

For information

**Legislative Council
Panel on Food Safety and Environmental Hygiene and
Panel on Environmental Affairs**

**Amendments to the forms of relevant fixed penalty notices and
certificate under the Fixed Penalty (Public Cleanliness and Obstruction)
Ordinance**

Purpose

For implementing municipal solid waste (“MSW”) charging on 1 April 2024, the Secretary for Environment and Ecology (“SEE”) intends to amend the forms of relevant notices and certificate under the Fixed Penalty (Public Cleanliness and Obstruction) Ordinance (Cap. 570) (“the Fixed Penalty Ordinance”). This paper provides the draft forms of the notices and certificate to Members for reference.

Background

2. The Waste Disposal (Charging for Municipal Solid Waste) (Amendment) Ordinance 2021 (“the Amendment Ordinance”) was passed by the Legislative Council (“LegCo”) on 26 August 2021. After consulting the LegCo Panel on Environmental Affairs, the Government has decided to implement MSW charging on 1 April 2024.

3. To complement the preparatory work for MSW charging, certain provisions of the Amendment Ordinance, such as those relating to the establishment of gate-fee registration arrangements at waste disposal facilities, have taken effect since 1 September 2022. As for the uncommenced provisions, which include provisions specifying offences relating to MSW charging and their penalties, defences to offences, etc., SEE appointed 1 April 2024 as the commencement date of their implementation by virtue of the Waste Disposal (Charging for Municipal Solid Waste) (Amendment) Ordinance 2021 (Commencement) Notice 2023 on 13 October 2023.

4. Among the uncommenced provisions of the Amendment Ordinance, section 37 aims at adding four offences relating to MSW charging as scheduled offences under the Fixed Penalty Ordinance. From 1 April 2024 onwards, the following four scheduled offences relating to MSW charging shall be added to Schedule 1 (Scheduled Offences) to the Fixed Penalty Ordinance¹ –

- (i) section 20K(1) of the Waste Disposal Ordinance (Cap. 354), concerning the depositing of non-compliant waste at refuse collection points, onto waste vehicles in Government service, etc., with a fixed penalty of \$1,500;
- (ii) section 20L(1) of the Waste Disposal Ordinance, concerning the depositing of non-compliant waste by removal services providers, with a fixed penalty of \$1,500;
- (iii) section 20M(1) of the Waste Disposal Ordinance, concerning the delivery of non-compliant waste, with a fixed penalty of \$1,500; and
- (iv) section 20N(1) of the Waste Disposal Ordinance, concerning the depositing of non-compliant waste in certain common areas of premises, with a fixed penalty of \$1,500.

Proposed Amendments to the Forms of Fixed Penalty Notices and Certificate

5. As stipulated in section 17A of the Fixed Penalty Ordinance, SEE may specify the forms of the notices and certificate under the same Ordinance, which include –

¹ At present, the scheduled offences under Schedule 1 to the Fixed Penalty Ordinance include – section 104A(2) of the Public Health and Municipal Services Ordinance (Cap. 132), concerning the display of bills or posters without permission; sections 4(1), 8A(1) and 13(1)(a) of the Public Cleansing and Prevention of Nuisances Regulation (Cap. 132 sub. leg. BK), concerning the depositing of litter or waste in public places, spitting in public places, and fouling of street by dog faeces respectively; regulations 12(1)(c) and 12(1)(e) of the Country Parks and Special Areas Regulations (Cap. 208 sub. leg. A), concerning the depositing of litter in country parks and special areas, and spitting in country parks and special areas respectively; sections 4A and 4D(1) of the Summary Offences Ordinance (Cap. 228), concerning the obstruction of public places, and marine littering respectively; and section 16A(1) of the Waste Disposal Ordinance (Cap. 354), concerning unlawful depositing of waste.

- (i) by virtue of section 3(1), the notice that a public officer may give to a person whom he/she has reason to believe to be committing or has committed a scheduled offence under the Fixed Penalty Ordinance, to allow the person to discharge his/her liability to conviction for that offence by payment of the fixed penalty for that offence within 21 days;
- (ii) by virtue of section 6(1), the notice that the Authority is required to serve to a person who has not paid the fixed penalty within 21 days following the issuance of a notice under section 3(1), to demand payment of the relevant fine within 10 days, and inform the person that he/she should notify the Authority in writing within 10 days if he/she wishes to dispute liability for the offence; and
- (iii) by virtue of section 9(2), the certificate required for submitting an application to the magistrate for the recovery of fixed penalty.

