



# HONG KONG GREEN MARK Certification Scheme

香港Q嘜環保管理計劃



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香港優質標誌局  
The Hong Kong Q-Mark Council



## 香港優質標誌局 ■

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香港優質標誌局在1978年依據《香港工業總會（修訂）條例》設立，自始一直是推動香港優質概念及最佳典範的先鋒，通過香港Q嘜計劃提升香港公司產品或服務質素。香港優質標誌局的行政決策，由知名的工業家及學術界人士所組成的委員會負責，日常事務則由局方自設的秘書處和技術小組執行。



## The Hong Kong Q-Mark Council ■

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The Hong Kong Q-Mark Council was established in 1978 by the Federation of Hong Kong (Amendment) Ordinance to pioneer quality and best practice in Hong Kong. Its main objective is to enhance the quality standards of product and service companies through the Hong Kong Q-Mark Scheme. A number of prominent industrialists, as well as academics, sit on the Hong Kong Q-Mark Council, which has its own Secretariat and is responsible for the technical staff's daily operations.



## 香港Q嘜環保管理計劃 ■

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由於環境惡化已經成為舉世共同關注的重大問題，許多國家的政府都要設法因應民眾的訴求，負起越來越沉重的環保責任，例如制訂環保法例。

鑒於香港市民近年來對環境問題的關注越來越強烈，香港工業總會轄下的香港優質標誌局為了引發產業界對環保管理的興趣，也為了表揚在環保管理方面有卓越表現的公司，推出「香港Q嘜環保管理計劃」。

「香港Q嘜環保管理計劃」是一個系統認證計劃，主要是協助公司把業務營運中關於環境因素的環節識別出來，加以控制和監察。「計劃」又幫助公司善用環保管理系統，有效地監控那些由產品和活動引發的環境影響。「計劃」更指導公司設定環保表現基準，不斷改善，以達致所期望的環保表現水平。



## The Hong Kong Green Mark Certification Scheme ■

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As environmental conservation becomes increasingly important, governments around the world are being called upon to shoulder greater responsibilities for environmental problems, such as establishing legislations to address environmental concerns.

In Hong Kong, the public's concern for environmental conservation is equally strong. In order to raise industry's interest in green management and recognise companies that excel in environmental management, a Hong Kong Green Mark Certification Scheme has been developed by the Hong Kong Q-Mark Council.

The Hong Kong Green Mark Certification Scheme is a system certification scheme. It helps to identify, control and monitor the environmental aspects of a company's operation. It assists companies in leveraging a green management system to monitor product and activity interactions which may have an impact on the environment. It directs companies to establish environmental performance benchmarks and make continuous improvement to achieve the desired level of environmental performance.

## 參加「香港Q嘜環保管理計劃」的申請步驟

### Steps in applying for the Hong Kong Green Mark Certification Scheme

# 1

#### 第一步 - 遞交申請表

#### Step 1 – Submission of Application Form

「香港Q嘜環保管理計劃」適用於在香港、內地和澳門經營的不同規模製造業公司和服務業公司。公司如果有意參加計劃，可向香港優質標誌局索取申請表，填妥後交回香港優質標誌局。申請人必須在申請表內列明申請基地的數目。

The Hong Kong Green Mark Certification Scheme can be applied to manufacturing and service companies of any size in Hong Kong, mainland China and Macau. Interested companies can submit an application to the Hong Kong Q-Mark Council, Federation of Hong Kong Industries (FHKI). Application forms can be obtained from the FHKI. In the application form, applicants are required to list the number of locations seeking certification.

# 2

#### 第二步 - 認證審核

#### Step 2 – Certification Audits

收到申請表格後，香港優質標誌局的審核員會到申請人的基地進行審核，評估這些基地是否符合香港優質標誌局規定的環保管理要求。

On submission of an application, a Hong Kong Q-Mark auditor will audit the applied location(s) to evaluate whether it meets the Council's prescribed environmental requirements.

