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## 世界自然基金會低碳製造計劃申請表格 WWF Low Carbon Manufacturing Programme Application Form

申請人請注意：

### Notes for the Applicant:

- 1 請填妥本表格的第一至第五部分。  
Please complete the form from Part I to Part V.
- 2 申請人可在本計劃的網頁：[wwf.org.hk/lcmp](http://wwf.org.hk/lcmp)，下載計劃手冊，了解詳情。  
For details of the Low Carbon Manufacturing Programme (LCMP), please refer to the programme handbook which is available on the official website [wwf.org.hk/lcmp](http://wwf.org.hk/lcmp).
- 3 請填妥本表格的所有相關部分，並確保資料無誤。如表格不敷填寫，特別在填寫第三部分時，請於本計劃的網頁下載低碳製造計劃附加表格，並連同本表格一併交回。  
Please ensure that all relevant parts of this form are completed and the information is accurate. If there is insufficient space, in particular Part III, please download the LCMP Additional Factory Form from our website and attach the sheet(s) to this form.
- 4 本計劃的收費表列於第 8 頁，供申請人參考。  
Please refer to the programme fee schedule listed on page 8.
- 5 請把填妥之表格，連同此部分第 7 點描述的文件，一併電郵或郵寄至**低碳製造計劃秘書處**。  
Please return the completed form attaching the supporting documents mentioned in point "7" and e-mail or post to the below address of the **Secretariat of the LCMP**.

<b>LCMP Secretariat:</b> Intertek Testing Services HK Limited	<b>低碳製造計劃秘書處：</b> 天祥公證行有限公司
<b>Address:</b> 2/F, Garment Centre, 576 Castle Peak Road, Kowloon, Hong Kong <b>Telephone:</b> (852) 2173 8564 <b>Fax:</b> (852) 2742 5716 <b>E-mail:</b> <a href="mailto:helpdesk.lcmp@intertek.com">helpdesk.lcmp@intertek.com</a> <a href="http://www.intertek.com">www.intertek.com</a>	<b>地址:</b> 香港九龍青山道 576 號製衣中心二字樓 <b>電話:</b> (852) 2173 8564 <b>傳真:</b> (852) 2742 5716 <b>電郵:</b> <a href="mailto:helpdesk.lcmp@intertek.com">helpdesk.lcmp@intertek.com</a> <a href="http://www.intertek.com">www.intertek.com</a>
<b>Payment methods:</b> Please settle the payment by one of the below methods and advise us the payment details either by fax at 852-2742-5716 or email to: <a href="mailto:helpdesk.lcmp@intertek.com">helpdesk.lcmp@intertek.com</a> (pls always quote the invoice no. / customer no. in payment details of remittance advice, if any)	<b>付款方法:</b> 請按照以下其中一個付款方法繳付款項，並把有關證明，如銀行之“存款收據”或“匯款收據”傳真至(852) 2742-5716 或電郵至: <a href="mailto:helpdesk.lcmp@intertek.com">helpdesk.lcmp@intertek.com</a> 《請註明客戶帳號或發票號碼(如有)》
<b>(1) Bank transfer (pls quote customer no., if any)</b> Beneficiary: <b>Intertek Testing Services Hong Kong Ltd.</b> Banker: The Hong Kong & Shanghai Banking Corp Ltd Bank Address: 1 Queen's Road, Central, Hong Kong Bank Code: 004 Bank Account No.: 511-894206-201 (USD or other currency) Bank Account No.: 511-894206-002 (HKD currency) Swift Code : HSBCHKHHHKH	<b>(1) 電匯至以下之銀行戶口，並請註明客戶帳號(如有):</b> 受款人: <b>天祥公證行有限公司</b> 開戶銀行名稱: 香港上海匯豐銀行有限公司 開戶銀行地址: 香港中環皇后大道中一號 <b>Bank Code : 004</b> 戶口號碼 : 511-894206-201 (USD) 戶口號碼 : 511-894206-002 (HKD) <b>Swift Code : HSBCHKHHHKH</b>
<b>(2) Cheque payments</b> Please payable to " <b>Intertek Testing Services Hong Kong Ltd.</b> " and post it to Ms. Jazz Law at 2/F Garment Centre, 576 Castle Peak Road, Kowloon, Hong Kong. (Please quote the customer no., if any)	<b>(2) 郵寄劃線支票:</b> 支票抬頭為“ <b>天祥公證行有限公司</b> ”，並請寄往: 香港九龍青山道576號製衣中心2字樓, Attn: Ms. Jazz Law 《請於支票背後註明客戶帳號(如有)》

