

**Energy Conservation Projects for Non-government Organizations
Energy Conservation Education Programme**

New application

Application No.:	ECP0773
Name of Organization:	New Territories SME Association (NTSMEA) 新界中小企總會
Project Title:	BEEPS (Building Environmental and Energywise for Professionals and SMEs)
Target:	The three targeted professional groups of Small and Medium Enterprises (SMEs) are – 1. Engineering sector; 2. Property sector; and 3. Beauty Care sector.
Objective / Target Outcome:	This is a project to build up energy-wise showcases in a number of offices of professional groups and SMEs.
Proposed Project Duration:	March 2015 to October 2016 (20 months)
Funding Request:	\$1,114,619 (Please refer to Budget Table for details)
Applicant's Experience in Organizing ECF Projects:	Nil
Education Programme Summary:	<ol style="list-style-type: none"> 1. An opening ceremony; 2. 90 visits and preliminary energy and carbon audits (in engineering, property and beauty care sectors). Trained staff would conduct site inspection to the participating SMEs for energy saving and carbon reduction assessment, and provide prescriptions and advice on energy saving; 3. Distribution and installation of energy-saving devices for the participating firms for demonstration purpose; 4. 2 training sessions for project staff, executive members and member organizations of the applicant organization; 5. Showcase promotion, filming and recording, and publication of experience sharing guide book; and 6. A closing ceremony.

Suggested Supporting Bodies:	Name of organization	Role	Funding sponsored
	Hong Kong Institute of Planners	Assisting organizers	N/A
	Hong Kong Institute of Surveyors		
	Hong Kong Chamber of Professional Property Consultants		
	全港美容業聯盟		
	西貢將軍澳蕙蘭婦女會		
Remarks:	<p>The proposed project was examined at the ECPVSC meeting held on 22 August 2014. At the meeting, Members had the following observations / concerns –</p> <p>(a). Over 63% of the total funding sought (\$1,114,619) was for manpower (\$709,190), which exceeded the normal limit of 50% set out in ECF's funding guidelines. In addition, the requested meal allowance at \$68 per day was much higher than the amount of \$48 per day normally supported by ECF for full-day activities.</p> <p>(b). Members raised concerns about the NTSMEA's capability in carrying out a project of the proposed scale, and would like to be provided with further information on the organization's membership and experience in implementing environmental protection activities funded by other government or charity funds.</p> <p>(c). Members questioned whether the planned activities and deliverables of the proposed project would commensurate with the requested funding of over \$1 million, and would like to have further information on how the proposed target of 90 SME participants would be selected from among the targeted business sectors for participation in the project.</p> <p>(d). Members observed that the project's proposal to include the engineering sector as target participants might result in duplication of efforts and hence waste of resources, since the engineering sector itself had already made much efforts to promote carbon audits and energy conservation in recent years.</p> <p>(e). Members had reservations about the organization's proposal to distribute as much as 10 sets of energy saving devices to each participant SME, while for other ECF-funded energy conservation education projects, normally only one set of energy saving device would be supported for distribution to participants.</p> <p>To follow up with Members' concerns expressed at the ECPVSC meeting held on 22 August 2014 as mentioned above, the Secretariat had requested NTSMEA to submit relevant information / documents to facilitate Members' assessment of the support-worthiness of the present proposed project, the project management capability of the applicant organization, and the method adopted by the organization in</p>		

	<p>selecting 90 participating companies from the three targeted sectors (viz. engineering, property and beauty care) for conducting preliminary energy and carbon audits under the project. Relevant exchanges between NTSMEA and the Secretariat are at <u>Appendices 1 to 3</u>. A brief summary of NTSMEA’s responses is provided below -</p> <ol style="list-style-type: none"> 1. NTSMEA maintained that to protect its personal data, a full membership list could not be provided to ECPVSC. In response to the Secretariat’s further enquiry on NTSMEA’s network with the targeted industries and information to show that these companies were supportive to the project, NTSMEA replied that it had established an instant-messaging platform with the industries to facilitate communication. The relevant industries had expressed full support to the proposed project, if approved; 2. NTSMEA indicated that it possessed the experience in assisting a number of organizations in organizing activities on promoting waste reduction and energy saving since 2013; and 3. Regarding the selection of 90 participating companies from among the targeted sectors, NTSMEA indicated that it would approach SMEs in the target groups with 5 to 60 staff through office visits or identify these through referral by the organization’s members. SMEs would be selected to participate in the project having regard to their resources, intention, electricity consumption, etc. <p>For Members’ information, Ms Fong Kwok-shan, person-in-charge of the applicant organization (NTSMEA) and project leader of the present proposed project, was involved in two cases of unpermitted personal publicity related to two ECF-funded projects (ECP0134 and ECP0699). Details are set out in the <u>Supplementary Note</u> submitted to Members under Agenda item “Any Other Business”.</p>
<p>Advice Sought:</p>	<p>Members are invited to advise whether the proposed project should be approved, and if so, the amount to be granted.</p>

**Secretariat, Energy Conservation Projects Vetting Subcommittee
April 2015**