



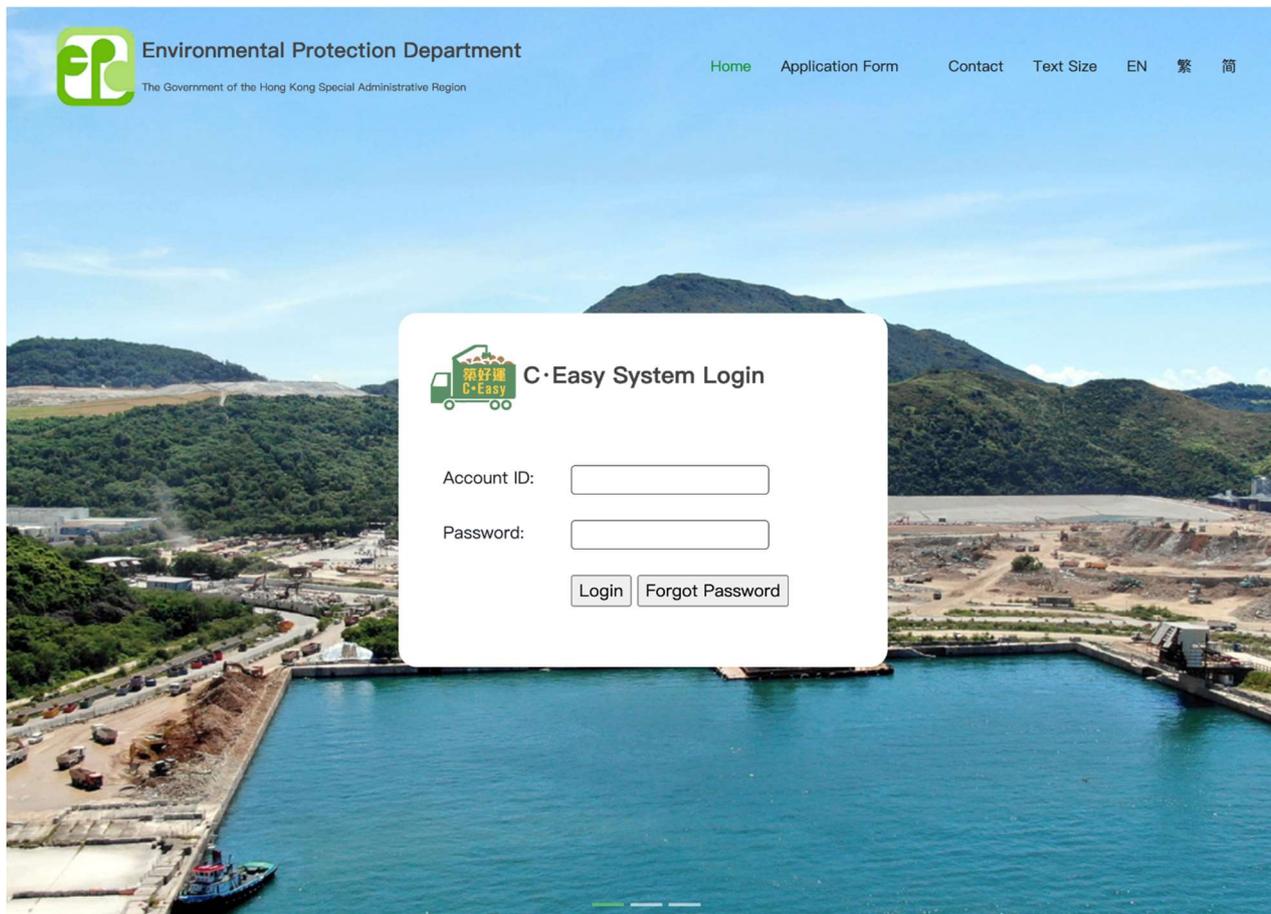
C·Easy System

Guide to Billing Account and e-Chit Management

1. System Login

If you have already applied [e-chit*](#) and received the Notification Email with the C Easy System Account ID and Password, please enter them to login.

** e-Chit can be applied through the [online application](#).*



If you forget your password, please click “Forgot Password” and provide the necessary account information. A new password and re-activation procedure will be sent to the registered email.



2. Use e-Chit

You can check your e-chit balance and issue e-chits to designated driver with this function.

The screenshot shows the 'Use e-Chit' page. At the top, there is a header with the Environmental Protection Department logo and name, and options for Text Size, EN, 繁, 簡, and Logout. Below the header is a navigation bar with icons for 'Use e-Chit' (with a '22' badge), 'Sub-Account e-Chit Allocation', 'Chit History', 'Driver', 'Sub-Account', 'Supervisor Account', 'Account Profile', and 'Notice' (with a '0' badge). The main content area displays 'Welcome Mr. Chan' and 'Last login datetime: 2024-03-04 15:07:43 Status: Success'. A form shows account details: Account No.: 12345678, Account-holder Name: EPD Construction Waste Limited, and Construction Waste Generated Site: IWTS. Below this, it says 'Total available e-Chit: 22' with a red 'Use e-Chit' button. A table with columns: Issue Date, e-Chit No., Prescribed Facility, VRM, Driver Name, Mobile No., Remark, and QR Code is shown with 'No Record Found' and 'Total: 0'.