- 6 填寫本表格，並不代表申請人與世界自然基金會香港分會本計劃的秘書處訂立任何協議。如申請人在任何與申請本計劃相關的活動中，產生任何損失，本計劃的秘書處並不會承擔任何責任。  
This is an application form ONLY and there is NO contractual relationship between the Applicant as one party and the Secretariat of the Programme at WWF-Hong Kong as the other party. The Secretariat of the Programme at WWF-Hong Kong bears no responsibilities on any liability and cost incurred by the Applicant in connection with the activities related to this application.
- 7 請把以下文件，連同填妥之表格一併交回。  
Please ensure the following documents are attached to this application form.
- 7.1 由有關當局發出的**有效商業登記證**（包括總公司及工廠）副本。  
A copy of the **Valid Business Registration Certificate** (including headquarter company and factory) issued by competent authorities.
- 7.2 依照此部分第 5 點的付款方式，繳付**\$13,000 港元**費用(包括**\$1,000 港元**的申請費用及**\$12,000 港元**之參與費用)，並提供付款單據副本。  
Follow the payment methods mentioned in point “5” to made a payment of **HK\$13,000** (including HK\$1,000 application fee and HK\$12,000 participation fee) and provide the copy of the payment receipt.
- 7.3 提供生產流程圖  
Provide the manufacturing process flowchart.
- 8 本表格內所收集的公司資料，只會用作處理公司參與本計劃的登記申請事宜。  
The information provided in this form will be used ONLY for processing the application for registration as participating company in the Low Carbon Manufacturing Programme.
- 9 本計劃秘書處已採納私隱政策，詳情請瀏覽本計劃網頁：[wwf.org.hk/lcmp](http://wwf.org.hk/lcmp)。  
The Secretariat of the Programme has adopted a Privacy Policy. Information about the policy is available at the official website [wwf.org.hk/lcmp](http://wwf.org.hk/lcmp) of the Programme.

如閣下不欲收到世界自然基金會的宣傳資料，請在左面的格子內填上「X」。  
If you do not want to receive promotional materials from WWF Hong Kong, please mark a “x” in the box on the left.

**第一部分：聯絡人資料**

**Part I: Contact Person Information**

稱謂 Title : 先生 Mr. 太太 Mrs. 小姐 Miss. 女士 Ms.

中文姓名 Chinese Name : (姓 Surname) \_\_\_\_\_ (名 Given Name) \_\_\_\_\_

英文姓名 English Name : (姓 Surname) \_\_\_\_\_ (名 Given Name) \_\_\_\_\_

職位 Position : \_\_\_\_\_ 電話號碼 Phone Number : \_\_\_\_\_

公司中文名稱 Chinese Company Name : \_\_\_\_\_

公司英文名稱 English Company Name : \_\_\_\_\_

中文地址 Chinese Address : \_\_\_\_\_

英文地址 English Address : \_\_\_\_\_

電郵地址 Email Address : \_\_\_\_\_

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**第二部分：總公司資料**

**Part II: Headquarter Company Information**

\*\*填寫此部分，需要參考商業登記証。

Before you start, please have a Copy of Business Registration Certificate documents ready.

