



**Application for Registration under
Hong Kong Voluntary Energy Efficiency Labelling Scheme**
香港自願性能源效益標籤計劃
申請註冊

To: Chief Engineer/Energy Efficiency A
Electrical & Mechanical Services Department (EMSD)
致： 機電工程署
總工程師／能源效益 A

Our company is the (manufacturer/importer/agent*) of _____ brand products in Hong Kong. We would like to participate in the Hong Kong Voluntary Energy Efficiency Labelling Scheme to promote energy efficiency.

本公司是本港_____牌產品的(製造商／進口商／代理商*)，我們希望參加香港自願性能源效益標籤計劃，以推廣能源效益。

We understand fully the obligations and duties stated in the relevant scheme documents and will comply with all relevant requirements, in particular those specified below:

本公司完全明白計劃文件所列載的責任和義務，並會遵守所有有關的規定，尤其是以下各項：

- (i) conduct tests via recognized laboratories and to comply with the specified test standards;
透過認定的實驗室進行測試，並符合指定的測試標準；
- (ii) produce and affix specified labels at our own costs;
自費製作及張貼指定的標籤；
- (iii) allow random/ad-hoc inspection to be conducted by persons authorized by EMSD on registered products in our premises;
容許獲機電工程署授權的人士，在本公司的樓宇內對已註冊的產品進行隨機／特別檢查；
- (iv) conduct re-test(s) at our own costs at recognized laboratories, if the results of inspection suggest that inaccurate energy label information has been displayed. The results of re-test(s) shall reach EMSD within the prescribed period of time specified by EMSD, normally three months;
若檢查結果顯示所展示的能源標籤資料並不準確，便須自費在認定的實驗室重新進行測試，並須在機電工程署指定的期限內把測試結果送交機電工程署，一般期限為 3 個月；
- (v) inform EMSD of any change in the technical information and data that were previously submitted to EMSD along with the application; and
與申請信一併提交機電工程署的技術資料及數據若有任何變動，須知會機電工程署；以及
- (vi) accept that if a product fails to perform in accordance with the required energy efficiency standards and performance requirements as stated in the relevant scheme document, and where such failure cannot be readily rectified, EMSD may order it be de-registered from the scheme.
若產品的表現未能符合計劃文件中所規定的能源效益標準及表現要求，而有關情況又未能即時糾正，則機電工程署可下令把該產品從計劃中除名，參與計劃者須接受有關安排。

The detailed information of those products which we intend to register under the Hong Kong Voluntary Energy Efficiency Labelling Scheme are given in the documents attached herewith for your vetting.

向機電工程署申請註冊的產品詳細資料載於隨附的文件，以供審批。

Signature of company's representative
(公司代表簽名)

Company chop of manufacturer/importer/agent
(製造商／進口商／代理商名稱及公司印章)

Date
日期

Section A : General Information

A 部：一般資料

- Name of Company :
(1) 公司名稱: _____
- (2) Full name of company representative :
公司代表姓名 : _____
Telephone number: _____ Fax number: _____
電話號碼 : _____ 傳真號碼 : _____
E-mail: _____ Address: _____
電郵地址 : _____ 地址 : _____
- (3) Type of product to be registered:
申請註冊產品種類 : _____
(see Note 1 見備註 1)
- (4) Product(s) to be registered :
申請註冊的產品 :
Brand - _____
牌子 - _____
Model(s) - _____
型號 - _____
Country of Origin - _____
原產地 - _____
- (5) Party responsible for producing and affixing energy labels:
負責印製及張貼能源標籤的公司 : _____
- (6) Commencement date to affix energy labels on products:
開始在產品張貼能源標籤的日期 : _____
- (7) Name of testing laboratory :
測試實驗所名稱 : _____
- (8) Type of test laboratory:
測試實驗類型 :
 Laboratory has been accredited by HK Accreditation Service (HKAS) or by a body with which HKAS has signed a mutual recognition agreement
實驗所獲香港認可處認可，或獲一個與香港認可處有互認協議的組織所認可。
Accreditation body and registration number of laboratory:
認可組織及實驗所註冊編號 : _____
 Others
其他
(Please choose either one. 請選擇其中一項。)

