ✓ 2017 ✓ 201	18 2019 🖌 2020 🖌 2021
	✓ 4T 約章 4T Charter @	參加者需找	安要求提交有關資料 Participants are required to subm	nit relevant information upon requested)
_				10





#### Example 5

#### **Typical example for Kindergarten**

1.	類別 Category	-	7c. Secondary School		
	機構名稱	(中)	東華三院		
	Name of Organization	(Eng)	Tung Wah Group of Hospitals		
	參與場所的名稱及地址 Name and Address of	(中)	葵涌葵盛葵合街 1-5 號東華三院陳	兆民中學	
	Participating Premises	(Eng)	TWGHs Chen Zao Men College, 1-5	Kwai Hop Street, Kwai Chung	
	以上場所願意參與以下約章: The above premises would like to join the following Charter Scheme(s): 請於適當的空格填上剔號。 Please tick the box(es) as appropriate.				
	✓ 節能約章 2022 Energy 請列明參與節能約章的抗 Please specify specific venu	gy Savin 盲定地點 ne(s) for	g Charter 2022 (如有) :	This venue had participated in the Charter 2021 and listed on the We	the ebsite.
	participating the Energy Sa	ving Char	ter, if any :		
	^ 曾於以下年份簽署約章	看 Had pa	rticipated in Energy Saving Charter		
	2012 2013	2014	2015 🖌 2016 🖌 2017 🖌 201	18 🖌 2019 🖌 2020 🖌 2021	
	✓ 4T 約章 4T Charter @	参加者需找	安要求提交有關資料 Participants are required to subm	it relevant information upon requested)	
					17





### **Reply Slip - Assistance**

#### **Helpline**

- For a certain numbers of venues / premises signing up the Charter, please contact the Event Secretariat at 3155 3977 for assistance.
- A reply form in Excel format would be provided.





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#### **Online System**

#### Event Website: https://www.energysaving.gov.hk/esc2022/tc/charter/index.html





#### **Online System**

#### subscribe.emsd.gov.hk/esc2022/user/login.html



度,我們擴大「約章」的範圍亦激諸商業/工業大樓、社區設施、餐廳、超級市場、幼稚園、酒店



#### New participants (have <u>not</u> participated in ESC 2021) Click 'Sign Up' for a new account

Energy Saving Charter 2022 and 4T Charter – Login

	Login	emsdadmin3
	Password	•••••
	Login	Forgot password
	Don't have a	an account yet? Sign up here.



After completing all information above, please press 'Submit' to sign up.

		Sign up		
		*Name of Contact Person:	April Li	
1		*E-mail:	aprilagc@gmail.com	(Login Name)
		*Password:	••••••	
			(At least 8 digits of numbers and/ or characters)	
		*Re-type Password:	••••••	
			(At least 8 digits of numbers and/ or characters)	
		Post:	Director	
		*Phone:	29768855	
		*Postal Address:	Room 1303, 13/F Win Plaza, 9 Sheung Hei Street, San Po Kor	
			Please enter the CAPTCHA below	
	D	Submit C ncel	6390	



- Please make sure your email address is correctly typed in order to receive the activation email.
- If you do not receive an email within 2 hours after signing up, please contact the Event Secretariat at 3155 3977.

Sign up	ubscribe.emsd.gov.hk 顯示 egistration complete, please check your e-mail inbox for the ctivation mail. 確定	
*E-mai	l: aprilagc@gmail.com	(Login Name)
*Password	I: ••••••••••••••••••••••••••••••••••••	



After clicking 'Submit', an email will be received for

- Account Activation
- Login name and password

Please click '<u>Click here</u>' to activate your account

Energy Saving Charter 2022 / 4T Charter - Sign Up







### **Online System - Account Activation**

After clicking the Account Activation, your account will be activated immediately.

You have successfully activated your account, please login here.









### **Online System - Login**

- Use the login name and password received the activation email to log in
- Forgot password is for those know the login name use only
- If have doubt, please contact the Event Secretariat for assistance







### **Online System - After Login (Profile)**

#### My profile page

 At anytime, can update your profile, then press the 'Update' button for submission

	My Profile		
	Welcome April Li My Pre	mises My Profile Logout	
	*Name of Contact Person:	April Li	ř.
	*E-mail:	aprilagc@gmail.com	(Log n Name)
	Password:	Password	][
1		(At least 8 digits of numbers and/ or characters)	
	Re-type Password:	Re-type Password	)
		(At least 8 digits of numbers and/ or characters)	
	Post:	Director	).
	Phone:	29768855	1
	Fostal Address:	Room 2902, 29/F, New Treasure Centre, 10 Ng Fong St	1)
	Update		



### **Online System - After Login (Sign Up)**

For Signing up the Charter, please click 'My Premises'.