公司名稱 (英文) Company Name (English) :	
公司名稱 (中文) Company Name (Chinese) :	
公司地址 (英文) Company Address (English) :	
公司地址 (中文) Company Address (Chinese) :	
電話號碼 Phone Number :	
傳真號碼 Fax Number :	
網址 Website :	
成立年份 Year of Establishment :	
員工數目 Number of Employee :	
商業登記號碼 Business Registration Number :	
註冊成立地點 Place of Incorporation :	<input type="checkbox"/> 香港 Hong Kong / <input type="checkbox"/> 中國 Mainland / <input type="checkbox"/> 海外 Overseas
附屬工廠總數目 Total Number of Subsidiary Factories :	
參與低碳製造計劃的工廠數目 Number of Factories to join LCMP :	

第三部分：工廠資料（如超過一間工廠參加本計劃，請下載並填妥低碳製造計劃附加表格。）

**Part III: Factory Information (If you would like to register for more than 1 factory, please download and complete the “LCMP Additional Factory Form”.)**

工廠名稱（英文） Factory Name (English) :	
工廠名稱（中文） Factory Name (Chinese) :	
工廠地址（英文） Factory Address (English) :	
工廠地址（中文） Factory Address (Chinese) :	
電話號碼 Phone Number :	
傳真號碼 Fax Number :	
網址 Website :	
成立年份 Year of Establishment :	
員工數目 Number of Employee :	
商業登記號碼 Business Registration Number :	
註冊成立地點 Place of Incorporation :	<input type="checkbox"/> 香港 Hong Kong / <input type="checkbox"/> 中國 Mainland / <input type="checkbox"/> 海外 Overseas

申請工業類別（可登記一個或以上）

**Application Industries (Can register for one or more industries)**

- |   |  |
|---|--|
| <input type="checkbox"/> 食品製造業 Food manufacturing                               | <input type="checkbox"/> 飲料工業 Beverage industries                                  |
| <input type="checkbox"/> 煙草製品 Tobacco manufacturers                             | <input type="checkbox"/> 服裝製品製造業 Wearing apparel manufacturing                     |
| <input type="checkbox"/> 皮革和皮革產品製造業 Leather and Leather products manufacturing  | <input type="checkbox"/> 鞋類製造業 Footwear manufacturing                              |
| <input type="checkbox"/> 製衣業 Textile industries                                 | <input type="checkbox"/> 木材及軟木製品製造業 Wood and cork products manufacturing           |
| <input type="checkbox"/> 家具及固定裝置製造業 Furniture fixtures manufacturing            | <input type="checkbox"/> 紙及紙製品製造業 Paper and paper products manufacturing           |
| <input type="checkbox"/> 印刷、出版及相關行業 Printing, publishing and allied industries  | <input type="checkbox"/> 化學品及化學製品製造業 Chemicals and chemical products manufacturing |
| <input type="checkbox"/> 石油及煤產品製造業 Products of petroleum and coal manufacturing | <input type="checkbox"/> 橡膠製品製造業 Rubber products manufacturing                     |
| <input type="checkbox"/> 膠製品製造業 Plastic products manufacturing                  | <input type="checkbox"/> 非金屬礦物製品製造業 Non-metallic mineral products manufacturing    |

- |   |  |
|---|--|
| <input type="checkbox"/> 基本金屬製造業 Basic metal manufacturing  | <input type="checkbox"/> 金屬製品製造業 Fabricated metal products manufacturing   |
| <input type="checkbox"/> 辦公室、會計及計算機械製造業 Office, accounting and computing machinery manufacturing  | <input type="checkbox"/> 廣播、電視及通信設備與儀器製造業 Radio, television & communications equipment and apparatus manufacturing |
| <input type="checkbox"/> 機械、設備、儀器及零件製造業 Machinery, equipment, apparatus, parts and components manufacturing   | <input type="checkbox"/> 交通運輸設備製造業 Transport equipment manufacturing   |
| <input type="checkbox"/> 電子零件製造業 Electronic parts and components manufacturing  | <input type="checkbox"/> 電器及家庭用品和電子玩具製 Electrical appliances & houseware and electronic toys manufacturing         |
| <input type="checkbox"/> 專業、科學、量度與控制設備及攝影與光學用品製造業 Professional & scientific, measuring & controlling equipment and photographic & optical goods manufacturing |  |

與申請人／公司關係 Relationship with the Applicant /Company :

