



Summary of Carbon Footprint for Schools
中小學校碳足跡摘要

Submission and Declaration of Consent for Disclosure

提交及同意披露資料聲明

To : Ms. Vicky Tsang, Environmental Protection Department
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Address : 33/F, Revenue Tower, 5 Gloucester Road, Wan Chai, Hong Kong
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I hereby submit the completed “Summary of Carbon Footprint for Schools” and supplementary information (where appropriate) to the Environmental Protection Department of the Government of the Hong Kong Special Administrative Region (EPD) for the purpose of “Carbon Footprint Repository for Schools in Hong Kong”.

本人謹呈上已填妥的「香港中小學碳足跡摘要」及補充資料(如適用)予香港特別行政區環境保護署(環保署)，以用作「香港中小學碳足跡資料庫」之用途。

From :
提交者:

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CARBON FOOTPRINT REPOSITORY
FOR SCHOOLS IN HONG KONG

香港中小學校碳足跡資料庫



Summary of Carbon Footprint for Schools 中小學校碳足跡摘要

Part 1 Reporting School Information

第一部分 報告學校資料

1.1 School information 學校資料

Name of reporting School: Eng: ABC School
報告學校名稱: 中文: 甲乙丙學校

School Register code: 12345
學校註冊編號:

School Classification 學校分類 :

(i) **District:** (e.g. Jordan)
地區: (例如: 佐敦)

(ii) **School sector:** (e.g. DSS)
學校類別: (例如: 直資)

1.2 Basis of information reported in this form (e.g. weblink(s) to the carbon audit report, GHG accounting report, Environmental, Social and Governance report (ESG report) or sustainability report (GHG emission-related chapter) of the reporting entity, etc)

報告內容的基礎 (例如: 報告機構的碳審計報告、溫室氣體排放核算報告、「環境、社會及管治報告」或可持續發展報告(與溫室氣體排放有關的章節)之網絡連結等):

Part 2 Greenhouse Gas (GHG) Emissions**第二部分 溫室氣體排放****2.1 GHG Emission Data 溫室氣體排放數據**

Reporting period (yyyy/m/d): 報告期 (年/月/日):		2022/1/1 to/至 2022/1/31	
GHG Accounting Standard / Guideline: 溫室氣體核算標準 / 指引:	<input checked="" type="checkbox"/> EPD/ EMSD Guidelines 環境保護署/ 機電工程署指引 <input type="checkbox"/> GHG Protocol 溫室氣體議定書 <input type="checkbox"/> International Organization for Standardization (ISO) 14064 國際標準化組織 (ISO) 14064 <input type="checkbox"/> Others, please specify: (其他, 請說明:)		
Operational boundary 營運邊界 ¹ :	Brief description on emission sources 排放來源簡述	Emission data 排放數據	
Scope 1 範圍 1:	fuel use for school car 學校用車之燃料	123.00	tonnes CO ₂ -e 公噸二氧化碳當量
Scope 2 範圍 2:	electricity 用電	1234.00	tonnes CO ₂ -e 公噸二氧化碳當量
Scope 3 範圍 3:	paper waste at landfill, staff commute 運往堆填區的廢紙; 員工交通	123.00	tonnes CO ₂ -e 公噸二氧化碳當量
Reported GHG emissions in total: 所報告的溫室氣體排放總和:		1480.00 tonnes CO₂-e / 公噸二氧化碳當量	

