

Common Knowledge on  
**Green Property**  
Management





# Common Knowledge on Green Property Management

Implementing green practices is an important task for the property management industry. This leaflet provides general information on green property management practices to the property management sector and the general public.

## (I) Pollution Control on Renovation Works

Building renovation always generates various kinds of nuisances, such as volatile fumes, noise and renovation waste.

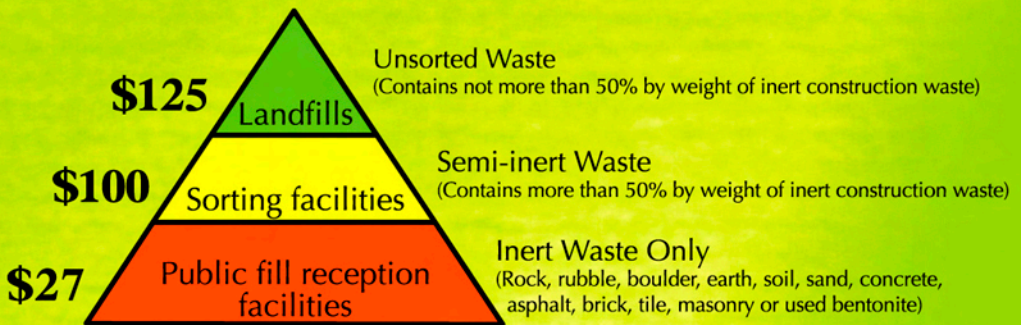
### Practical Pollution Control Measures for Renovation Works

1. Establish house rules, set up a registration system and rules for conducting renovation works.
2. Schedule disturbing operations (such as wall drilling and paint spraying) at a time that will least affect the neighbour. Consult the affected parties in advance as far as possible.
3. Set up temporary resting area/room as a retreat for the affected residents.
4. The property management company may consider opening a construction waste disposal billing account with the EPD and offer a value added disposal service for renovation waste by charging the responsible owner/occupier accordingly, or require the owner/occupier/contractor to make proper arrangement to discard waste and pay waste disposal charge. Details of the Construction Waste Disposal Charging Scheme is available at :  
<http://www.epd.gov.hk/epd/misc/cdm/scheme.htm>

- (i) Assign a dedicated area for temporary storage of renovation waste and use wheeled trolley with lid for the transport and storage of renovation waste. The trolley may also be fitted with a tag to identify the types and sources of the waste.



(ii) Construction Waste Disposal Charge (per tonne cost)



5. Employ effective pollution control facilities / measures

(i) Always keep the main door of the premises under renovation closed and seal all gaps with plastic coverings to prevent dust and odour emission.



(ii) Open the windows located farthest away from the nearby neighbour and use ventilation fan to extract out volatile fumes.



(iii) Use air purification equipment to reduce the objectionable smell of volatile fumes.



(iv) Use vacuum cleaner / steamer or dampen works surface to minimize dust emission from operations such as sand papering, drilling or wood cutting.



Use vacuum cleaner



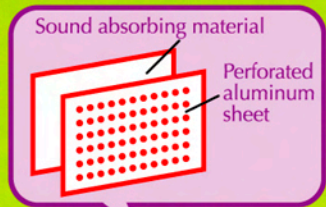
Dampen works surface

## (II) Pollution Control on Building Facilities

Poor maintenance of building facilities and lack of proper pollution control measures always cause pollution.

### Practical Pollution Control Measures for Building Facilities

1. Install proper pollution control facilities
  - (i) Noisy machines (e.g. pump, lift system, emergency generator, ventilation and air-conditioning system) may be fitted with the following noise control measures:



Noise barriers



Noise enclosure  
 Silencers for fresh air inlets/outlets



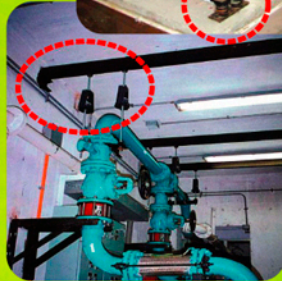
Sound absorbing material (for wall, ceiling and door)