Click [Use e-Chit] button to fill in the required information in a pop-up window.

This screenshot shows the same 'Use e-Chit' page as above, but with a pop-up form open. The form has fields for 'Prescribed Facility' (a dropdown menu), '*VRM' (with a blue 'Driver' button and example 'e.g. ABXXXX'), 'Driver Name' (with example 'e.g. Chan Tai Man'), and '*Mobile No.' (with example 'e.g. 98765432'). There is a plus sign icon next to the mobile number field. At the bottom right of the form, it says 'Total: 1' and a blue 'Issue' button. Below the form, the top part of the table from the previous screenshot is visible.

The required information includes the Prescribed Facility, Vehicle Registration Number (VRM)*, Driver Name & Mobile No*.

**Mandatory fields*



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Text Size EN 繁 簡 Logout

Use e-Chit Sub-Account e-Chit Allocation Chit History Driver Sub-Account Supervisor Account Account Profile Notice

Welcome Mr. Chan Last login datetime: 2024-03-04 15:07:43 Status: Success

Account No.: 12345678
Account-holder Name: EPD Construction Waste Limited
Construction Waste Generated Site: IWTS

Total available e-Chit: 22 Use e-Chit

Prescribed Facility *VRM Driver Name *Mobile No.

Landfills
NENT - North East New Territories Landfill
SENT - South East New Territories Landfill
WENT - West New Territories Landfill

Sorting Facilities
Tseung Kwan O Area 137 Sorting Facilities
Tuen Mun Area 38 Sorting Facilities

Public Fill Reception Facilities
Tseung Kwan O Area 137 Fill Bank
Tuen Mun Area 38 Fill Bank
Chai Wan Public Fill Bargaining Point
Mui Wo Temporary Public Fill Reception Facility

VRM Driver Name Mobile No. Remark QR Code

Total: 1 Issue

Total: 0

If you have already built a list of drivers (see Section 5), you can click the [Driver] button to select a driver from the pull-down list.

Please select a driver

VRM	Driver Name	Mobile No.	
VN7551	Chris	99999999	<input checked="" type="checkbox"/>
VW8888	Derek	88888888	<input checked="" type="checkbox"/>
XY1234	Ivan	77777777	<input checked="" type="checkbox"/>
AB7879	SF-ManGor	66666666	<input checked="" type="checkbox"/>
BB4466	Wallace	55555555	<input checked="" type="checkbox"/>

Total: 5

Cancel

Click [☑] to select the driver and return to the previous screen that filled with the driver's information.



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Text Size EN 繁 簡 Logout

22

Use e-Chit

Sub-Account
e-Chit Allocation

Chit History

Driver

Sub-Account

Supervisor Account

Account Profile

Notice 0

Welcome Mr. Chan Last login datetime: 2024-03-04 15:07:43 Status: Success

Account No.: 12345678

Account-holder Name: EPD Construction Waste Limited

Construction Waste Generated Site: IWTS

Total available e-Chit: 22 Use e-Chit

Prescribed Facility	*VRM	Driver Name	*Mobile No.	
<input type="text" value="SENT - South East New Territories Landfill"/>	<input type="text" value="XY1234"/>	<input type="text" value="Ivan"/>	<input type="text" value="7777777"/>	✎ +
			<p>Total: 1 Issue</p>	

Issue Date	e-Chit No.	Prescribed Facility	VRM	Driver Name	Mobile No.	Remark	QR Code
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Click the [+] icon to issue another chit.

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Text Size EN 繁 簡 Logout

22

Use e-Chit

Sub-Account
e-Chit Allocation

Chit History

Driver

Sub-Account

Supervisor Account

Account Profile

Notice 0

Welcome Mr. Chan Last login datetime: 2024-03-04 15:07:43 Status: Success

Account No.: 12345678

Account-holder Name: EPD Construction Waste Limited

Construction Waste Generated Site: IWTS

Total available e-Chit: 22 Use e-Chit

Prescribed Facility	*VRM	Driver Name	*Mobile No.	
<input type="text" value="SENT - South East New Territories La"/>	<input type="text" value="XY1234"/>	<input type="text" value="Ivan"/>	<input type="text" value="7777777"/>	<input style="width: 80px; border: none;" type="text" value="Remark"/> ✎ +
<input type="text" value="---"/>	<input type="text" value="e.g. ABXXXX"/>	<input type="text" value="e.g. Chan Tai Man"/>	<input type="text" value="e.g. 98765432"/>	✎ 🗑
			<p>Total: 2 Issue</p>	

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You can click [🗑️] to remove the unnecessary driver information. Then click the [Issue] button to confirm the issuance.

