

REPORT ON IRREGULARITY OF DISPOSAL OF C&D MATERIALS
(To be submitted within 2 weeks after the date of disposal)

To : Secretary, Public Fill Committee
Civil Engineering and Development Department

Fax : 2714 0113

Contract No. _____

After checking against the "Disposal Records" at the website [<http://www.epd.gov.hk/epd/misc/cdm/scheme.htm#j>], I note the following irregularities pertaining to disposal(s) made on _____ :

PART A No. of CHIT/ DDF issued : _____
No. of disposals recorded at the "Disposal Records" : _____

PART B CHIT/ DDF issued but Disposal Trip not found in the "Disposal Records"

Vehicle Registration Mark	Production of evidence (i.e. stamped CHIT/ DDF and/or transaction record slip) by the Contractor/truck driver upon request of Architect's/ Engineer's Representative (please tick the appropriate box).		If ticked "NO", please give the actual location that the disposal was made.
	"YES"	"NO" (See Note below)	

PART C CHIT/ DDF not issued but disposal trip found in the "Disposal Records"

Vehicle Registration Mark (in column "REG_Mark" in "Disposal Records" file)	Transaction Reference No. (in column "REF_NO" in "Disposal Records" file)

Remarks (e.g. root cause of the non-compliance and corrective actions taken by the Contractor)

Signature of Architect's/ Engineer's Representative _____
Name of Architect's/ Engineer's Representative _____
Department / Consultant _____
Telephone No. _____ Fax. _____ Date _____

Note :-

The Architect/Engineer is reminded to take follow-up action in case of non-compliance with the trip ticket system in accordance with the Circular DEVB TCW No. 6/2010 and relevant departmental procedures. Usually, a "NO" entry in Part B constitutes a non-compliance with the trip ticket system. The Secretary of the Public Fill Committee will only provide a formal reply to the report upon request.