6. In order to ensure that the public officers concerned can issue the above notices to offenders and submit the above certificate to the magistrate after the implementation of MSW charging in accordance with the actual circumstances, SEE intends to revise the forms of the notices and certificate published in the Gazette on 22 October 2023, including the addition of the four new scheduled offences relating to MSW charging and their fixed penalties, as well as to make other technical amendments, by virtue of section 17A of the Fixed Penalty Ordinance.

7. The latest forms of the notices and certificate, with revisions marked in grey, are in **Annexes I to III** for Members' reference. The revised forms of the notices and certificate will be published in the Gazette later, and shall take effect from 1 April 2024.

Environment and Ecology Bureau
Environmental Protection Department
December 2023

檔號：

Reference No. :

表格 1
FORM 1

《定額罰款（公眾地方潔淨及阻礙）條例》（第 570 章）
FIXED PENALTY (PUBLIC CLEANLINESS AND OBSTRUCTION) ORDINANCE (Chapter 570)

涉嫌犯定額罰款公眾地方潔淨或阻礙罪行的詳情的通知書 (第 3(1) 條)
NOTICE OF PARTICULARS OF ALLEGED FIXED PENALTY
PUBLIC CLEANLINESS OR OBSTRUCTION OFFENCE (Section 3(1))

英文全名 (先寫姓氏) Name in English (Surname first)

[illegible]

中文全名 (如適用)
in Chinese (if any)

中文電碼 Chinese Commercial Code

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性別：男／女*
Sex：Male/Female

香港身分證／護照號碼* Hong Kong Identity Card/Passport No.*

[illegible]

地址 Address :

聯絡電話（如有的話）Contact Tel. No. (if any)

現涉嫌犯公眾地方潔淨或阻礙罪行 IS ALLEGED TO HAVE COMMITTED A PUBLIC CLEANLINESS OR OBSTRUCTION OFFENCE

定額罰款(在其中一格加✓號)

FIXED PENALTY (tick one)

\$1,500

\$3,000

\$6,000

罪行詳情 OFFENCE DETAILS

日期
Date

日 day月 month年 year

時間 上午／下午*

Time a.m./p.m.*

時 hours分 minutes

罪行編號(在其中一格加✓號)
Offence Code No. (tick one)

01

02

03

04

05

06

06A

07

08

09

10

11

12

棄置扔棄物／廢物的種類（如適用）
Description of litter /waste deposited (if applicable)

編號
CODE NO.

經准許而展示招貼或海報 《《公眾衛生及市政條例》第 132 章) 第 104A(2)條)
Display of bills or posters without permission (section 104A(2) of the Public Health and Municipal Services Ordinance (Cap. 132))

將扔棄物或廢物棄置在公眾地方 《《公眾潔淨及防止妨擾規例》第 132 章，附屬法例 BK) 第 4(1) 條)
Depositing of litter or waste in public places (section 4(1) of the Public Cleansing and Prevention of Nuisances Regulation (Cap. 132 sub. leg. BK))

在公眾地方吐痰 《《公眾潔淨及防止妨擾規例》第 132 章，附屬法例 BK) 第 8A(1)條)
Spitting in public places (section 8A(1) of the Public Cleansing and Prevention of Nuisances Regulation (Cap. 132 sub. leg. BK))

犬糞隻便弄污街道 《《公眾潔淨及防止妨擾規例》第 132 章，附屬法例 BK) 第 13(1)(a) 條)
Fouling of street by dog faeces (section 13(1)(a) of the Public Cleansing and Prevention of Nuisances Regulation (Cap. 132 sub. leg. BK))

在郊野公園及特別地區棄置廢物 《《郊野公園及特別地區規例》第 208 章，附屬法例 A) 第 12(1)(c) 條)
Depositing of litter in country parks and special areas (regulation 12(1)(c) of the Country Parks and Special Areas Regulations (Cap. 208 sub. leg. A))

在郊野公園及特別地區吐痰 《《郊野公園及特別地區規例》第 208 章，附屬法例 A) 第 12(1)(e) 條)
Spitting in country parks and special areas (regulation 12(1)(e) of the Country Parks and Special Areas Regulations (Cap. 208 sub. leg. A))