2.2 School related information 與學校有關的資料

Total number of full-time-equivalent employees of the entity(s) covered in the reported GHG emission data during the reporting period: 報告期內溫室氣體排放數據所涵蓋機構的相等於全職僱員總人數:	<u>1234</u>
Total gross floor area owned/controlled by the entity(s) covered in the reported GHG emission data during the reporting period (m ²): 報告期內溫室氣體排放數據所涵蓋機構擁有/ 控制的總樓面面積(平方米):	<u>5432</u>
Total revenue of the entity(s) covered in the reported GHG emission data during the reporting period (HK\$ million): 報告期內溫室氣體排放數據所涵蓋機構的總收入(百萬港元):	<u>\$1,234,500</u>
Other information which is relevant to the entity's business operations covered in the reported GHG emissions during the reporting period, please specify (e.g., total no. of teachers, total no. of students, total unit of education tools produced, total no. of classrooms occupied, total kWh electricity generated, or total measures of freight load, etc.): 報告期內溫室氣體排放數據所涵蓋機構的其他有關營運資料, 請說明 (例如: 教師總人數, 學生總人數, 相關教育製成品總數量, 班房房間總數、總發電量(千瓦/小時)或貨運總量等):	<u>54,321</u>

2.3. Geographical coverage of reported GHG emission data 所報告的溫室氣體排放數據地域範圍:

<input checked="" type="checkbox"/> Operations within Hong Kong 香港以內的營運
<input type="checkbox"/> Operations outside Hong Kong (Please specify city(ies)/country(ies)): 香港以外的營運 (請說明城市/國家名稱): _____
Please also specify the percentage of GHG emissions arising from Hong Kong operations: 請同時說明由香港營運所產生的溫室氣體百分比: _____

¹ GHG emissions (direct and indirect) and removals in relation to the buildings can be broadly classified into three separate scopes as below –

- Scope 1 – direct emissions and removals;
- Scope 2 – energy indirect emissions; and
- Scope 3 – other indirect emissions.

The definitions of Scopes 1, 2 and 3 emissions can be found in the “Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong (2010 Edition)”

與建築物有關的溫室氣體排放 (直接或間接) 及減除, 可概括分為以下三個不同的範圍 –

- 範圍 1 -- 直接溫室氣體排放及減除;
- 範圍 2 -- 使用能源間接引致的溫室氣體排放; 以及
- 範圍 3 -- 其他間接溫室氣體排放。

有關溫室氣體排放範圍 1、2及3的定義, 可參照《香港建築物 (商業、住宅或公共用途) 的溫室氣體排放及減除的核算和報告指引》(2010年版)

<input checked="" type="checkbox"/> Subsidiaries 附屬學校	Please list out the subsidiaries covered in the GHG emission data during the reporting period: 請列出報告期內溫室氣體排放數據所涵蓋的附屬學校: DE Corporations
Additional information on physical boundary in relation to GHG emission reported (if applicable): 與所報告的溫室氣體排放數據相關之建築物邊界的附加資料(如適用):	

Part 3 GHG Emission Reduction Measures, Future Initiatives and Targets**第三部分 減少溫室氣體排放的措施、未來計劃及目標****3.1 GHG emission reduction measures implemented during the Reporting Period***

在報告期內減少溫室氣體排放的措施*

No. 列序	GHG Emission Reduction Measures 減少溫室氣體排放的措施
1.	recycle food waste 回收食物垃圾
2.	change of car to hybrid 轉用混合能源汽車
3.	encourage paper recycling 鼓勵紙張回收

3.2 GHG emission reduction measures for future initiatives and targets*

為未來計劃及目標而制訂的減少溫室氣體排放措施*

No. 列序	Future Initiatives 未來計劃	Target GHG Reduction (Qualitative/ Quantitative) 減排目標 (性質/ 數量)
1.	change of lighting to LED 轉用LED燈	target to save 5,000 kWh per annum 目標減少一年約5,000kWh用電
2.	Staff workshop and talk on sustainability 舉辦更多關於可持續發展相關之教師, 學生培訓	improve low carbon culture 提升學校低碳文化
3.	conduct carbon audit exercises in schools. 為學校引進碳審計計劃	expand the awareness of low carbon operations within the group, target to start 2023 report for all school operations 提升整體學校對低碳營運之關注, 目標於2023年開展至全校之營運

*Please use separate sheet(s) where the space provided in the form is not sufficient 如表格內提供的空位不足夠, 請另加紙張填寫