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Text Size EN 繁 簡 Logout

Use e-Chit
Sub-Account e-Chit Allocation
Chit History
Driver
Sub-Account
Supervisor Account
Account Profile

Notice 0

Welcome **Mr. Chan** Last login datetime: 2024-03-04 15:07:43 Status: Success

Account No.: 12345678

Account-holder Name: EPD Construction Waste Limited

Construction Waste Generated Site: IWTS

Issue e-Chit successfully

Total available e-Chit: 21 Use e-Chit

Issue Date	e-Chit No.	Prescribed Facility	VRM	Driver Name	Mobile No.	Remark	QR Code
04/03/2024	100004	SENT - South East New Territories Landfill	XY1234	Ivan	77777777	-	QR Code Cancel Re-issue

Total: 1

The e-Chit successfully issued will be displayed in the window below. You can click the [QR Code] button to display the snap shot of e-Chit for printing or screen capture.

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繁 簡 Logout

Use e-Chit
Sub-Account e-Chit Allocation

Notice 0

Welcome **Mr. Chan**

Account No.: 12345678

Account-holder Name: EPD Construction Waste Limited

Construction Waste Generated Site: IWTS

Total available e-Chit: -

Issue Date	e-Chit No.	Prescribed Facility	VRM	Driver Name	Mobile No.	Remark	QR Code
04/03/2024	100004	SENT - South East New Territories Landfill	XY1234	Ivan	77777777	-	QR Code Cancel Re-issue

Total: 1

電子入帳票號碼
e-Chit No.: **100004**

帳戶編號
Account No.: **12345678**

訂明設施
Prescribed Facility:
SENT - South East New Territories Landfill

車輛登記號碼
Vehicle Registration Mark: **XY1234**

發行日期 Issue Date: **04/03/2024**

有效期至 Valid Until: -

香港法例第354章廢物處置條例
廢物處置(建築廢物處置收費)規例
Waste Disposal Ordinance (Chapter 354)
Waste Disposal (Charges for Disposal of Construction Waste) Regulation

載運入帳票

CHIT

帳戶名稱
Name of the Account-holder:
EPD Construction Waste Limited

建築廢物產生地點 Construction
Waste Generated Site:
IWTS

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Print
Close



Click the [Re-issue] button to re-issue the e-Chit to another driver.

The screenshot shows the 'D+Easy' portal with a confirmation dialog box titled 'Are you sure you want to Re-issue the e-Chit?'. The dialog contains the following fields:

- e-Chit No.: 100004
- Prescribed Facility: SENT – South East New Territ
- *VRM: XY1234
- Driver Name: Ivan
- *Mobile No.: 77777777
- Remark: Remark

Buttons in the dialog include 'Driver', 'Confirm', and 'Cancel'. In the background, the 'Total available e-Chit' is 21, and a table shows one issued e-Chit with a 'Re-issue' button.

Issue Date	e-Chit No.	Prescribed Facility	VRM	Driver Name	Mobile No.	Remark	QR Code
04/03/2024	100004	SENT - South East New Territories Landfill	XY1234	Ivan	77777777	-	QR Code

Click the [Cancel] button to cancel the issued e-Chit and the “Total available e-Chit” will be adjusted accordingly.

The screenshot shows the 'D+Easy' portal with a confirmation dialog box titled 'Are you sure you want to Cancel the e-Chit?'. The dialog contains the following information:

- e-Chit No.: 100004

Buttons in the dialog include 'Confirm' and 'Cancel'. In the background, the 'Total available e-Chit' is 21, and a table shows one issued e-Chit with a 'Cancel' button.

Issue Date	e-Chit No.	Prescribed Facility	VRM	Driver Name	Mobile No.	Remark	QR Code
04/03/2024	100004	SENT - South East New Territories Landfill	XY1234	Ivan	77777777	-	QR Code



3. Sub-Account e-Chit Allocation

This function allows you to view the e-Chits issued by the Sub-account(s) that created previously (see Section 6).