Click 'Add New premises' to create new premises





1 1



#### **New Premises (Example)**

*Organisation:	Eng	Electrical and Mechanical Services Department	<<	Choose from saved record	
	Chi	機電工程署	<<	Choose from saved record	
*Category:		Office Building / Commercial Building / Industrial Buildin 🔻			
Participating Premises' Add	dress				
(English) Flat / Room / Unit / Suite		Floor:			
○/ Shop ○					
* Block/Tower/Name of	Flect	rical and Mechanical Services Department Headquarter			
Building:	Licer				
Name of Estate/Shopping Mall:					
* Number and Name of Street:	3 Kai	i Shing Street			
Location :	G/F I	Lobby, Common Area & Corridors			
* District 地區:	Kov	vloon Bay-九龍灣 🔹 🔻			
參與場所的	加址				
(中文) *街道名稱及門牌號碼:	<u></u> 啟成	街3號			
屋苑/屋邨/商場名稱:					
* 大廈名稱/座:	機電	工程署總部			
樓:		舖 ◎/ 室 ◎:			
地點:	地下;	大堂、公眾地方及走廊			

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#### **New Premises (Example)**

以上場所願意簽署以下約章:(請於適當的空格填上剔號)

The venue would like to sign the following Charter Scheme(s): (Please tick the box(es) as appropriate)

- ☑ 1. 節能約章2022 (Energy Saving Charter 2022 Scheme)
- (a) 在2022年夏季6月至9月期間,將平均室內溫度維持在24至26度之間;

To maintain average indoor temperature 24-26 °C during the summer months of June to September in 2022;

(b) 在2022年6月至2023年5月期間, 關掉不使用的電器及系統;

To switch off appliances and systems when not in use from June 2022 to May 2023;

- (c) 在2022年6月至2023年5月期間,採購具能源效益的產品(如貼有一級能源標籤的電器用具)及系統; To procure energy efficient appliances (such as with Grade 1 energy labels) and systems from June 2022 to May 2023; and
- (d) 與員工 / 學生 / 租客共同實踐以上節約能源措施。 To engage staff/ students/ tenants to adopt the above energy saving practices together.

曾於以下年份簽署約章

Had participated in Energy Saving Charter

2012 □2013 □2014 □2015 □2016 □2017 □2018 □2019 ☑2020 ☑2021

- ☑ 2.4T約章 (4T Charter Scheme)
- (a) 制定時間表以訂立節能目標 ;

To set energy saving target with a timeline;

(b) 確保具透明度跟進節能成效及建築物能源數據 ;

To ensure transparency on energy saving result and building energy data;

(c) 鼓勵全民(如員工/學生/住戶/租客)共同參與達成節能目標。

To encourage inhabitants (including staff / students / occupants / tenants) to work together on the above energy saving target.

□ 可供選擇的額外承諾 Optional additional pledge:

除了節省能源,鼓勵錢署4T約章的參與者因應減碳而訂立目標和時間表,例如實行再生能源系統、 絲色運動及減少廢物等。並分享計劃的措施和成果

In addition to energy saving, signatories of 4T charter scheme are also encouraged to set targets and timelines for the reduction of carbon emissions, such as installation of more renewable energy systems, adoption of green transport and waste reduction, etc., and share their measures and achievements.





