

# **Agriculture, Fisheries and Conservation Department**

## **Guidelines on Application for Permit to bring vehicles into Country Parks or Special Areas**

### **Preamble**

According to the Country Parks and Special Areas Regulations (Cap. 208A) (the “Regulations”), except with the consent of the Country and Marine Parks Authority (the Authority) or exempted under relevant subregulations, no person shall bring into a country park or special area any vehicle, or drive, use, or be in possession of any vehicle within a country park or special area. Application for vehicle permit shall be made in writing to the Authority. Upon receipt of an application, the Authority may (a) grant a permit, subject to such conditions as he thinks fit; or (b) refuse to grant a permit. Applicants should read the following guidelines before submitting an application.

### **I. General Guidelines:**

- (1) Permits should be sought before bringing vehicles (e.g. private car, light goods vehicle, motorcycle, excavator, loader, village vehicle, etc.) into country parks or special areas. Vehicles over 5.5 tonnes are generally not allowed to enter country parks unless there is absolute need. Applications and supporting documents must reach the Agriculture, Fisheries and Conservation Department (AFCD) or relevant District Offices (for the Pak Tam Chung Barrier Permit in Part II and III below) at least 3 working days before the date to bring vehicles into country parks or special areas. As processing takes time, late or incomplete applications will not be accepted.
- (2) There is strict control on vehicular entry into country parks or special areas, and applications for such permits will normally not be approved unless such entry is absolutely necessary. The Department will only consider issuing permits to residents/villagers residing inside country parks or special areas, persons carrying out official duties or works and other activities approved by the Department. In general, application for travelling, recreational and sightseeing purposes will not be considered.

- (3) For applications from residents/villagers residing inside country parks or special areas, residents/villagers should produce proof of latest address, such as a copy of water bill, electricity bill or tenancy and a copy of vehicle registration documents. Each application must be accompanied by a copy of latest documents required and will be considered individually.
- (4) For applications from persons carrying out official duties or works inside country parks or special areas, applicants should give details on nature and location of works, a copy of government documents or memos to substantiate the need of access, route maps and a copy of vehicle registration documents. For works within country parks or species areas, applicants are also required to produce a copy of the approval and/or consent given by the Lands Department and the Authority respectively to the works.
- (5) If there is a need to bring vehicles into country parks because of holding fund-raising activities, sporting competitions, public meetings, making public speeches or commercial filming approved by the Authority, applicants should indicate specifically when submitting the application for the activities. Applicants should also as far as possible avoid applying for permission to bring vehicles into the following areas:
- Tai Mong Tsai Road beyond Pak Tam Chung Barrier;
  - between Shing Mun Fung Shui Woodland and Tai Po Kau Nature Reserve;  
and
  - between Twisk Management Centre and Tai Lam Chung Management Centre.

Applications will be considered on their own merits, taking into account the location and time of the activity and its impact on the environment and other country park users. The AFCD is not bound to approve all vehicle permit applications because of giving approval for holding fund-raising activities, sporting competitions, public meetings, making public speeches, commercial location filming or other controlled activities within country parks or special areas.

- (6) Applicants issued with AFCD's vehicle permits still need to check for themselves whether they need to approach other government departments such as the Hong Kong Police Force, the Water Supplies Department and the Transport Department to apply for other permits required by law.

- (7) Applicants must observe closely the conditions listed on the permits. The AFCD reserves the right to revoke any permits issued and may prosecute the applicants concerned who are found to have violated any provisions under the Country Parks and Special Areas Regulations or any conditions of the permits.

**II. Application for small vehicle and lorry entering Country Parks in Sai Kung via Pak Tam Chung Barrier:**

- (1) All Points (1) – (7), except Point (3) in Part I applies.
- (2) Instead of submitting the application form to AFCD as in Point (3) above, residents/villagers living beyond Pak Tam Chung Barrier and operators of local licensed restaurants should apply to relevant District Offices for the Pak Tam Chung Barrier Permit (Tai Po District Office : 2654 1258 / Sai Kung District Office : 3740 5351/ 3740 5340).
- (3) Registered residents/villagers living beyond Pak Tam Chung Barrier may apply for one-day temporary permit for their visiting relatives and friends as well as vehicle operators delivering goods to them. Application should be made to Sai Kung Country Park Visitor Centre (enquiry number: 2792 7365).
- (4) If a permit is needed for other purposes over a prolonged period of time (e.g. to carry out official duties or approved works), applicants should use the application form for “Small vehicle & lorry entry into Sai Kung East and Sai Kung West Country Parks (Pak Tam Chung Barrier)”.
- (5) To access Sai Kung Man Yee Road or Sai Kung Sai Wan Road, application should first be made to the Water Supplies Department (general enquiry number: 2829 5689; for official duties: 2152 5619).