Part 4 Renewable Energy
第四部分 可再生能源

4.1 Feed-in Tariff (FiT) Scheme
上網電價計劃

Has your school joined the FiT Scheme? 是否已參與上網電價計劃?	<input checked="" type="checkbox"/> Yes – please fill in the blanks below 是 – 請填寫以下空格 <input type="checkbox"/> No 否
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Renewable Energy Technology (Generation Capacity) 可再生能源技術 (發電容量)	<input checked="" type="checkbox"/> Solar 太陽能 (350 kW 千瓦) <input type="checkbox"/> Wind 風能 (kW 千瓦)
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4.2 Renewable Energy (RE) Certificate
可再生能源證書

Has/Have RE Certificate(s) been purchased? 有否購買可再生能源證書?	<input checked="" type="checkbox"/> Yes – please fill in the blanks below 有 – 請填寫以下空格 <input type="checkbox"/> No 沒有
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Purchased from 購自	The Hongkong Electric Co., Ltd 香港電燈有限公司 <input checked="" type="checkbox"/>	CLP Power Hong Kong Ltd 中華電力有限公司 <input type="checkbox"/>
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Amount of Electricity Purchased 購買的電量	15,000	kWh 千瓦時	kWh 千瓦時
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Part 5 Verification
第五部分 核證

5.1 Verification information核證資料

<p>Has verification² been conducted? 是否曾經進行核證？</p>	<p><input checked="" type="checkbox"/> Yes – please fill in the blanks below 是 – 請填寫以下空格 <input type="checkbox"/> No 否</p>	
<p>Verification body 核證機構:</p>	<p>XYZ Company</p>	
<p>Verification standard: 核證標準:</p>	<p><input checked="" type="checkbox"/> International Organization for Standardization (ISO) 14064-3:2006 - Greenhouse gases - Part 3: Specification with guidance for the validation and verification of greenhouse gas assertions 國際標準化組織 (ISO) 14064-3:2006 – 溫室氣體 - 第3部分: 溫室氣體確定的證實和驗證的規範與指南</p> <p><input type="checkbox"/> Others, please specify: 其他 (請說明):</p>	
<p>Date of verification (yyyy/m/d): 核證日期 (年/月/日):</p>	<p>2021/5/30</p>	
<p>Remarks (e.g. various verification status for different subsidiaries): 備註(例如: 各附屬學校的核證情況):</p>	<p>Not applicable 不適用</p>	

² The reporting entity is encouraged to carry out verification of the GHG emissions by an independent verifier. Independent verification of GHG emissions can facilitate the management to have better understanding of the carbon footprint of the company's operation and identify areas for improvement, provide credibility and quality assurance on the disclosure of carbon footprint, and enhance the corporate image in respect of transparency and accountability. In December 2012, the Hong Kong Accreditation Service (HKAS) introduced accreditation service for ISO 14064 GHG validation and verification for validation/verification bodies' voluntary application. Accredited validation/verification bodies' technical competence is rigorously assessed by HKAS, so that the reliability of their results can be assured. Relevant HKAS-accredited validation/verification bodies, once available, will be announced at HKAS's website at:
https://www.itc.gov.hk/en/quality/hkas/conformity_assessment_bodies/hkcas.html.

我們鼓勵報告機構聘請獨立核證人核證溫室氣體排放，溫室氣體排放的獨立核證能促使管理層對公司營運引致的碳足跡有更佳的了解，並找出可作改善的地方；此舉亦為所披露的碳足跡資料提供可信性和質量保證，在透明度和問責層面提升企業形象。2012年12月香港認可處就ISO 14064審定和核推推出認可服務，供審定/核查機構自願申請。獲認可審定/核查機構的技術能力由香港認可處進行嚴格評審，因此能確保其審定/核查結果更為可靠。當有獲香港認可處認可的相關審定/核查機構，將在香港認可處網站公布：
https://www.itc.gov.hk/en/quality/hkas/conformity_assessment_bodies/hkcas.html.