Chi      < <choose from="" record<="" saved="" td="">       'Categor:    Prease select ####       Barticipating Premises Addre    Prease select ####       Shopping Mall %*     Office Building / Commercial Building Efs / Lee + 2 B       Office Building / Commercial Building Efs / Lee + 2 B     Office Building / Commercial Building Efs / Lee + 2 B       Block/Tower/Name of Building    </choose>	*Organisation: Eng	< Choose from saved record
*Category: Participating Premises' Addres (English) Flat @/Room @/Unit @/Sule @/Shop @ Block/Tower/Name of Building: Name of Estate/Shopping Mail: Number and Name of Street: District 地區: - Please select 講道: - Please select # - Please select #	Ch	< <choose from="" record<="" saved="" td=""></choose>
Barticipating Premises' Addre              — Please select 問題每             —             Shopping Mail 商場               — Please select 問題每             —             Shopping Mail 商場             〇ffice Building / Chustrial Building 星苑 / 住宅大厦             〇ffice Building / Community Facility 非政府機構 / 社區設施             School (kindergarten / Primary & Secondary Schools / Post-Secondary Education Institution) 學校 (幼稚園 / 中小學 / 專上較實除校)             Host 福祉             · Hostal 電院             〇there 其他             ①there 其他             ①there 其他             ①there 其他             ①there 其他             ①there 其他             ①there 其他             · Please select 請選攝             ·             ·	*Category:	
District 地區:         Please select 請選擇                參與場所的地址            (中文)         街道名稱及門牌號碼:           屋苑/屋邨/商場名稱:           上           大廈名稱/座:           樓:         鋪 @/室 @ :                Step 1: Select Category	(English) Flat / Room / Unit / Suite (English) Flat / Room / Unit / Suite / Shop · : Block/Tower/Name of Building: Name of Estate/Shopping Mall: Number and Name of Street: Location : e.	Please select 請選擇 Shopping Mall 商場 Office Building / Commercial Building / Industrial Building 辦公室大樓 / 商業大樓 / 工業大樓辦公室 Housing Estate / Residential Building 屋苑 / 住宅大廈 Office 辦公室 Shop / Restaurant / Supermarket 商舗 / 餐廳 / 超級市場 Non-governmental Organisation / Community Facility 非政府機構 / 社區設施 School (Kindergarten / Primary & Secondary Schools / Post-Secondary Education Institution) 學校(幼稚園 / 中小學 / 專上教育院校) Hotel 酒店 Hospital 醫院 Others 其他
(中文) 街道名稱及門牌號碼: 屋苑/屋邨/商場名稱: 大廈名稱/座: 樓: 誦◎/室◎: Step 1: Select Category	参图提所的抽册	Please select 請選擇     ▼
Exi/Ewi/@sati Exi/Ewi/@sati te: atolications te: atolication te: atolicatio te: atolication t	(山立) 街道名紙及明牌號碼•	
また「産税」同物11時 大度名稱/座: 使:  ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・ ・	日本 日本 日本 二本 二 二 二 二 二 二 二 二 二 二 二 二 二 二	
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	大厦石梯/庄· 枝:	Step 1: Select Category









You may find and select your entered organisation in the drop-down list.

\* Suggest to type full name (e.g. ✓ Limited × Ltd.)





Enter letter(s) / number(s) only (e.g. Ground floor $\rightarrow$ G; 1/F $\rightarrow$ 1)





Block/Tower/Name of Building:	
Name of Estate/Shopping Mall:	
屋苑/屋邨/商場名稱:	
大廈名稱/座:	

#### Housing Estate / Residential Building, NGO, School & Others

#### **Shop & Shopping Mall**

Block/Tower/Name of Building Name of Estate (if applicable) Name of Shopping Mall

Office, Office/Commercial/Industrial Building, Hotel & Hospital

Block/Tower/ Name of Building



* Number and Name of Street:	
*街道名稱及門牌號碼:	

- \* Suggest to type <u>full name</u> (e.g. ✓ Street × St. / ✓ Road × Rd. )
- English address: 1 Stephen's Road
- 中文地址:史提芬道123號





\* Location: e.g. All areas, Lobby, Lift lobby, Podium, Public corridors, Common areas, Clubhouse

\* 地點: 例如:所有地方、大堂、升降機大堂、平台、公共走廊、公共地方、會所

You may only apply for specific location(s) such as:

- All areas
- Lobby
- Common areas
- Clubhouse

- Podium
- Lift lobby
- Public corridors

\* If only applying <u>Management Office</u>, <u>Customer Service Office</u>, etc., it should be applied in '**Office**' category instead of 'Housing Estate / Residential Building'.





