



SECTION 1		APPLICANT PARTICULARS (Please complete in BLOCK letters)	
Electricity Account Name			
Electricity Account Number			
Name of Company / Institution			
Name of Contact Person	Job Title		
Telephone Number	Fax Number		
Correspondence Address			
E-mail Address			
Did CLP Provide Energy Audit for the Same Area?	<input type="checkbox"/> No <input type="checkbox"/> Yes, Energy Audit Reference Number _____		
Nature of Business	<input type="checkbox"/> Chinese Restaurant <input type="checkbox"/> Property Management <input type="checkbox"/> Hotel / Hostel <input type="checkbox"/> University <input type="checkbox"/> Hospital <input type="checkbox"/> Food / Beverages Production <input type="checkbox"/> Primary / Secondary School <input type="checkbox"/> Others (please specify) _____		
Business Type	<input type="checkbox"/> Commercial <input type="checkbox"/> Industrial		
Premises Type	<input type="checkbox"/> Self-owned <input type="checkbox"/> Rented		
Supply Address			
Service Hours (*please delete where appropriate)			
Monday to Friday (e.g. 9:00a.m. to 6:00p.m.)	_____ : _____ a.m. / p.m.* to _____ : _____ a.m. / p.m.*		
Saturday (e.g. 9:00a.m. to 1:00p.m.)	<input type="checkbox"/> _____ : _____ a.m. / p.m.* to _____ : _____ a.m. / p.m.* <input type="checkbox"/> Closed All Day		
Sunday and Public Holidays	<input type="checkbox"/> _____ : _____ a.m. / p.m.* to _____ : _____ a.m. / p.m.* <input type="checkbox"/> Closed All Day		
Premises Gross Floor Area (m <sup>2</sup> )	<input type="checkbox"/> 1,000m <sup>2</sup> or below <input type="checkbox"/> 1,001 to 5,000m <sup>2</sup> <input type="checkbox"/> 5,001m <sup>2</sup> to 10,000m <sup>2</sup> <input type="checkbox"/> 10,001m <sup>2</sup> or above		
Number of Employee			

SECTION 2	AIR-CONDITIONING SYSTEM	
1. Is centralised air-conditioning system used?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Go to Question 6)
2. Is the centralised air-conditioning system provided by the building management company?	<input type="checkbox"/> Yes	<input type="checkbox"/> No (Go to Question 6)
3. Type of chiller	<input type="checkbox"/> Air-cooled	<input type="checkbox"/> Water-cooled
4. Chiller operation years	<input type="checkbox"/> Within 5 years	<input type="checkbox"/> 5 to 10 years
	<input type="checkbox"/> 10 to 20 years	<input type="checkbox"/> Over 20 years



SECTION 2	AIR-CONDITIONING SYSTEM
5. Chiller quantity and cooling capacity (e.g. 3 air-cooled chillers with 300TR each)	
6. If window-type air-conditioners are used, please fill in the following information: Window-type air-conditioners with energy label: _____ Set    Operation years: <input type="checkbox"/> Within 5 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> Over 10 years Window-type air-conditioners without energy label: _____ Set    Operation years: <input type="checkbox"/> Within 5 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> Over 10 years	
7. If split-type air-conditioners are used, please fill in the following information: Split-type air-conditioners with energy label: _____ Set    Operation years: <input type="checkbox"/> Within 5 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> Over 10 years Split-type air-conditioners without energy label: _____ Set    Operation years: <input type="checkbox"/> Within 5 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> Over 10 years	
8. If package-type air-conditioners are used, please fill in the following information: Type : <input type="checkbox"/> Rooftop package type <input type="checkbox"/> Floor-mounted package type Cooling method: <input type="checkbox"/> Water-cooled type <input type="checkbox"/> Air-cooled type _____ Set    Operation years: <input type="checkbox"/> Within 5 years <input type="checkbox"/> 5 to 10 years <input type="checkbox"/> Over 10 years	

SECTION 3	LIGHTING EQUIPMENT
9. Common lighting equipment used in the premises: <input type="checkbox"/> General fluorescent tube (T8, T12) <input type="checkbox"/> Filament light bulb <input type="checkbox"/> Tungsten-halogen light bulb (spot light) <input type="checkbox"/> Energy-efficient T5 fluorescent tube <input type="checkbox"/> Compact fluorescent lamp <input type="checkbox"/> Floodlight <input type="checkbox"/> Others (please specify) _____	
10. Common lighting control used in the premises: <input type="checkbox"/> Manual on-off control <input type="checkbox"/> Time control <input type="checkbox"/> Occupancy control <input type="checkbox"/> Photocell control <input type="checkbox"/> Others (please specify) _____	

SECTION 4	HEATING AND HOT WATER SYSTEM
If a centralised heating and / or hot water system is used, please specify the heating equipment: <input type="checkbox"/> Heat Pump <input type="checkbox"/> Electric Boiler <input type="checkbox"/> Gas or Diesel Boiler <input type="checkbox"/> Others (please specify) _____	

