



香港會議展覽中心
Hong Kong Convention and Exhibition Centre

HKCEC Waste Management Guide for Organisers and Exhibitors

Prepared by Hong Kong Convention and Exhibition Centre
(Management) Limited

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1. Introduction

The purpose of this HKCEC Waste Management Guide for Organisers and Exhibitors (Waste Management Guide) is to provide a practical guide for event organisers and key users of the HKCEC to understand the different types of waste and to properly handle it in a sustainable and responsible manner.

2. Definitions

<p>Construction / Industrial Waste</p>	<p>Construction / Industrial Waste includes carpet, flooring, banners, backdrops, curtains, wooden materials, metal frames and all other materials commonly used in construction and decoration in the events.</p>
<p>Refuse Transfer Stations</p>	<p>Refuse Transfer Stations are managed by Environmental Protection Department (EPD) for the temporary depositing of General Waste. They are often used as places where local waste collection vehicles deposit their waste cargo prior to loading into larger vehicles/ barges, for onward transportation to Landfills. Construction/ Industrial Waste are NOT accepted at these facilities.</p> <p>https://www.epd.gov.hk/epd/english/environm entinhk/waste/prob_solutions/msw_rts.html</p>
<p>Landfills</p>	<p>Landfills are managed by EPD for collecting, treating and disposing of a variety of waste types. There are three Strategic Landfills: the West New Territories (WENT) Landfill, the South East New Territories (SENT) Landfill and the North East New Territories (NENT) Landfill.</p> <p>https://www.epd.gov.hk/epd/english/environm entinhk/waste/prob_solutions/msw_strategic.html</p>



<p>CHIT</p>	<p>CHIT, also called Ticket, is a document issued by EPD that is required for disposal of construction and demolition materials at Landfills, for the purpose of charging for the disposal.</p> <p>http://www.cic.hk/cic_data/pdf/about_cic/publications/eng/V10_6_e_V00_Guidelines_TripTicketSystem.pdf</p>
<p>General Waste</p>	<p>General Waste is also called Municipal Solid Waste (MSW), comprising solid waste from households, commercial and industrial sources. This excludes construction waste, chemical waste, clinical waste and other special waste.</p> <p>https://www.epd.gov.hk/epd/english/environmentinhk/waste/waste_maincontent.html</p>
<p>Recyclable Waste</p>	<p>Recycling is the process of converting waste into usable materials or objects. Recyclable materials include a variety of glass, paper, cardboard, plastic bottle, batteries, cooking oil and fluorescent lamps.</p> <p>https://www.wastereduction.gov.hk/en/assistancewizard/recyc_note.htm</p>
<p>Food Waste</p>	<p>Food waste is the major constituent of the General Waste / MSW in Hong Kong. It comprises waste produced during food production, processing, wholesale, retail and preparation, as well as after meal leftovers and expired foods. It is highly degradable and can easily cause odour and hygiene problems.</p> <p>https://www.epd.gov.hk/epd/english/environmentinhk/waste/waste_maincontent.html</p>



3. Handling Procedures of Different Types of Waste

3.1. Construction / Industrial Waste

- Event organisers and the exhibitors are requested to separate Construction / Industrial Waste from other waste generated by or during their event and dispose it properly.
- Any Construction / Industrial Waste found not properly managed by the event organiser or exhibitors at the end of the event move-out period, HML will handle and dispose of the left-over materials, and impose relevant charges to the organiser.
- It is important to note that Refuse Transfer Stations would NOT accept any Construction / Industrial Waste disposal. For details, please refer to this link:

http://www.epd.gov.hk/epd/english/environmentinhk/waste/prob_solutions/msw_strategic.html

- Construction / Industrial Waste must be disposed at one of the three strategic Landfills. For the procedure of entering landfill, please refer to this link:

https://www.epd.gov.hk/epd/english/environmentinhk/waste/prob_solutions/msw_operation.html

- Starting 20 January 2006, any person who wishes to dispose Construction / Industrial Waste at a Landfill needs to open an account, then to purchase the CHIT as a form of payment. For details, please refer to this link:

<https://www.epd.gov.hk/epd/misc/cdm/scheme.htm>

3.2. General Waste

- HML is responsible for handling and disposal of General Waste generated by events held at the HKCEC. All General Waste is collected and disposed by HML's appointed service provider, who is registered with and approved by the EPD.
- General Waste is disposed at a Refuse Transfer Station.



3.3. Recyclable Waste

- HML is committed to 'Reduce, Reuse and Recycle' through green initiatives designed to minimize the impact on the environment. HML promotes and encourages all users and employees to separate recyclable materials from other waste.
- HML provides metal recycling cages and aluminum recycling bins with clear labels or signs to collect different types of Recyclable Waste. Event organisers, exhibitors and their appointed construction contractors are requested to separate recyclable items from other waste during their event periods including move-in and move-out, and put them in the appropriate cages or bins.
- Recyclable items will be collected by the appointed service provider and delivered to registered recyclers for processing.

<https://www.wastereduction.gov.hk/en/index.htm>

- Recyclable wastes may include:
 - Paper / cardboard
 - Plastic bottles and recyclable plastic
 - Aluminum cans
 - Glass
 - Batteries
 - Fluorescent lamps

3.4. Food Waste

- HML encourages organisers and event participants to reduce waste by ordering only food as needed and donating unconsumed food to charitable organisations for supporting those in need.
- Food waste is collected by HML in three main streams:
 - Waste generated in kitchens during preparation stage
 - Waste and leftover collected after an event
 - Unsold meal boxes
- All food waste is collected daily by the appointed service provider sent to the Organic Resource Recovery Centre (ORRC-1) at Siu Ho Wan for further treatment.