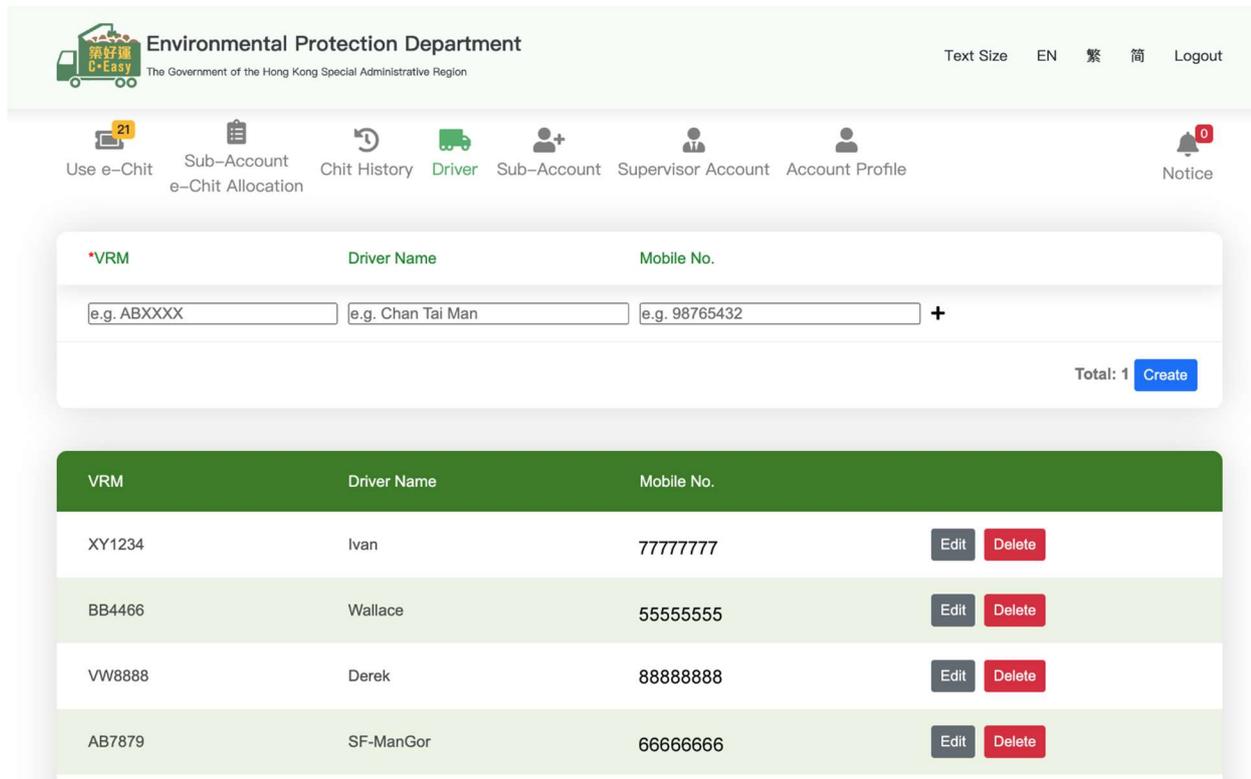
4. Chit History

This function allows you to view and download the transaction records of your billing accounts (both paper & e-Chits) in according to the selection criteria.

Click the [Export to CSV file] to download the transaction records in CSV file format.

5. Driver

This function allows you to maintain a list of drivers to facilitate the issuance of e-chits (see section 2).



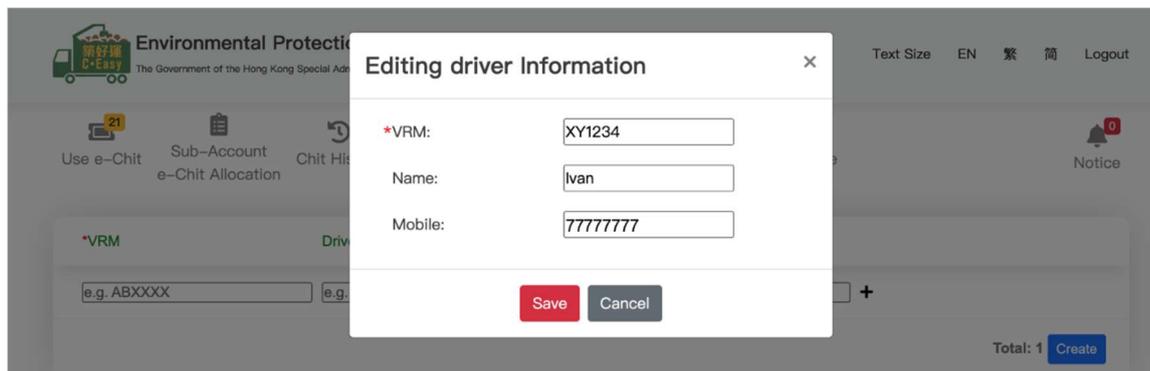
The screenshot shows the 'Driver' management interface. At the top, there is a header with the EPD logo and navigation options: 'Text Size', 'EN', '繁', '簡', and 'Logout'. Below the header is a menu bar with icons for 'Use e-Chit', 'Sub-Account e-Chit Allocation', 'Chit History', 'Driver', 'Sub-Account', 'Supervisor Account', and 'Account Profile'. A 'Notice' icon with a red badge is also present.

The main content area features a form to add a new driver with three input fields: '*VRM' (with a placeholder 'e.g. ABXXXX'), 'Driver Name' (with a placeholder 'e.g. Chan Tai Man'), and 'Mobile No.' (with a placeholder 'e.g. 98765432'). A '+' button is to the right of the Mobile No. field. Below the form, it says 'Total: 1' and a 'Create' button.