Double doors



Flexible connectors



Vibration isolators

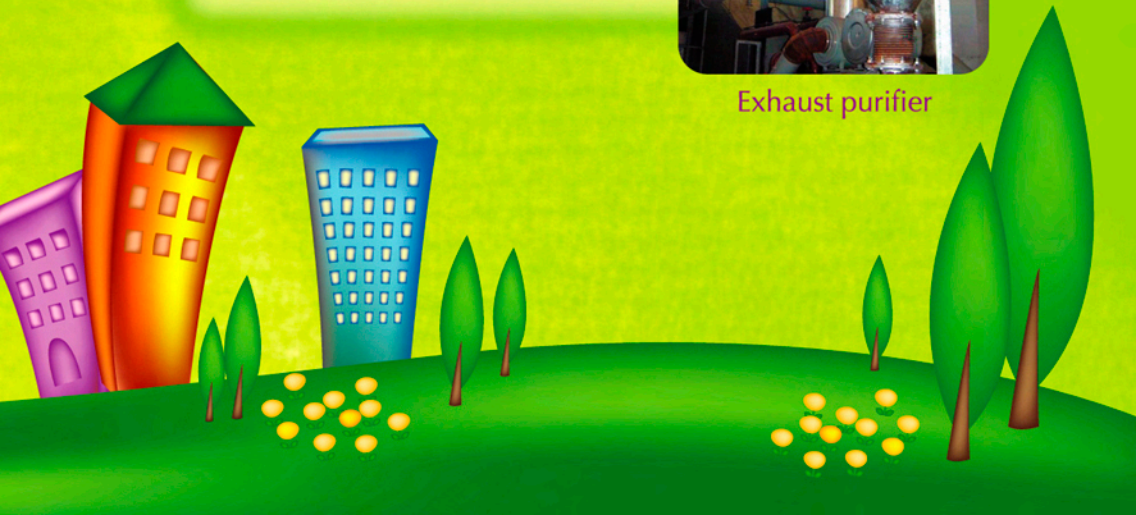


Anti-vibration pad

- (ii) Install exhaust purifier on emergency generator to break down hydrocarbon particulates that cause dark smoke.



Exhaust purifier



- (iii) Install CO<sub>2</sub> meter in indoor car park and establish a threshold value for switching on the ventilation system.



- (iv) Discharge wastewater from car washing into foul sewer. Establish a designated car washing bay equipped with adequate foul water intercepting channels.



Convey wastewater to treatment plant via foul sewer.

## 2. Implement good practices

- (i) Schedule disturbing operations at a time that will least affect the neighbour.

Avoid testing emergency generator in residential buildings during holidays.

- (ii) Conduct regular check and maintenance to prevent pollution caused by wear and tear of building facilities.



Loose bearings and abnormal fan speed in ventilation and air-conditioning systems generate high frequency noise. Replace worn-out parts and fine tune the systems.

## (III) Pollution Control on Waste Handling

Refuse rooms and their surrounding areas are exposed to malodour, noise and *wastewater*\* nuisances during the collection, transport and storage of waste.



\* What kinds of wastewater will be generated by the daily operation of property management?

Waste collection, washing of water tanks, swimming pools and vehicles generate wastewater. It should be properly collected by foul sewers and conveyed to wastewater treatment facilities. Check drainage systems regularly, repair all damage and mis-connection, and keep all the pipework and terminal manholes clear from blockages to prevent the leakage and spillage of wastewater into stormwater drainage system.

# Practical Pollution Control Measures for Waste Handling



(i) Make good use of the purposely designed refuse rooms and ancillary facilities.

(ii) Adopt indoor or covered refuse station as far as possible to avoid noise and malodour nuisances from waste handling and cleaning of refuse bins.



(iii) Use biological agent spray, air scrubber, filter and ozone for odour control. Diluted bleach at 1:99 may also be used for disinfection.



Biological agent spray



Air scrubber

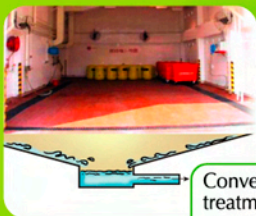


Vehicle exhaust collection facilities



Vehicle exhaust extraction system

(iv) Install vehicle exhaust extraction system inside refuse station.



- (v) Keep the refuse room clean and tidy at all time and install proper foul water intercepting channels.

Convey wastewater to treatment plant via foul sewer.

- (vi) Use various ancillary waste collection facilities properly, such as refuse chute/Automatic Refuse Collection System (ARCS), to avoid unnecessary accumulation of waste and pollution.



- (vii) Schedule noisy refuse collection activities (such as the operation of refuse chute and ARCS) at a time that will least affect the neighbour.

- (viii) Prohibit using refuse chute for glass or other hard objects to avoid loud impact noise.



- (ix) Install rubber pad/lining to the metal cover for the refuse chute to avoid generating impact noise when closing the cover.



For more details on green property management, please go to the following website:

<http://www.epd.gov.hk/epd/greenproperty/>