#### District can be selected in the drop-down list.



District 地區:	Please select 請選擇 🔻	
	Please select 請選擇	
	Hong Kong - 香港	
	Aberdeen-香港仔	
	Ap Lei Chau-鴨脷洲	
	Causeway Bay-銅鑼灣	
	Chai Wan-柴灣	
	Happy Valley-跑馬地	
	Kennedy Town-堅尼地城	
	Mid-Levels-半山	
	North Point-北角	
	North Point Hill-北角半山	
	Peak-山頂	
	Pokfulam-薄扶林	
	Quarry Bay-鰂魚涌	
	Repulse Bay-淺水灣	
	Sai Ying Pun-西營盤	
	Shau Kei Wan-筲箕灣	
	Sheung Wan-上環	
	Shouson Hill-壽臣山	
	Siu Sai Wan-小西灣 🔹 🗸	









#### (b) 確保具透明度跟進節能成效及建築物能源數據;

To ensure transparency on energy saving result and building energy data;

(c) 鼓勵全民(如員工/學生/住戶/租客)共同參與達成節能目標。

To encourage inhabitants (including staff / students / occupants / tenants) to work together on the above energy saving target.

#### □ 可供選擇的額外承諾 Optional additional pledge:

除了節省能源,鼓勵簽署4T約章的參與者因應減碳而訂立目標和時間表,例如實行再生能源系統、綠色運輸及減少廢物等。並分享計劃的措施和成果。 In addition to energy saving, signatories of 4T charter scheme are also encouraged to set targets and timelines for the reduction of carbon emissions, such as installation of more renewable energy systems, adoption of green transport and waste reduction, etc., and share their measures and achievements.



Cancel

#### Click 'Save and Join' to submit your application





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#### **Online System - New Premises**

Sequence No.	Organisation	Category	Address		
03891-0001	ABC Company Limited	Shopping Mall 商場		Edit / Join	<
	甲乙丙有限公司				
Add New prem	nises				4

Approved

Pending Approval

### Usually approved within 7 working days

Sequence No.	Organisation	Category	Address	
03891- 0001	ABC Company Limited 甲乙丙有限公司	Shopping Mall 商場	ABC Mall 甲乙丙商場	Edit / Join Unjoin
Add New	premises			





### **Registration - 4T Charter**

#### By filling in Information Collect Form



- Submit by email to esc2022@emsd.gov.hk
- Preferably, to be submitted together with the Reply Slip





#### **Information Collect Form - Part A&B**

序號 Sequence Number :				
機構名稱	Asian Gateway Consultants Limited			
Name of Organization :				
參與場所名稱	Ream 2002 20/E New Treasure Centre			
Name of Participating Premises:	Room 2902, 29/Finew freasure Centre			
聯絡人名稱	April Li			
Name of Contact Person:				
電郵地址 Email:	aprilagc@gmail.com			
電話 Tel:	2967 8855			

(i)	基準年份 Base Year	:	年份 Year	2022	2018			
(ii)	目標年份 Target Year	:	年份 Year		2022			
(iii)	與基準年份相比,目標年份能源節省的百份比 Percentage of Energy Reduction by Target Year when compare with Base Year	:				2	%	6
(iv)	基準年份的總能源消耗 <sup>1</sup> Total Energy Consumption <sup>1</sup> of Base Year	:		26	5405	兆焦耳(	MJ	)





#### **Information Collect Form - Part C**

(C)因) <u>Op</u>	減碳 <u>可供選擇的</u> 額外承諾 <u>tional</u> additional pledges for carbon reduction		□ 是 Yes □ 否 No
除 實 In tim add	了節省能源,鼓勵簽署 4T 約章的參與者 行再生能源系統、綠色運輸及減少廢物 addition to energy saving, signatories of 4T charte pelines for the reduction of carbon emissions, such option of green transport and waste reduction, etc.,	音因 等 r sc as i anc	困應減碳而訂立目標和時間表,例如 。並分享計劃的措施和成果。 cheme are also encouraged to set targets and nstallation of more renewable energy systems, d share their measures and achievements.
(i)	基準年份 Base Year	:	年份 Year
(ii)	目標年份 Target Year	:	年份 Year
(iii)	與基準年份相比,目標年份減碳排放的百份比 Percentage of Reduction of Carbon Emissions by Target Year when compare with Base Year	:	%
(iv)	基準年份的總減碳排放 Total Reduction of Carbon Emissions of Base Year	:	萬公噸二氧化碳當量(Kilotonnes CO2-e)





#### **Information Collect Form - Part D**

(D) 為了確保具透明度,參與機構將會採用以下公佈節能成效及減碳\*的方法(請於適當的空格填上剔號) To achieve transparency, organization of participating premises will adopt following method(s) to publish its energy saving results and carbon reduction results\* (please put tick(s) in appropriate boxes):-



網站 Website

對外通訊 Newsletter (for public)

其他: *請註明如下* Others: *please specify below*  内聯網 Intranet 内部通訊 Memo / Circular

#### 備注:參與機構須因應要求提交能源節約及減碳\*的成效,如每年度一次。

Note – Participating organization / premises is required to report energy saving results and carbon reduction results\*, say, on annual basis upon requested.