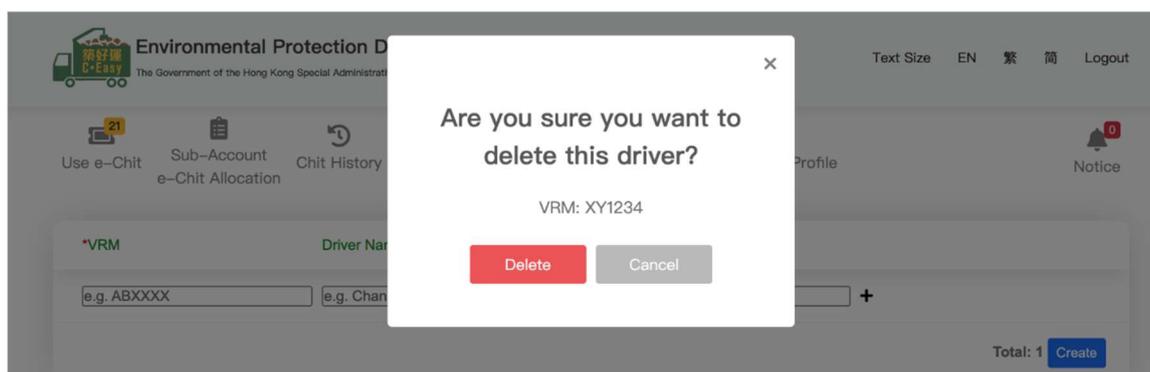
Below the form is a table listing existing drivers:

VRM	Driver Name	Mobile No.	
XY1234	Ivan	77777777	Edit Delete
BB4466	Wallace	55555555	Edit Delete
VW8888	Derek	88888888	Edit Delete
AB7879	SF-ManGor	66666666	Edit Delete

You can "Create", "Edit" or "Delete" a driver by clicking the appropriate button as shown in the screen.



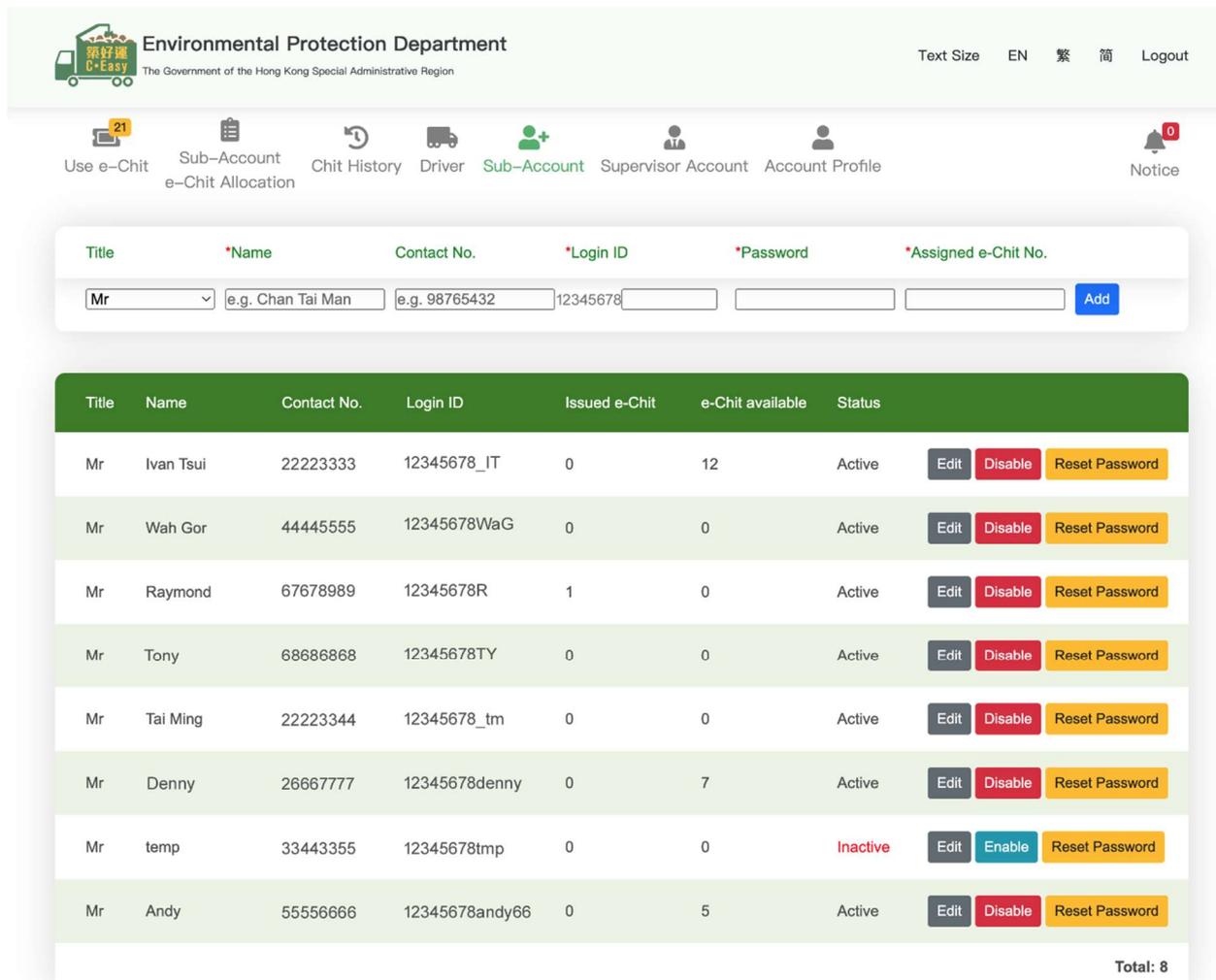
This screenshot shows a modal dialog titled 'Editing driver Information'. It contains three input fields: '*VRM:' with the value 'XY1234', 'Name:' with the value 'Ivan', and 'Mobile:' with the value '77777777'. At the bottom of the dialog are two buttons: 'Save' and 'Cancel'.