SECTION 5	CONTACT PERSON IN CLP
Please fill in the information of CLP staff (e.g. Account Manager) introducing to you CLP Energy Audit Service, if any.	
Name of Contact Person _____	Job Title _____ Telephone Number _____

SECTION 6	TERMS AND CONDITIONS, DECLARATION
To receive an Energy Audit Service from CLP, the Applicant must agree to the following <b>Terms and Conditions</b> : • Upon completion of the Energy Audit, the Applicant shall certify the Energy Audit by signing on the "Certificate of Energy Audit Completed". • The Applicant shall inform CLP the progress of implementation of the "Energy Management Opportunities (EMOs)" recommended in the Energy Audit Report. • Once the EMOs recommended in the Energy Audit Report have been implemented, the Applicant shall certify all these EMOs by signing on the "Energy Saving Installations Verification Sheet" for recording their type and commissioning date. • The certification provided by the Applicant shall be subject to verification by the HKSAR Government. • CLP shall under no circumstances be responsible or liable for any incidental or consequential damages whatsoever, including without limitation damages for personal injury, death, loss of profits, loss of confidential or other information, business interruption, failure to meet any duty, arising out of or in any way related to the Energy Audit.	I / We* declare that the information given in this form is true and correct. I / We* understand and agree to abide by the Terms and Conditions set out in this application form.  Signature of Applicant (with Company Chop, if any)  _____  Date _____ (*please delete where appropriate)

**CLP Energy Audit Service and Energy Efficiency Loan Scheme**  
**中華電力能源審核服務及能源效益貸款計劃**  
**Personal Information Collection Statement**  
**個人資料收集聲明**

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CLP Power Hong Kong Limited (“CLP”) is committed to implement the requirements of the Personal Data (Privacy) Ordinance (**Ordinance**) by taking all reasonable steps to safeguard your personal data from unauthorized access, processing, erasure or other use during collection, holding, processing, using and transfer. This Statement informs you about our responsibilities and your rights under the Ordinance in respect of our collection of your personal data.

中華電力有限公司（「中電」）致力遵從《個人資料（私隱）條例》（《私隱條例》）之規定，採取一切合理措施，確保閣下的個人資料於收集、持有、處理、使用及轉移過程中，不會在未經授權下被查閱、處理、刪除或作其他用途。本聲明旨在告知閣下，本公司在收集閣下的個人資料方面，乃根據《私隱條例》之所應負的責任以及閣下所享有的權利。

**Purpose of Collection of Personal Data**  
**收集個人資料的用途**

Personal data provided in your energy audit/loan applications/notifications and other information sheets under CLP Energy Audit Service and Energy Efficiency Loan Scheme will be used by CLP for considering and processing your energy audit/ loan applications and for other related purposes. Incomplete or inaccurate information provided in the applications/notifications may affect the consideration and processing of the applications/notifications, and may result in their being deferred or rejected, and/or other administrative/legal action being taken against the parties concerned.

閣下於中電能源審核服務及能源效益貸款計劃下之申請表／通知書及其他資料頁所提供之個人資料，將供中電用於考慮及處理閣下之能源審核／貸款申請，及作其他有關用途。在有關的申請表／通知書內提供不完整或不正確的資料，將會影響本公司考慮及處理有關之申請，並可能引致申請遭延遲處理或拒絕受理，以及／或導致本公司對有關人士採取其他行政／法律行動。

## **Transfer of Personal Data 轉移個人資料**

The data collected in the applications/notifications will be kept in confidence. They may however be disclosed to other government departments, or to third parties in Hong Kong or elsewhere, if such disclosure is necessary to facilitate consideration or processing of the audit/applications/notifications, is authorised or required by the law, or if explicit consent to such disclosure is given by the applicant/data subject.

本公司對有關能源審核／貸款申請表／通知書內的個人資料嚴格保密。然而，本公司或會將該等資料向政府其他部門，或向在香港或其他地方的第三者披露，此等情況包括：本公司認為需要披露該等資料，以便考慮或處理有關之能源審核／貸款申請；或有關披露是根據法律授權或規定的；或已獲有關申請人／資料當事人明確同意披露該等資料。

## **Rights of Access to and Correction of Personal Data 查閱及更正個人資料的權利**

Applicants/data subjects whose personal data are collected by CLP may request access to them under the Ordinance. A charge will be made to cover the cost of photocopying the data supplied. In addition, if the applicants/data subject considers that the data supplied to CLP is inaccurate, a request for correction of the personal data may be made in writing after a data access request has been complied with.

本公司存有其個人資料的申請者／資料當事人，可根據《條例》向本公司要求查閱其個人資料。本公司會就所提供的個人資料，收取影印費用。此外，倘若申請者／資料當事人認為提供予本公司的資料不準確，則可在查閱資料後，再以書面提出更正個人資料的要求。

## **Contact Person 聯絡人員**

Requests for access to personal data collected under various energy audit/applications/notifications should be made in writing to Data Protection Officer: CLP Power Hong Kong Limited, 13/F., 6 On Lai Street, Shatin.

任何人士如欲查閱各項能源審核／貸款申請表／通知書所收集之個人資料，可致函沙田安麗街 6 號 13 樓中華電力有限公司資料保障主任。