**III. Application for coach entering Country Parks in Sai Kung via Pak Tam Chung Barrier (Not Applicable to Travel Agency)**

- (1) Points (1), (6) and (7) in Part I above applies.
- (2) The coach should be 16-Seaters or above. Application should be made on behalf of School / Organization. Application by individual will not be accepted. For application of travel agency, please refer to Part IV.
- (3) Application is accepted from three months to three days in advance of the intended day of entry. Permit quota policy applies on a first come, first served basis and there is no waiting list. Applicant should call the Sai Kung Country Park Visitor Centre (Tel: 3129 3056) to register for a quota first.
- (4) For access to Sai Kung Man Yee Road or Sai Kung Sai Wan Road, application should be first made to Water Supplies Department (enquiry number: 2829 5689). Relevant approval document from the Water Supplies Department should be provided in support of the application.
- (5) After getting the quota through phone, the applicant should complete and send the application form namely “*Application for Coaches entering Sai Kung Country Parks (Pak Tam Chung Barrier)*” together with supporting documents (if applicable) to Sai Kung Country Park Visitor Centre (Fax No.: 2792 0973/ e-mail: skcpvc@afcd.gov.hk) within 3 working days. Organization should submit a copy of registration document (e.g. Business Registration Certificate) together with the application form. Otherwise, the application will be cancelled without notice and the quota will be replaced by other applicant. School is not required to produce the registration document but stamping of school chop is required on the application form. Successful applicant will receive a confirmation letter issued by Sai Kung Country Park Visitor Centre.
- (6) Successful applicant or the authorized person need to bring along the confirmation letter together with proof of identity for collecting the permit from Sai Kung Country Park Visitor Centre between 09:00 and 16:30 on the date of entry. Permit will not be issued beyond office hours.
- (7) Applicant could apply the permit by submitting e-application form. After getting the quota through phone, the applicant should complete the e-application form within 3 working days and submit relevant supporting document copies. Successful applicant will receive a confirmation letter through e-mail and the applicant could follow the instructions to create permit by providing vehicle plate

number. Applicant must print out the permit beforehand, no entry into Sai Kung Country Park is allowed if not possessing any hardcopy of permit.

IV. **Application for coach entering Country Parks in Sai Kung via Pak Tam Chung Barrier (Applicable to Travel Agency)**

- (1) Points (1), (6) and (7) in Part I above applies.
- (2) The coach should be 16-Seaters or above.
- (3) Application is accepted from two months to three days in advance of the intended day of entry. Permit quota policy applies on a first come, first served basis and there is no waiting list. Applicant should call the Sai Kung Country Park Visitor Centre (Tel: 3129 3056) to register for a quota first.
- (4) Each travel agency is allowed to apply maximum two permits in each month.
- (5) After getting the quota through phone, the applicant should complete and send the application form namely “Application for Coaches entering Sai Kung Country Parks (Pak Tam Chung Barrier)” together with supporting documents to Sai Kung Country Park Visitor Centre (Fax No.: 2792 0973/ e-mail: skcpvc@afcd.gov.hk) within 3 working days. Travel agency should submit a copy of registration document (e.g. Business Registration Certificate) together with the application form. Otherwise, the application will be cancelled without notice and the quota will be replaced by other applicant. Successful applicant will receive a confirmation letter issued by Sai Kung Country Park Visitor Centre.
- (6) Successful applicant or the authorized person need to bring along the confirmation letter together with proof of identity for collecting the permit from Sai Kung Country Park Visitor Centre between 09:00 and 16:30 on the date of entry. Permit will not be issued beyond office hours.