This screenshot shows a modal dialog with the text 'Are you sure you want to delete this driver?' and 'VRM: XY1234'. At the bottom of the dialog are two buttons: 'Delete' and 'Cancel'.

6. Sub-Account

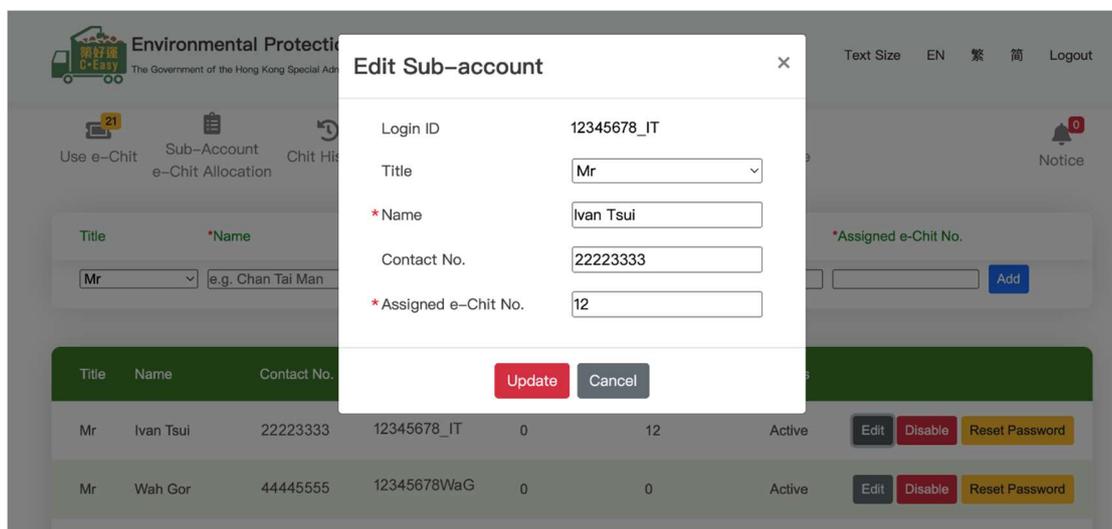
This function allows you to maintain a list of sub-accounts who can issue e-chits for you.



Title	Name	Contact No.	Login ID	Issued e-Chit	e-Chit available	Status	
Mr	Ivan Tsui	22223333	12345678_IT	0	12	Active	Edit Disable Reset Password
Mr	Wah Gor	44445555	12345678WaG	0	0	Active	Edit Disable Reset Password
Mr	Raymond	67678989	12345678R	1	0	Active	Edit Disable Reset Password
Mr	Tony	68686868	12345678TY	0	0	Active	Edit Disable Reset Password
Mr	Tai Ming	22223344	12345678_tm	0	0	Active	Edit Disable Reset Password
Mr	Denny	26667777	12345678denny	0	7	Active	Edit Disable Reset Password
Mr	temp	33443355	12345678tmp	0	0	Inactive	Edit Enable Reset Password
Mr	Andy	55556666	12345678andy66	0	5	Active	Edit Disable Reset Password

Total: 8

You can “Add”, “Edit”, “Disable” or “Reset Password” a Sub-account driver by clicking the appropriate button as shown in the screen.



Edit Sub-account

Login ID: 12345678_IT

Title: Mr

* Name: Ivan Tsui

Contact No.: 22223333

* Assigned e-Chit No.: 12

Update Cancel



Are you sure you want to disable the sub-account?

Login ID: 12345678_IT
All unused e-Chit(s) in sub-account will return back to the master account.

