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29 October 2015

To: Member of Business Environment Council

Dear Sir/Madam,

Charter on External Lighting

I write to appeal to your organisation for signing up to the “Charter on External Lighting” (the “Charter”) to be launched by the Government. The Charter will commence operation in April 2016.

Background

The Government set up in 2011 the Task Force on External Lighting (“the Task Force”) to advise the Government on the appropriate strategy and measures for tackling light nuisance and energy wastage problems caused by external lighting, having regard to international experience and practices and the local circumstances. The Task Force published in April 2015 its report to the Government, which recommended a multi-pronged approach to tackle the problems caused by external lighting, including –

- The introduction of a Charter to encourage owners of and responsible persons for external lighting installations of decorative, promotional and advertising purposes which affect the outdoor environment to switch off such lighting installations during the preset time of 11p.m. to 7a.m. or midnight to 7a.m..
- To re-launch the Guidelines on Industry Best Practices for External Lighting Installations (“the Guidelines”) to encourage the adoption of good

practices in the design, installation and operation of external lighting installations.

The Government has accepted the Task Force's recommendations. To take the lead, we have promulgated guidelines which require all Government departments to switch off external lighting of decorative, promotional and advertising purposes at 11p.m. at all properties owned or managed by the Government. Government departments responsible for the management of Government buildings or facilities will also observe the Guidelines when planning for or managing their external lighting installations.

Your Support

We have invited the relevant trade associations (e.g. retail, catering, property development/management, hotel and signboard/advertising industries), including the trade association to which your organisation is affiliated, to appeal to their member organisations to sign up to the Charter on External Lighting. In this context, we would like to invite your organisation to –

- (a) sign up to the Charter to pledge to switch off lighting installations of decorative, promotional or advertisement purposes affecting the outdoor environment at your properties during the preset time from either 11p.m to 7a.m. or midnight to 7a.m.. The details of the Charter are set out at **Annex A**; and
- (b) encourage the management team of your organisation to adopt the good practices set out in the Guidelines at **Annex B** when planning for or managing the external lighting installations.

The Government will organise a series of publicity programmes to promote the Charter and to give recognition to the Charter signatories, including the launch event tentatively scheduled for 11 January 2016, the signing ceremony in April 2016 and award ceremonies in 2017 and beyond to express our appreciation for the efforts made by signatories to comply with the switch-off requirement under the Charter scheme. The names of the signatories will also be published on newspapers and relevant Government websites to acknowledge their participation in the Charter. Stickers and certificates will be provided to signatories for display at their properties.

We would be grateful if you would favourably consider participating in the Charter scheme and return the completed reply slip (see **Appendix 2** to Annex A) by 1 March 2016. Signatories that sign up to the Charter **before 10 December 2015** will be invited to attend the launch ceremony on 11 January 2016.

If you have any questions about the Charter, please contact Ms Fanny Cheung, Assistant Secretary for the Environment (Energy) at 3509 8660 or Ms Edith Yuen, Executive Manager (Energy) at 3509 7655.

Thank you.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Dorothy MA', written in a cursive style.

(Mrs Dorothy MA)
for Secretary for the Environment