Section B : Technical Information for Each Model

B 部：每款型號的技術資料

Number of Product Technical Information Sheets attached with this form:

附上產品技術資料表的頁數 : _____

(see Note 2 見備註 2)

Section C : Supporting Documents

C 部：支持申請的文件

(see Note 3 見備註 3)

- (a) Test reports
測試報告
- (b) If testing was done in manufacturer's testing laboratory which is not an accredited laboratory:
如果測試在製造商測試實驗室進行，而該測試實驗室並非認可實驗室：
- i. Self-declaration by original manufacturer that laboratory satisfies ISO/IEC Guide 17025
原製造商自行簽發的聲明書，聲明實驗室符合 ISO/IEC 指引 17025
 - ii. Quality system certificate for manufacturer's operation
品質系統證書，證明製造商根據特定的品質系統運作
 - iii. Certifying document issued by a recognized organization
(please specify name of the organization: _____)
認定組織發出的確認文件 (請指明該組織的名稱：_____)
- (c) Calculations
計算
- (d) Product information catalogue and other information (please specify: _____)
產品資料目錄及其他資料 (請指明：_____)
- (e) Certificate of Safety Compliance prescribed by the Electrical Products (Safety) Regulation
《電氣產品（安全）規例》訂明的符合安全規格證明書
- (f) Documentary proof that the appliance(s) comply with the Gas Safety Ordinance of the HKSAR
證明該器具符合香港特別行政區《氣體安全條例》規定的證明文件
- (g) If product is based on a base model which is already registered under the voluntary Energy Efficiency Labelling Scheme (EELS):
如果產品是基於一原產品型號，而後者已於能源效益標籤計劃下註冊：
- i. Declaration of identity between current model and base model
證明現行型號與原產品型號相同的聲明書
 - ii. Copy of certificate of voluntary EELS registration for the base model
原產品型號的能源效益標籤計劃註冊證明書副本

Notes 備註

1. The applicant can consult EMSD's website (<http://www.emsd.gov.hk>) to obtain the latest list of product types included.
申請者可查閱機電工程署網站(<http://www.emsd.gov.hk>)，獲取最新納入標籤計劃的產品種類資料。
2. The applicant should fill in one Product Technical Information Sheet for each model, attach the completed Product Technical Information Sheets with this form, and indicate in Section B the number of sheets included.
申請者必須為每一款申請註冊的產品型號填寫一張「產品技術資料表」，隨本申請表呈交，並在 B 部填寫所附上的產品技術資料表總頁數。
3. To ensure that the application can be processed promptly, please attach the necessary supporting documents and give a tick in the appropriate boxes. The types and contents of the supporting documents required are stated in the respective scheme document for each product type. Photocopies of documents should be stamped with the company chop, with the wordings "Certified True Copy" below the chop.
為了確保閣下的申請能被盡快處理，請附上支持申請所需的文件，並在相應的方格劃上剔號。每類產品的計劃文件列出了支持申請所需的文件的種類及內容。影印的文件副本須蓋上公司印章，並在印章下寫「確認為真確副本」。

Prevention of Bribery 防止賄賂

Any attempt to offer advantage (as defined in the Prevention of Bribery Ordinance ("POBO") (Chapter 201 of the Laws of Hong Kong)) to any Government officer with a view to influencing the outcome of this application constitutes an offence under the POBO and renders the application invalid. The case will be reported to the Independent Commission against Corruption. You should report to the ICAC (Telephone No.: 2526-6366) if any government officers or their agents solicits an advantage from you in relation to this application.

任何人士試圖向任何政府人員提供利益(按照香港法例第 201 章《防止賄賂條例》中對利益的定義)，以影響本申請的結果，即構成《防止賄賂條例》下的罪行，並導致有關申請無效，而機電工程署會把個案向廉政公署報告。如任何政府人員或其代理人就本申請向你索取利益，你應向廉政公署舉報(電話號碼：2526 6366)