Disable Cancel

Title	Name	Contact No.	Login ID	Issued e-Chit	e-Chit available	Status	
Mr	Ivan Tsui	22223333	12345678_IT	0	12	Active	Edit Disable Reset Password
Mr	Wah Gor	44445555	12345678WaG	0	0	Active	Edit Disable Reset Password

Reset Sub-account Password

Login ID 12345678_IT

*New Password

Confirm Cancel

Title	Name	Contact No.	Login ID	Issued e-Chit	e-Chit available	Status	
Mr	Ivan Tsui	22223333	12345678_IT	0	12	Active	Edit Disable Reset Password

7. Supervisor Account

This function allows you to maintain a list of Supervisor Account who can view the transaction records of your billing account.

Environmental Protection Department

Text Size EN 繁 简 Logout

Use e-Chit Sub-Account e-Chit Allocation Chit History Driver Sub-Account Supervisor Account Account Profile Notice

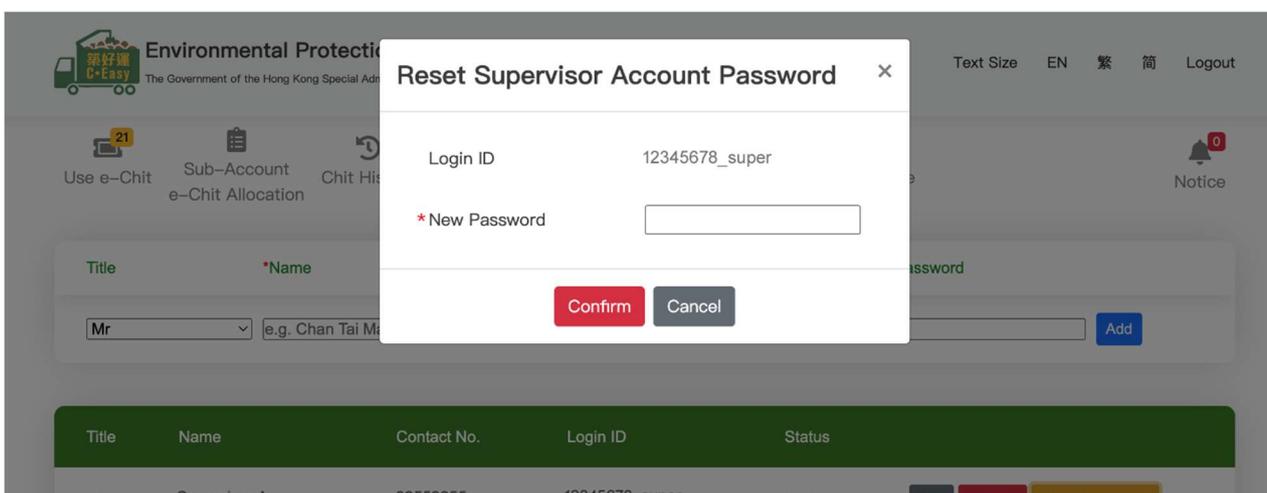
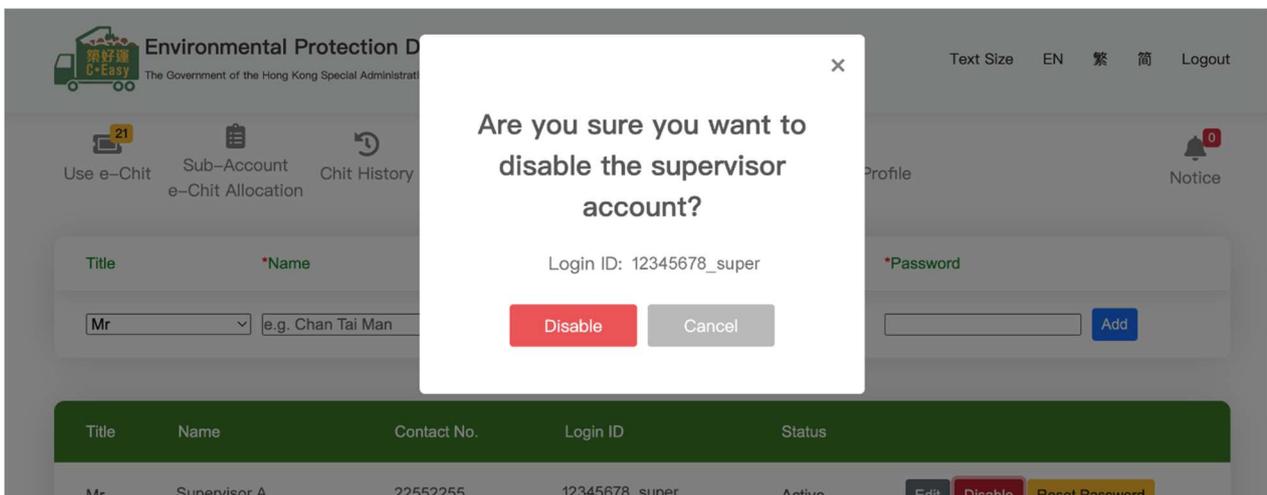
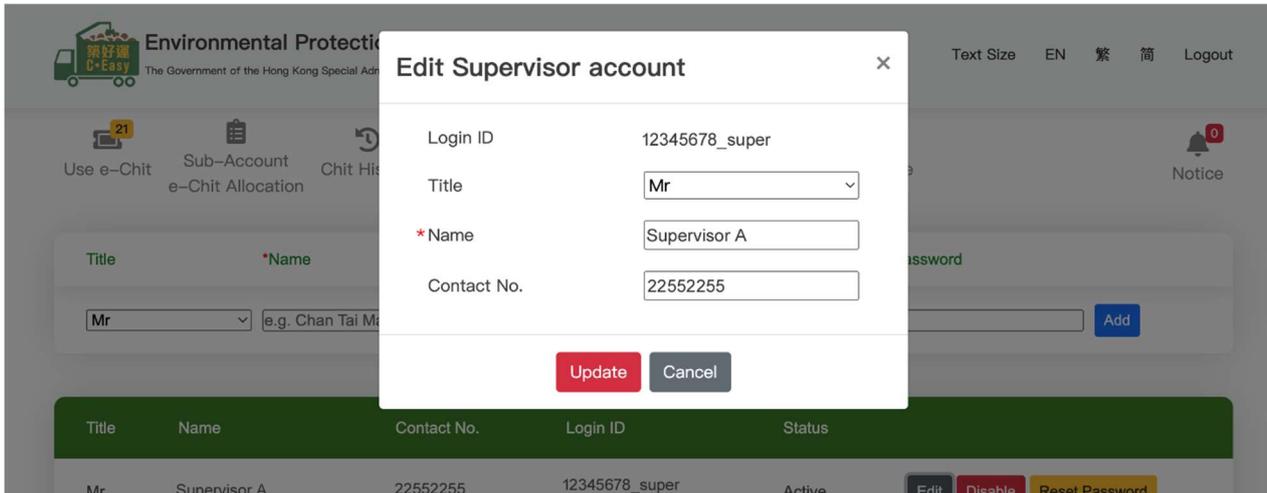
Title *Name Contact No. *Login ID *Password Add