在公眾地方造成阻礙 《《簡易程序治罪條例》第 228 章) 第 4A 條)
Obstruction of public places (section 4A of the Summary Offences Ordinance (Cap. 228))

海上棄置廢物 《《簡易程序治罪條例》第 228 章) 第 4D(1) 條)
Marine littering (section 4D(1) of the Summary Offences Ordinance (Cap. 228))

非法擺放廢物 《《廢物處置條例》第 354 章) 第 16A(1) 條)
Unlawful depositing of waste (section 16A(1) of the Waste Disposal Ordinance (Cap. 354))

擺放違規廢物 《《廢物處置條例》第 354 章) 第 20K(1) 條)
Depositing non-compliant waste (section 20K(1) of the Waste Disposal Ordinance (Cap. 354))

運廢服務提供者擺放違規廢物 《《廢物處置條例》第 354 章) 第 20L(1) 條)
Depositing non-compliant waste by removal services provider (section 20L(1) of the Waste Disposal Ordinance (Cap. 354))

運送違規廢物 《《廢物處置條例》第 354 章) 第 20M(1) 條)
Delivering non-compliant waste (section 20M(1) of the Waste Disposal Ordinance (Cap. 354))

將違規廢物、擺放在某些公用地方 《《廢物處置條例》第 354 章) 第 20N(1) 條)
Depositing non-compliant waste in certain common areas (section 20N(1) of the Waste Disposal Ordinance (Cap. 354))

定額罰款
FIXED PENALTY

\$3,000

\$3,000

\$3,000

\$3,000

\$3,000

\$3,000

\$6,000

\$1,500

\$1,500

\$1,500

地點 Place

簽署
Signature

* 發出通知書人員姓名（全名）
* Name (in full) of Issuing Officer

發出日期
Date of issue

日 day	月 month	年 year

* 編號								
* Number								

職位及地區 Post and District

Department

* 請刪去不適用者。* Please delete where appropriate.

請細心閱讀背頁所載的繳款辦法及附註。Please read carefully the payment instructions and notes set out overleaf.

機印所示款項收訖。 Received the sum printed.

郵寄繳款回條 Slip for Payment by Post

CRC 122	表格 FORM	編號 SERIAL NUMBER												金額(在其中一格加✓號) AMOUNT (tick one)		
	1														\$1,500	\$3,000

《預印條紋碼 Pre-printed Bar Code》

附註（請細心閱讀）

- 1. 如於本通知書發出日期起計 **21 天**內繳付定額罰款，可解除就本通知書所指明的罪行所須負的法律責任。必須按照繳款辦法繳付罰款。
- 2. 你若意欲就該罪行的法律責任提出爭議，可以書面方式通知主管當局。請註明本通知書左上角所示的 10 位數字檔號以作參考。
- 3. 如你不按照本通知書繳付罰款或通知主管當局你意欲就該罪行的法律責任提出爭議，則可能須繳付附加罰款。
- 4. 任何人如在遵從《定額罰款（公眾地方潔淨及阻礙）條例》（第 570 章）提出的要求時，提供該人明知虛假或具誤導性的關於其姓名、地址或聯絡電話的任何詳情，即屬違法，並可能會被檢控。

