Appendix E

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/clm/scheme.html], 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.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>“YES”</td>
<td>“NO” (See Note below)</td>
</tr>
</tbody>
</table>

**PART C**
- CHIT/ DDF not issued but disposal trip found in the “Disposal Records”

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.