

# Environmental Report 2011



**Education Bureau**

# Environmental Report 2011

## Content

	<b>Page</b>
<b>Foreword</b>	1
<b>Controlling Officer's Profile of Key Responsibilities</b>	2
<b>Environmental Policy</b>	3
<b>Requirements under the Clean Air Charter</b>	4
(A) Institutional Change: Bureau Green Management	5
(B) Follow-up actions to the Clean Air Charter	6
<b>Key Environmental Performance in 2011</b>	9
(A) Environmental Education	9
(B) In-house Housekeeping Measures	15
<b>Way Forward</b>	27
<b>Contact Us</b>	30



# Foreword

Maintaining an environmentally friendly surrounding is crucial to the development of our future generations. As a standing policy, we are committed to conserving our environment through various means and delivering our services in an environmentally responsible manner. To take this forward, we undertake to promote environmental education in schools, fully comply with environmental legislation, and initiate housekeeping measures to preserve common resources and nurture civic responsibility as well as environmentally responsible attitude among our young generation. In supporting Government policies on environmental protection and sustainable development in Hong Kong, we will keep on pursuing our environmental goals and striving for the continual improvement of our environmental performance.

The objective of this report is to outline our policies and management measures with respect to environmental issues, our performance in 2011 and our direction for the coming year.



# Controlling Officer's Profile of Key Responsibilities

We in the Education Bureau are responsible for formulating and reviewing education policy, and overseeing the effective implementation of education programmes. The Permanent Secretary for Education is responsible for the Policy Area 16: Education.

Our Bureau seeks to provide quality school education for our students, to develop their potential to the full and to prepare them for the challenges in life. One of our missions is to deliver professional services and ensure effective use of resources.

The Bureau had an establishment of 5,640 permanent posts as at 31 December 2011. Apart from 66 Government primary and secondary schools, our offices are located in 21 venues throughout Hong Kong.



# Environmental Policy

Our environmental policy is to promote environmental education in schools, to enhance our staff's environmental awareness by encouraging them to participate in environmental protection activities, to maintain a management system to improve the environmental quality of our activities, to fully commit to implementing the Clean Air Charter, to adopt responsible environmental housekeeping practices and to comply with relevant legislation and codes of practice.

We devote our green efforts in two main areas: to promote environmental education in schools and to implement in-house green measures in offices and schools.



# Requirements under the Clean Air Charter



The Chief Executive kicked off the Action Blue Sky in July 2006 as a massive publicity campaign to raise the community's awareness of improving air quality in Hong Kong. In tandem with a public appeal for energy conservation, he also directed that the Hong Kong Special Administrative Region Government should take the lead in reducing energy consumption.

To show our strong commitment to environmental protection and concern about the well-being of our future generations, the Chief Executive, on behalf of the Hong Kong Special Administrative Region Government, signed the Clean Air Charter in November 2006. All government bureaux and departments are required to follow the principles and spirit of the Charter when designing and implementing measures having regard to the specific nature and need of their operation and activities.



## (A) INSTITUTIONAL CHANGE: BUREAU GREEN MANAGEMENT

To put in place an effective management framework, Principal Assistant Secretary (Administration) has been appointed as the Green Manager of the Bureau to oversee environmental protection issues. Under her chairmanship, a cross-divisional Bureau Green Management Working Group with representatives from all divisions set up since 1999 has been developing the Bureau's environmental objectives and overseeing the implementation of green housekeeping programmes. Apart from serving as the focal point for directing and addressing energy and environmental management issues and strengthening green efforts in the Bureau, the Working Group also initiates and monitors the progress of green measures and reviews the overall strategy for green management in the Bureau.

To respond to the Clean Air Charter, we have further strengthened the function of the Green Management Working Group with particular emphasis on energy conservation and air quality improvement.

A two-tier Energy Manager Scheme has been introduced to promote and monitor green measures in the Bureau:

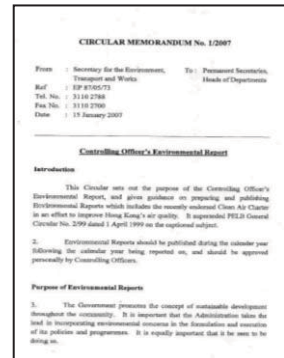
### 1. Green Managers at Divisional Level

14 Energy Managers have been appointed at Divisional level to oversee the implementation of energy-saving and green measures.

### 2. Assistant Energy Managers and Green Executives at Sectional Level

Environmental audit and inspection teams with 42 Assistant Energy Managers and 40 Green Executives have been set up at Sectional level to perform energy conservation duties and implement green measures, such as conducting regular checks, tendering advice to staff concerned and monitoring energy consumption. They function as Energy and Emission Management Teams to co-ordinate measures to reduce energy and paper consumption.

Furthermore, electricity consumption of all offices is critically reviewed and closely monitored at the Green Management Working Group meetings conducted on a bi-monthly basis.



## **(B) FOLLOW-UP ACTIONS TO THE CLEAN AIR CHARTER**

### **1. Energy Audit**

We worked closely with Electrical and Mechanical Services Department (EMSD) to identify new energy saving opportunities. EMSD completed an energy audit in the Bureau offices in Wu Chung House in 2007. Another energy audit in the Kowloon Tong Education Services Centre was completed in early 2008. We have taken various measures,



including removing part of the fluorescent lamps in over-lit areas, switching off some of the passenger lifts during non-peak period and adding occupancy sensor control in toilets, to implement the recommended energy saving proposals.

### **2. Reduction of Air Pollution**

#### **(a) Use of Fuel Efficient Types of Vehicles**

Vehicular emissions are the major local source of air pollution and reducing emissions from vehicles is an effective way to improve air quality. We have been using unleaded gasoline for our vehicle fleet since 1991.