繳款辦法：

- 1. 可按下列任何一種方式繳款 –
 - (a) **透過銀行自動櫃員機繳款**
在任何貼有“繳費服務”標誌的自動櫃員機繳款。繳款時，請選擇“食物環境衛生署”。
 - (b) **使用「繳費靈」繳款**
繳款前，請先致電 18013 登記本通知書。請選擇“商戶編號”“9147”。如欲繳款，請致電 18033，並按照指示輸入所需資料。如需查詢，請致電“繳費靈”熱線：2311 9876。
 - (c) **透過互聯網繳款**
可透過銀行及「繳費靈」在互聯網上提供的繳費服務繳款。詳情請瀏覽車務署網站（URL 位址：<http://www.try.gov.hk>）。繳款時，請選擇“食物環境衛生署”。
 - (d) **透過電話理財服務繳款**
可使用銀行提供的電話理財服務，透過有關的繳費服務繳款。繳款時，請選擇“食物環境衛生署”。詳情請瀏覽車務署網站（URL 位址：<http://www.try.gov.hk>）。
 - (e) **郵遞繳款**
凡郵寄支票、匯票或本票繳款，請連同郵寄繳款回條郵寄香港深水埗郵政局信箱 28000 號車務署收。請勿郵寄現金。請將本通知書下半部所示的 16 位數字編號寫在支票、匯票或本票背面。請確保足夠郵遞時間及郵資，以令郵遞無誤。郵資不足的信件將不獲接收。請注意：以郵遞方式繳款將不會獲發收據。有關的郵戳日期會被視為繳款的日期。
 - (f) **親自繳款**
可親自或透過代理人前往任何郵政局（郵政局信箱或流動郵政局除外）以現金、支票或「易辦事」繳款，並出示完整的通知書，以便繳款後發還收據。如欲查詢有關地址及辦公時間，請致電香港 郵政熱線：2921 2222 或瀏覽其網站（URL 位址：<http://www.hongkongpost.hk>）。
- 2. 使用自動櫃員機、「繳費靈」、透過互聯網或電話理財服務繳款，請先行輸入本通知書下半部所示的 16 位數字編號。於到期日午夜前繳款會被視作準時繳交。
- 3. 支票、匯票或本票均須以“香港特別行政區政府”或“香港特區政府”為收款人，並加以劃線。以支票付款，須在支票首次提交付款銀行獲得兌現後，繳款方為有效。期票恕不接受。
- 4. 局部繳款、逾期繳款或不能予以識辨的繳款將不會視為有效的繳款。

以下並非指明格式的一部分 –

查詢：

如對本通知書有任何疑問，請依據下列的電話號碼向有關主管當局查詢，並請引述定額罰款通知書左上角的 10 位數字檔號。

[有關主管當局]	[有關查詢熱線]
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NOTES (Please read carefully)

- 1. Liability for the offence specified in the notice may be discharged by paying the Fixed Penalty within **21 days** of the date of issue of this notice. Payment must be made in accordance with the Payment Instructions.
- 2. If you wish to dispute liability for the offence, you may inform the Authority in writing. Please quote the 10-digit Reference No. shown at the top left hand corner of this notice for reference.
- 3. Failure to pay in accordance with this notice or to notify the Authority that you wish to dispute liability for the offence may result in an additional penalty being imposed.
- 4. A person who, in complying with the requirements of the Fixed Penalty (Public Cleanliness and Obstruction) Ordinance (Cap. 570), supplies any particular of the person's name, address or contact telephone number which the person knows to be false or misleading, commits an offence and is liable to prosecution.

PAYMENT INSTRUCTIONS :

- 1. Payment may be made by one of the following methods –
 - (a) **Through Bank Automated Teller Machine (ATM)**
Payment can be made at any ATM affixed with “Bill Payment” signage. Please select “Food & Environ Hygiene Dept” for payment.
 - (b) **By Phone using PPS**
Before making payment, please dial 18011 to register this notice. Please select the “Merchant Code” of “9147”. For making payment, please dial 18031 and follow the instructions to enter the information required. For enquiries, please call PPS Hotline: 2311 9876.
 - (c) **Through Internet**
Payment can be made through the bill payment services provided by banks and PPS on the Internet. For details, please visit the web site of Treasury (URL address: <http://www.try.gov.hk>). Please select “Food & Environ Hygiene Dept” or “Food and Environmental Hygiene Department” as appropriate for payment.
 - (d) **Through Phone-banking Service**
Payment can be made through the bill payment services by using the phone-banking service provided by banks. Please select “Food and Environmental Hygiene Department” for payment. For details, please visit Treasury’s web site (URL address: <http://www.try.gov.hk>).
 - (e) **By Post**
A cheque, draft or cashier order should be sent together with the Slip for Payment by Post to the Treasury, P.O. Box No. 28000, Sham Shui Po Post Office, Hong Kong. Cash should not be sent through the post. Please write the 16-digit serial number shown at the lower portion of this notice on the back of the cheque, draft or cashier order. Please ensure sufficient mailing time and postage to make delivery in order. Underpaid mail will be rejected. Please note that no receipt will be issued for payment by post. The date of the relevant post mark is to be regarded as the date of payment.
 - (f) **In Person**
Payment can be made in person or through an agent at any Post Office (other than a post office letter box or a mobile post office) by cash, cheque or EPS. This notice must be kept intact and produced at the time of payment. It will be receipted and returned to you upon payment. For addresses and opening hours, please call the Hongkong Post Hotline: 2921 2222 or visit the web site (URL address: <http://www.hongkongpost.hk>).
- 2. For payment through ATM, by PPS, through Internet or phone-banking service, please key in the 16-digit serial number shown at the lower portion of this notice for making payment. Payment made before mid-night on the due date will be regarded as on-time payment.
- 3. Cheques, drafts or cashier orders should be made payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR” and crossed. For payment made by cheque, payment is valid only when the cheque is honoured on the first presentation to the drawee bank. Post-dated cheques will not be accepted.
- 4. Partial payment, late payment or unidentifiable payment will not be regarded as a valid payment.

