



E-Green Voucher Scheme

****Free-of-charge Application and Open All Year Round****

In alignment with Government strategies and society trends in waste reduction, Hong Kong Quality Assurance Agency (HKQAA) has been subsidised by the **Recycling Fund** of the Environmental Protection Department to develop the Recycling Fund: "Empower recycling industry having a new business model in green event recyclables collection" project.

The **E-Green Vouchers Scheme** is to encourage event organisers of major events to organise their events in a more environmentally friendly manner, and to assist the industry, event organisers as well as other relevant stakeholders in developing green event management strategies, programmes and measures to reduce wastes, carbon emissions and enhance cost-effectiveness.

Four Steps to Complete E-Green Voucher Scheme

Application

- Event organiser registers via the [Green Event Alliance Platform](#) and submits application of the E-Green Voucher Scheme.
- Event organiser sends **e-quotation invitations** and appoints event facilitators with defined requirements.

Pre-event

- HKQAA assists the event organiser and event facilitator on green event management according to the Green Event Management Guidebook.

During Event

- HKQAA technical team conducts **on-site assessment** during the event, ensuring the waste reduction and recycling measures are in accordance with the requirements.

Post-event

- HKQAA verifies the post-event information provided by event organiser.
- **"E-Green Voucher(s)"** will be sent to the event facilitators according to the event organiser's reallocation of the voucher amount
- Event facilitator confirms the redemption of E-Green voucher from HKQAA.

Items covered by E-Green voucher*:

- Recycling Facilities
- Recyclable Collection and Handling
- Green Event Consultancy Service
- Green Ambassadors (Recycling)
- Food Waste Collection
- Water Refilling Station
- Reusable Cups
- Carboy Water
- Tableware Rental
- Transportation Fee
- Green Ambassador (Water Refilling Station/ Rental Service)
- Production for Standardised Promotional Materials

*HKQAA reserves the right to adjust the coverage scope of E-Green Voucher based on the needs or the actual situation.

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