- 工廠由中外合資或合作的公司擁有，申請人／公司是其中一方。  
The factory is owned by a Sino-foreign equity joint venture or a co-operative joint venture to which the Applicant/Company is a party.
- 工廠資金來自申請人／公司，並由外商企業全權擁有。  
The factory is owned by a wholly-owned foreign enterprise with capital from the Applicant / Company.
- 工廠由中華人民共和國的企業擁有，有關企業與申請人／公司就三來一補簽有協議  
The factory is owned by a People's Republic of China enterprise which is a party to a subsisting agreement with the Applicant / Company in relation to any of the three forms of processing and assembly operations or compensatory trade. (三來一補)
- 工廠資金來自申請人／公司，並由中華人民共和國的企業全權擁有。  
The factory is wholly-owned by a People's Republic of China enterprise with capital from the Applicant / Company.

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#### 第四部分：興趣／意向

#### Part IV: Interest/Intention:

\*\*請在合適的方格上填上「X」號  
\*\*Please put an "X" in the appropriate box

1. 本公司的工廠申請參加低碳製造計劃**預備階段**，表示申請人在委任第三方驗證人**進行實地驗證與評估前**，會使用本計劃之工具及自行分析工廠的表現，此階段須在兩年內完成。如申請人將委任第三方進行實地驗證與評估，進入**低碳製造計劃認證階段**並**同時**使用本計劃提供之工具，請填寫以下資料：

Our Company / Factory applies to join LCMP **Preparatory Level**, it indicates participants would like to utilize LCMP's tools to self-analysis their performance **before** the verification step of appointing a third party verifier to conduct the on-site verification and assessment; maximum 2 years in this stage. If the participants are going to enter **Accredited Level** while **simultaneously** working with LCMP's tools and will appoint a third party verifier to conduct the on-site verification and assessment, please fill in the following information:

驗證人名稱 Name of Verifier : \_\_\_\_\_

低碳製造計劃驗證人證書編號 Certificate no. of LCMP Verifier : \_\_\_\_\_

驗證日期 Date of Verification : \_\_\_\_\_

驗證報告編號 Verification report number : \_\_\_\_\_

2. 本公司的部分工廠已獲得低碳製造計劃的標籤認可

Some of our factories in our Company have already attained the certification for LCMP Label

獲認可工廠數目 Number of certified factories : \_\_\_\_\_

工廠名稱 Name of Factory :

地址 Address :

認可級別 Certified Level :

證書編號 Certificate Number :

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**第五部分：聲明**

**Part V: Declaration:**

本人／本公司（署名者），  
I/We, the undersigned,

甲) 確認上述資料及所附資料正確無訛，反映申請遞交日期時有關業務的真實情況。本人謹此聲明，本人／本公司在過去 12 個月內沒有觸犯本地的環境法律及規定。本人／本公司認同遞交任何失實資料將導致取消申請資格。所遞交的資料於往後如有任何更改，本人／本公司將立即通知低碳製造計劃秘書處。

confirm that the information given in this application as well as the accompanying information is true and correct that reflects the status of affairs as at the date of submission. I declare that I/our company have no infringement on the local environmental laws and regulations in the past 12 months. I/We acknowledge that incorrect information will lead to disqualification. I/We shall inform the Secretariat of the Low Carbon Manufacturing Programme (LCMP) immediately if there are any subsequent changes to the submitted information.

乙) 同意按收費時間表繳付低碳製造計劃的參與費用

agree to pay the LCMP participating fee according to the fee schedule

丙) 同意委任及聘用低碳製造計劃認可的驗證服務供應商進行實地評估以及驗證相關資料，並向低碳製造計劃秘書處遞交驗證報告。

agree to appoint and pay a verification service provider qualified in the LCMP to carry out on-site assessment and information validation, and shall provide a copy of the verification report to the Secretariat of LCMP.

丁) 同意並授權秘書處在低碳製造計劃的傳訊中透露任何有關低碳製造計劃標籤的資料

agree and authorize the Secretariat to disclose any information regarding the attainment / status of LCMP labelling in the LCMP communication.

戊) 同意主辦單位作出的所有決定及認證小組的最終決定

agree all decision made by the organizer and the Accreditation Committee is final.