The following do not form part of the specified form -

Enquiries:

For enquiries about this notice, please contact the Authority at the following telephone numbers. In your correspondence, please quote the 10-digit Reference No. appeared on the top left hand corner of this notice.

[Relevant Authority]	[Relevant hotline]
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通知書編號
Notice Serial No.

表格2
FORM 2

《定額罰款(公眾地方潔淨及阻礙)條例》
(第570章)

FIXED PENALTY (PUBLIC CLEANLINESS AND OBSTRUCTION) ORDINANCE
(Chapter 570)

繳付定額罰款通知書
(第6(1)條)

NOTICE DEMANDING PAYMENT OF FIXED PENALTY
(Section 6(1))

致： (先寫姓氏)
To: (Surname first)
地址為
of

於年 月 日大約 在
發生一宗違反《 條例》(第 章)/規例》(第 章，附屬法例)* 第 條的公眾地方潔淨罪行/公眾地方阻礙罪行*，即，
你現涉嫌須對該罪行負責。

On at about at
a public cleanliness offence /a public obstruction offence* contrary to section/regulation* of Ordinance
(Chapter)/Regulation/Regulations (Chapter sub. leg.)*, namely,, has been committed for which you are alleged
to be liable.

本人現要求你繳付定額罰款\$1,500 / \$3,000 / \$6,000*，並通知你若意欲就該罪行的法律責任提出爭議，你必須通知本人。

I hereby demand payment of the Fixed Penalty of \$1,500 / \$3,000 / \$6,000* and inform you that, if you wish to dispute liability for the
offence, you must inform me.

你必須在本通知書送達的日期起計的10日期間內 —

You are required—

- (a) 繳付定額罰款；或
to pay the Fixed Penalty; or
(b) (使用附上的通知書)通知本人你意欲就該罪行的法律責任提出爭議。
to notify me in writing that you wish to dispute liability for the offence (by using the attached notification form),

within the period of 10 days beginning on the date of service of this notice.

如你不按照本通知書繳付定額罰款或通知本人你意欲就法律責任提出爭議，本人將向裁判官申請作出命令，命令你繳付定額罰款、相等於該項定額罰款數額的附加罰款及訟費\$300。

If you do not pay the Fixed Penalty or notify me that you wish to dispute liability in accordance with this notice, an application will be made to a magistrate for an order that you pay the Fixed Penalty, an additional penalty equal to the amount of the Fixed Penalty and the sum of \$300 by way of costs.

日期：
Date:

主管當局(..... 代行)
for the Authority

* 請刪去不適用者。*Please delete where appropriate.

請注意 Please note:

1. 如你已繳付上述指明的定額罰款，則無須理會本通知書。
If you have paid the Fixed Penalty specified above, you should ignore this demand notice.
2. 款項應按照背頁所載的指示繳付。
Payment should be made according to the instructions set out overleaf.

機印所示款項收訖。Received the sum printed.

郵寄繳款回條 Slip for Payment by Post

CRC 122	表格 FORM	編號 SERIAL NUMBER												金額 (在其中一格加✓號) AMOUNT (tick one)			
	2															\$1,500	\$3,000