### **Information Collect Form - Part E**

	(E) 鼓勵全民(如員工/學生/住戶/租客)共同參與達成節能目標及減碳目標*的方法(請於適當的空格填上剔號) Measures for encouraging inhabitants (including staff/ students/ occupants/ tenants) to work together on the energy saving target and carbon reduction target*. Please put tick(s) in appropriate box(es):-
	<ul> <li>         讓員工/學生/居住者/承租人參與計劃節能項目及減碳項目*         Involve inhabitants in planning of energy saving programme and carbon reduction programme*         就節能項目及減碳項目*的進度訂下目標,並向員工/學生/住戶/租客給予反饋。         Set and particular for the later inhabitants in planning of energy and and and and and and and and and and</li></ul>
	Set goals and provide reedback to inhabitants on progress of energy saving programme and carbon reduction programme*
	A La
	就節能計劃及減碳計劃*與員工/學生/住戶/租客進行定期溝通 Communicate regularly with inhabitants on energy saving programme and carbon reduction programme*
	開創目標和成果共享的機會 Create opportunities for sharing of goals and accomplishments
	其他: <i>讀註明如下</i> Others: <i>please specify below</i>
	備注:參與機構須因應要求,提交文件證明以上有關方法得以實施。 Note – Participating organization/premises is required to provide documentary proof of above measures upon requested.
Action of the second	* · if selected Ontional additional pledges





### **List of Participants**

#### <u>Website</u>



	Shopp	ing Mall		Home > Earl
Shopping Mail				Search F
Office Building / Commercial Building / Industrial Building Housing Estate / Residential Building	Θ	ARA Asset Management (Fortu	ne) Limited	
Office		Fourture Metropolis		
Non-governmental Organisation Community Facility				
School (Kindergarten / Primary & Secondary Schools / Post- Secondary Education Institution)	9	Citybase Property Managemen	nt Limited	
Hotel				
Hospital Others		<ul> <li>The Pacifica Mail</li> </ul>		
	Θ	Harbour City Estates Limited		

Marcine Al	全民燈將 2×19	
	🖤 🖬 👘 🛞 🛞	Environment Bureau EMSD
	Image: section of the sectio	

for Energy Saving Charter 2018



### **Publicity Materials**

- 1) Poster
- 2) Switch sticker
- 3) Tent Card (for shops & malls)
- To be delivered together with certificate(s) by post





Designs are for reference only.



### **Certificate of Participation**



publicity materials will be delivered by batches from July 2022

Certificates and

- Name of participating premises
- Specify location(s)
- May add year(s) of signing

- Deliver by post
  - Postal address provided during online sign up / reply slip





### **Certificate of Appreciation**

A certificate ill be presented to outstanding organisations who successfully recruit a significant number shops / offices to sign up ESC 2022

#### B. 類別 Categories

1 :商場 Shopping Mall	5:商舖 Shop #	7c:中學 Secondary School		
2a:辦公室大樓 Office Building	6a:非政府機構	7d:專上教育院校		
	Non-governmental Organisation	Post-Secondary Education Institution		
2b: 商業大樓 Commercial Building	6b:社區設施 Community Facility	8 :酒店 Hotel		
2c:工業大樓 Industrial Building	7a:幼稚園 Kindergarten	9 :醫院 Hospital		
3 :屋苑/住宅大廈	7b:小學 Primary School	10:其他 Others		
Housing Estate / Residential Building				
4 : 辦公室 Office #				
	# 如機構成功招募大量的商舖或	或辦公室簽署約章,可獲頒發嘉許獎狀。		
	# An Appreciation Certificate will be presented to the Organization			
	successfully recruits a significant number of shops or offices to sign up the Charter.			





### **Application Deadline**

- Application is now open
- Submit at the earliest convenience
  - for listing on the website (at the same day of Launching Ceremony (if any) and will be updated regularly) and all promotion materials (e.g. newspaper supplements, if any)











# • Planned to launch in June 2022 tentatively, details to be announced later









#### **Enquiries**

#### Phone: 3155 3977 Email : <u>esc2022@emsd.gov.hk</u>













# Thank you

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