姓名 Name :

職位 Position :

日期 Date :

授權申請人簽署及公司印章

Authorized Signature of Applicant with Company Seal :

此部分由世界自然基金會填寫 **For Official Use Only**

備註 Remarks:


建議 Recommendations :

接受申請 Application accepted

申請參考資料 Application Reference : \_\_\_\_\_

需要進一步資料（請註明） Further information required (please specify) : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

不接受申請（請註明原因） Application declined (please specify the reasons) : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

低碳製造計劃秘書處檢查：

Checked by: The LCMP Secretariat

日期 Date :

## 參加者須支付的款項 Fee Schedule

類別 Fee Category	金額 Fee Amount
<b>行政費用 Administrative Fees</b>	
申請費用 Application Fee	每項申請 1,000 港元 HK\$1,000 per application
每兩年續期費用 (認證級別) Renewal Fee / 2 years (accreditation level)	每項申請 500 港元 HK\$500 per application
<b>低碳製造計劃參與費用 LCMP Participation Fee</b>	
預備階段 <sup>(1)</sup> Preparatory Level <sup>(1)</sup>	每年每間廠 12,000 港元 HK\$12,000 per factory site per year
已獲認證，並取得本計劃標籤 Accredited Level with certified LCMP Label	每年每間工廠 25,000 港元 HK\$25,000 per factory site per year
<b>上訴<sup>(2)</sup> (如有需要) Appeal<sup>(2)</sup> (If required)</b>	
處理上訴費用 Appeal Processing Fee	3,000 港元 HK\$3,000

### 獨立第三方驗證費用<sup>(3)</sup>

#### Independent Third-Party Verification Fee<sup>(3)</sup>

費用類別 Fee Category	中小企業 SMEs	其他企業 Other Establishments
<b>** 以下金額乃合資格獨立第三方驗證機構建議之估計金額，僅供參加者參考**</b> <b>**Below amount is a reference for LCMP participants and is an <u>estimated</u> amount from the Qualified Independent Third-Party Verifiers**</b>		
實地驗證費用 <sup>(3)</sup> ** 參加者須每兩年重新進行實地驗證，這些估計金額可作參考** On-site Verification Fee <sup>(3)</sup> **Applies for the Renewal-On-Site Verification Fee every 2 years**	15,000 港元 (2 人日) HK\$15,000 (for 2 mandays)	30,000-45,000 港元 (4 至 6 人日) HK\$30,000 – 45,000 (for 4 to 6 mandays)
就驗證提出上訴，進行重新評估的費用 <sup>(3)(4)</sup> 如獲勝訴，可退回一半費用 Appeal Verification Re-evaluation Fee <sup>(3)(4)</sup> (50% refundable if the appeal is allowed)	7,500 港元 HK\$7,500	15,000 港元 HK\$15,000

備註 Note:

(1) 所有參加者需繳付預備階段之參與年費。如工廠在預備階段年度內進入認證階段，則需繳付認證階段之參與年費，已繳付之預備階段參與年費則會按比例退還。

All participants must pay Preparatory Level's annual participation fee. If factories go to Accredited Level within the year of Preparatory Level, Accredited Level's annual participation fee must be paid, Preparatory Level's annual participation fee will be returned in pro-rata basis.

(2) 如參加者不滿認證委員會所授予之標籤，可提出上訴。

The Appeal Process is created to allow participants an opportunity to veto the label presented to the participants by the Accreditation Committee.

(3) 實地驗證由獨立第三方驗證公司進行，並為參與公司與獲委任之驗證服務供應商之商業交易。

On-site verification is provided by LCMP qualified independent third-party verification companies and is a commercial transaction between the participating companies and the appointed verification service providers. WWF will not be involved in this process.

(4) 如獲勝訴，可退回一半費用；如獲敗訴，將不獲退回任何費用。

If the appeal is allowed, 50% of the re-evaluation fee is refundable; no refund will be given if the appeal is dismissed.

(5) 除另有說明外，所有費用均不獲退回。

Unless otherwise specified, all fees are non-refundable.

(6) 以上款項如有更改，並不另行通知。

The above fee schedules are subject to change at anytime without prior notice.