<<預印條紋碼 Pre-printed Bar Code>>

繳款辦法：

1. 可按下列任何一種方式繳款——
 - (a) **透過銀行自動櫃員機繳款**
在任何貼有“繳費服務”標誌的自動櫃員機繳款。繳款時，請選擇“食物環境衛生署”。
 - (b) **使用「繳費靈」繳款**
繳款前，請先致電18013登記本通知書。請選擇“商戶編號”“9147”。如欲繳款，請致電18033，並按照指示輸入所需資料。如需查詢，請致電「繳費靈」熱線：2311 9876。
 - (c) **透過互聯網繳款**
可透過銀行及「繳費靈」在互聯網上提供的繳費服務繳款。詳情請瀏覽庫務署網站(URL位址：<http://www.try.gov.hk>)。繳款時，請選擇“食物環境衛生署”。
 - (d) **透過電話理財服務繳款**
可使用銀行提供的電話理財服務，透過有關的繳費服務繳款。繳款時，請選擇“食物環境衛生署”。詳情請瀏覽庫務署網站(URL位址：<http://www.try.gov.hk>)。
 - (e) **郵遞繳款**
凡郵寄支票、匯票或本票繳款，請連同郵寄繳款回條郵寄香港深水埗郵政局信箱28000號庫務署收。請勿郵寄現金。請將本通知書下半部所示的16位數字編號寫在支票、匯票或本票背面。請確保足夠郵遞時間及郵資，以令郵遞無誤。郵資不足的信件將不獲接收。請注意：以郵遞方式繳款將不會獲發收據。有關的郵戳日期會被視為繳款的日期。
 - (f) **親自繳款**

PAYMENT INSTRUCTIONS:

1. Payment may be made by one of the following methods —
 - (a) **Through Bank Automated Teller Machine (ATM)**
Payment can be made at any ATM affixed with “Bill Payment” signage. Please select “Food & Environmental Hygiene Dept” for payment.
 - (b) **By Phone using PPS**
Before making payment, please dial 18011 to register this notice. Please select the “Merchant Code” of “9147”. For making payment, please dial 18031 and follow the instructions to enter the information required. For enquiries, please call PPS Hotline: 2311 9876.
 - (c) **Through Internet**
Payment can be made through the bill payment services provided by banks and PPS on the Internet. For details, please visit the web site of Treasury (URL address: <http://www.try.gov.hk>). Please select “Food & Environmental Hygiene Department” as appropriate for payment.
 - (d) **Through Phone-banking Service**
Payment can be made through the bill payment services by using the phone-banking service provided by banks. Please select “Food and Environmental Hygiene Department” for payment. For details, please visit Treasury’s web site (URL address: <http://www.try.gov.hk>).
 - (e) **By Post**
A cheque, draft or cashier order should be sent together with the Slip for Payment by Post to the Treasury, P.O. Box No. 28000, Sham Shui Po Post Office, Hong Kong. Cash should not be sent through the post. Please write the 16-digit serial number shown at the lower portion of this notice on the back of the cheque, draft or cashier order. Please ensure sufficient mailing time and postage to make delivery in order. Underpaid mail will be rejected. Please note that no receipt will be issued for payment by post. The date of the relevant post mark is to be regarded as the date of payment.
 - (f) **In Person**

可親自或透過代理人前往任何郵政局(郵政局信箱或流動郵政局除外)以現金、支票或「易辦事」繳款，並出示完整的通知書，以便繳款後發還收據。如欲查詢有關地址及辦公時間，請致電香港郵政熱線：2921 2222 或瀏覽其網站 (URL 位址：<http://www.hongkongpost.hk>)。

2. 使用自動櫃員機、「繳費靈」、透過互聯網或電話理財服務繳款，請先行輸入本通知書下半部所示的16位數字編號。於到期日午夜前繳款會被視作準時繳交。
3. 支票、匯票或本票均須以“香港特別行政區政府”或“香港特區政府”為收款人，並加以劃線。以支票付款，須在支票首次提交付款銀行獲得兌現後，繳款方為有效。期票恕不接受。
4. 局部繳款、逾期繳款或不能予以識別的繳款將不會視為有效的繳款。

欲就法律責任提出爭議者請注意

1. 若你意欲就上述罪行的法律責任提出爭議，可簽署附上的表格，並於通知爭議的最後日期或該日之前將之交付主管當局，以告知主管當局你有此意欲。
2. 如你告知主管當局欲就上述罪行的法律責任提出爭議，事件會以申訴方式交由裁判官按照本條例裁定，傳票將會在適當時候向你送達。
3. 如你在告知主管當局欲就上述罪行的法律責任提出爭議後，在裁判官席前應訊時你並沒有提出免責辯護或你提出瑣屑無聊或無理取鬧的免責辯護，則在任何其他罰則及訟費以外，可被判繳付相等於定額罰款數額的附加罰款。
4. 如不按照本通知書繳付罰款或通知主管當局你意欲就法律責任提出爭議，則可能須繳付附加罰款。

Payment can be made in person or through an agent at any Post Office (other than a post office letter box or a mobile post office) by cash, cheque or EPS. This notice must be kept intact and produced at the time of payment. It will be receipted and returned to you upon payment. For addresses and opening hours, please call the Hongkong Post Hotline: 2921 2222 or visit the web site (URL address: <http://www.hongkongpost.hk>).