# 3

#### 第三步 - 季度監督審核

#### Step 3 – Quarterly Surveillance Audits

基地如果經認證審核確定為符合「計劃」的要求，就會獲頒「香港Q嘜環保管理證書」。申請人可憑這張證書在有關基地使用香港Q嘜環保標誌，以示該基地的環保系統獲香港優質標誌局認可。基地獲發「香港Q嘜環保管理證書」後，還須每季接受一次監督審核，以確保繼續保持有關環保系統的要求。

After the certification audit, and if the applied location(s) meets the requirements stipulated by the Hong Kong Green Mark Certification Scheme, a certificate will be awarded to the applied location(s). Such certificate authorises the applicant to use the Hong Kong Green Mark logo at their applied location(s) as a sign of environmental excellence recognised by the Hong Kong Q-Mark Council. Surveillance audits shall be performed on a quarterly basis to ensure the required standard is maintained.

# 4

#### 第四步 - 證書的續期

#### Step 4 – Renewal of Certificate

「香港Q嘜環保管理證書」每三年續期一次。續期前，香港優質標誌局及其審核員會根據已獲認證的公司以往的環保表現紀錄再進行一次全面性審核，以確定公司能夠保持『香港Q嘜環保管理計劃』規定的環保水平。

The certificate must be renewed once every three years. The Hong Kong Q-Mark Council and its auditor shall review the certified company's past performance record and perform a full audit to ascertain whether its operation has maintained the environmental quality level specified by the Hong Kong Green Mark Certification Scheme.



## 參加「香港Q嘜環保管理計劃」的好處

### Benefits of Joining the Hong Kong Green Mark Certification Scheme

#### 提高公司形象 ■

公司如果獲頒發使用「香港Q嘜環保管理證書」，對現今注重環保的顧客有正面影響，而且也可贏得顧客的信心及忠誠。

擁有完善環保管理系統的公司如果通過香港Q嘜環保認證，它們便能利用環保法規和市場趨勢所帶來的更大商機穩住優勢。

#### Enhance Company Image ■

If a company is certified to the Hong Kong Green Mark Certification Scheme, it demonstrates to environmentally conscious customers of its ability to respond positively to environmental challenges. With a sound Hong Kong Green Mark credential, a certified company wins customers' confidence and loyalty.

Moreover, the company will be in a prime position to capitalise on greater business opportunities presented by legislation and market trends.

#### 節省開支 ■

公司通過參加香港Q嘜環保管理計劃，因重要環境因素受到監控而使環保系統大大改善，令公司節省開支，長遠受益。

#### Substantial Savings ■

By certifying to the scheme, a company shall realize substantial long-term savings due to an improved management control.

#### 宣傳推廣 ■

香港優質標誌局協助已獲認證的公司通過多種途徑宣傳推廣公司的正面形象。這些途徑包括Q嘜准用證頒授典禮和在戶外壁報板、公共交通工具、本地報紙及專業雜誌等媒體上登載的Q嘜宣傳廣告。

#### Promotion ■

The Hong Kong Q-Mark Council assists certified companies in promoting their companies through events such as the annual Hong Kong Q-Mark Licence Presentation Ceremony, advertisements using billboards, public transports, local newspapers and professional magazines etc.

#### 查詢詳情

想進一步查詢「香港Q嘜環保管理計劃」的詳情，請同我們的市場推廣經理林金英小姐聯絡。電話：(852) 2732 3193，傳真：(852) 2721 3494，電郵：qmd@fhki.org.hk。

#### Enquiries

If you would like to learn more about the Hong Kong Green Mark Certification Scheme, please feel free to call our Marketing Manager Mary Lam on (852) 2732 3193, or fax in the following reply form to (852) 2721 3494, or via e-mail: qmd@fhki.org.hk for more information.



#### REPLY FORM 回條

Date 日期： \_\_\_\_\_

To: Mary Lam, Hong Kong Q-Mark Council, FHKI  
4/F., Hankow Center, 5-15 Hankow Road  
Tsimshatsui, Kowloon

致： 林金英  
香港工業總會優質標誌局  
九龍尖沙咀漢口道5-15號漢口中心4字樓

Fax No. 傳真：(852) 2721 3494

E-mail 電郵：qmd@fhki.org.hk

Please send us more information on the Hong Kong Green Mark Certification Scheme.

Details are as follows:

請提供「香港Q嘜環保管理計劃」資料。

Contact Person 聯絡人： \_\_\_\_\_

Title 職銜： \_\_\_\_\_

Company Name 公司名稱： \_\_\_\_\_

Company Address 公司地址： \_\_\_\_\_

Contact Tel. No. 電話： \_\_\_\_\_ Fax 傳真： \_\_\_\_\_

Business Nature 業務性質： \_\_\_\_\_

E-mail address 電郵： \_\_\_\_\_