Mr e.g. Chan Tai Man e.g. 98765432 12345678

Title	Name	Contact No.	Login ID	Status	
Mr	Supervisor A	22552255	12345678_super	Active	Edit Disable Reset Password



You can “Add”, “Edit”, “Disable” and “Reset Password” a Supervisor Account by clicking the appropriate button as shown in the screen.





8. Account Profile

This function allows you to view your account information and change password. You can submit Form 5 to EPD if you want to update any account information.

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Text Size EN 繁 简 Logout

Use e-Chit Sub-Account e-Chit Allocation Chit History Driver Sub-Account Supervisor Account Account Profile Notice

Company Profile

EPD Construction Waste Limited

2/F EAST WING, 88 VICTORIA ROAD,
KENNEDY TOWN, HONG KONG

Contact Information

Name: Mr. Chan

Email: mrchan@epd.gov.hk

Tel: 22222222

Mobile: -

Fax: -

Password

Change Password

Click [Change Password] to change the login password.

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Text Size EN 繁 简 Logout

Use e-Chit Sub-Account e-Chit Allocation Chit History Profile Notice

Company Profile

EPD Construction Waste Limited

2/F EAST WING, 88 VICTORIA ROAD,
KENNEDY TOWN, HONG KONG

Contact Information

Tel: 22222222

Mobile: -

Fax: -

Password

Change Password

Please change your password

Current Password:

New Password:

Confirm Password:

Password setting rules:

- All passwords should be at least 8 characters
- All passwords should contain both alphabet and number
- Do not use the last 3 recently used passwords

Confirm Cancel



9. Notice

This function will provide notice to users related to system issues, such as System Maintenance Notice.

The screenshot displays the user interface of the Environmental Protection Department's system. At the top, the EPD logo and name are visible, along with language options (EN, 繁, 簡) and a Logout button. A navigation bar contains several menu items: Use e-Chit (with a '21' notification badge), Sub-Account e-Chit Allocation, Chit History, Driver, Sub-Account, Supervisor Account, Account Profile (highlighted in green), and Notice (with a '0' notification badge). The main content area is divided into two columns: 'Company Profile' and 'Contact Information'. The 'Company Profile' section lists 'EPD Construction Waste Limited' with the address '2/F EAST WING, 88 VICTORIA ROAD, KENNEDY TOWN, HONG KONG'. The 'Contact Information' section lists: Name: Mr. Chan, Email: mrchan@epd.gov.hk, Tel: 22222222, Mobile: -, and Fax: -. A 'User Notices' modal window is open over the 'Account Profile' menu item, featuring a 'Mark all as read' button and a close button (X).