2. For payment through ATM, by PPS, through Internet or phone-banking service, please key in the 16-digit serial number shown at the lower portion of this notice for making payment. Payment made before mid-night on the due date will be regarded as on-time payment.
3. Cheques, drafts or cashier orders should be made payable to “The Government of the Hong Kong Special Administrative Region” or “The Government of the HKSAR” and crossed. For payment made by cheque, payment is valid only when the cheque is honoured on the first presentation to the drawee bank. Post-dated cheques will not be accepted.
4. Partial payment, late payment or unidentifiable payment will not be regarded as a valid payment.

NOTES FOR THOSE WHO WISH TO DISPUTE LIABILITY

1. You may notify the Authority, if you wish to dispute liability for the offence, by signing the attached form and delivering it to the Authority on or before the last day for notification of dispute.
2. If you notify the Authority that you wish to dispute liability for the offence, the matter will be determined by a magistrate on complaint in accordance with the Ordinance and you will be served with a summons in due course.
3. If, having notified the Authority that you wish to dispute liability for the offence, you appear before a magistrate and offer no defence or a defence which is frivolous or vexatious, you are liable to, in addition to any other penalty and costs, an additional penalty equal to the amount of the Fixed Penalty.
4. Failure to pay or notify the Authority that you wish to dispute liability in accordance with this notice may result in additional penalty being imposed.

通知書編號
Notice Serial No.

《定額罰款(公眾地方潔淨及阻礙)條例》
(第570章)

FIXED PENALTY (PUBLIC CLEANLINESS AND OBSTRUCTION) ORDINANCE
(Chapter 570)

致主管當局
(第6(1)條)

NOTIFICATION TO AUTHORITY
(Section 6(1))

致：主管當局

To: The Authority

[相關主管當局的地址]

[Address of the relevant Authority]

就主管當局根據《定額罰款(公眾地方潔淨及阻礙)條例》第6(1)條所發出的通知書(詳情本人經已閱悉)，本人意欲就該通知書所指明的罪行的法律責任提出爭議，特此通知。

Take notice that I wish to dispute liability for the offence specified in your notice (particulars of which I have taken notice) issued under section 6(1) of the Fixed Penalty (Public Cleanliness and Obstruction) Ordinance.

日期：
Date:

簽名
Signature

英文全名 (先寫姓氏)
Name in English (Surname first).....

中文全名 (如適用)
Name in Chinese (if any)

聯絡電話號碼
Contact Tel. No.

地址
Address
.....

表格3

Form 3

《定額罰款(公眾地方潔淨及阻礙)條例》
(第570章)FIXED PENALTY (PUBLIC CLEANLINESS AND OBSTRUCTION) ORDINANCE
(Chapter 570)關於犯事人身分、地址及欠繳定額罰款的證明書
(第9(2)條)CERTIFICATE OF IDENTITY OF OFFENDER, ADDRESS
AND NON-PAYMENT OF FIXED PENALTY
(Section 9(2))

現證明 —

This is to certify that —

- (a) 於 年 月 日大約 , 發生一宗違反 ,
即 的罪行, 涉嫌須對該罪行負責。
On the day of , at about , an offence
of contrary
to has been committed for
which is alleged to be liable.
- (b) 於 年 月 日, 的 地 址
為 。
On the day of , the address of
was
- (c) 於 年 月 日前, 該人士未有就(a)段指明的以及根據《定額罰款(公眾地方潔淨及阻礙)條例》第6(1)條送達日期為 的通知書(編號.....)指明的罪行繳付定額罰款。
Before the day of , no payment was made of the Fixed Penalty in respect of the
offence specified in paragraph (a) and in Notice Serial No. dated
which was served under section 6(1) of the Fixed Penalty (Public Cleanliness and Obstruction) Ordinance.
- (d) 於 年 月 日 前 , 沒 有 通
知..... 他/她*意欲就該罪行的法律責任提出爭議。
Before the day of , had not
notified that he/she* wished to dispute liability for the offence.

日期：

Date:

主管當局(..... 代行)
for the Authority

* 請刪去不適用者。

* Please delete where appropriate.