We have gradually replaced all of our six vehicles by environment-friendly petrol saloon cars with lower emissions and more fuel-efficient engines over the past years. Among those, four are equipped with a ‘hybrid system’ which combines a gasoline engine and electric motor power to improve fuel economy and minimise emission of polluting particles.

### **(b) Promotion of Green Driving**

To reduce idling emissions and achieve fuel saving, our drivers are regularly reminded to strictly comply with the requirements set out in the Motor Vehicle Idling (Fixed Penalty) Ordinance against idling of motor vehicle engines while the vehicles are stationary. Frequent surprise inspections have been conducted to ensure compliance.



### **(c) Economical Pool Car Resources**

Furthermore, we have been practising car pooling and task combination, i.e. to achieve multiple objectives in one journey instead of arranging separate trips. Whenever circumstances permit, “car pool” orders from different users would be arranged to adjust transport demands and reduce the use of vehicles.



### 3. Issue of Circulars to Schools

To help alleviate the problem of global warming, we issued circulars to remind all schools to maintain air conditioning temperature at 25.5°C with a view to reducing the emission of carbon dioxide in Hong Kong. We required all schools through circulars to formulate a school-based environmental policy and implement effective measures for energy saving to help improve air quality. Under the ‘Greening for the Chest’ Campaign collaborated by our Community Youth Club, we encouraged schools to support the green campaign of 2011-2012 through EDB Circular Memorandum .No. 138/2011. A circular on green lunch in school was also issued in September 2009 to promote an environmentally friendly lifestyle among students.

Ref: EMB(SAS)ADM/150/5/39/1(5) Government of the HKSAR  
Education and Manpower Bureau  
21 November 2006

Education Bureau Circular No. 12/2006  
(Formerly referred as EMB Circular No. 12/2006)

**Environmental Policy and Energy Saving Measures in Schools**

[Note: This circular should be read by –  
(a) Supervisors/Heads of all schools – for necessary action; and  
(b) Heads of Sections – for information.]

**SUMMARY**  
This circular reminds schools to formulate an environmental policy and implement measures for energy saving.

**DETAILS**  
**Environmental Policy for Schools**

2. To improve our environment and secure sustainable development for our future generations, schools are urged to formulate a school-based environmental policy. The aims of the policy are to enhance environmental awareness, develop environmentally friendly attitude, promote green practices and environmental education as a whole. The environmental policy should, inter alia, lay down schools' commitment to improve their environmental performance, schools' mission and vision towards environment protection. Aided, government, caput and Direct Subsidy Scheme schools should include plans/programmes that work towards their goals set out in the environmental policy in their Annual School Plans and report the progress in their Annual Reports. For details on the formulation of the policy, schools may refer to Chapter 2 of "Heading Towards a Green School Policy - A Guide to Environmental Management in Schools" available at the website of the Environmental Campaign Committee ([http://www.ecc.org.hk/english/core/core\\_detail.php?id=49](http://www.ecc.org.hk/english/core/core_detail.php?id=49)).  
(Core Projects > Hong Kong Green School Award > Heading Towards a Green School - A Guide to Environmental Management in Schools)

**Energy Saving**

3. Energy conservation and efficiency not only contribute to a better environment for the community but also help reduce unnecessary spending on energy bills. In fact,

Ref: EMB(SAS)ADM/150/5/39/1(5) Government of the HKSAR  
Education and Manpower Bureau  
26 May 2006

Education Bureau Circular No. 7/2006  
(Formerly referred as EMB Circular No. 7/2006)

**Air Conditioning Temperature in Schools**

[Note: This circular should be read by –  
(a) Supervisors/Heads of all schools – for necessary action; and  
(b) Heads of Sections – for information.]

**Summary**  
This circular requests heads of schools to step up their effort in maintaining air conditioning temperature at 25.5 °C.

**Details**

2. Electricity generation accounts for the emission of 92% of sulphur dioxide, half of nitrogen oxides and respirable suspended particulates in Hong Kong. Reducing the consumption of electricity can directly improve the air quality and help combat the problem of global warming. Air conditioning accounts for about one-third of the total power consumption of Hong Kong, costing some \$10 billion per annum. An increase of one degree in air-conditioning temperature can reduce electricity consumption by as much as 3%. If the whole of Hong Kong turns the air-conditioning temperature up by one degree, we can together reduce the emission of carbon dioxide by some 250,000 tonnes a year.

3. According to studies by the American Society of Heating, Refrigerating and Air-conditioning Engineers, under normal circumstances, more than 90% of people would feel comfortable with a room temperature of 22.5 °C to 25.5 °C. Maintaining the room temperature at 25.5 °C not only provides a comfortable environment, but also helps improve our air quality by reducing energy consumption. In fact, keeping the room temperature at around 25.5 °C or above is a practice already adopted by the Mainland, Japan and the USA.

4. Heads of schools are urged to maintain the temperature of their air-conditioned premises at 25.5 °C. For details on energy and resources saving measures, please visit the following websites:  
(i) [http://www.epd.gov.hk/epd/english/hot\\_how\\_help/ips\\_savesth/green\\_tips\\_1.html](http://www.epd.gov.hk/epd/english/hot_how_help/ips_savesth/green_tips_1.html) or  
(ii) <http://www.emb.gov.hk/index.aspx?nodeID=2794&language=1>.

M Y CHENG  
for Secretary for Education and Manpower

EDUCATION BUREAU  
CIRCULAR MEMORANDUM NO. 138/2011

From : Secretary for Education To : Heads of all Primary and Secondary Schools

Ref. : EDB(ESPA)/SA/RS/VR  
Date : 12 September 2011

**Greening for the Chest\* Campaign 2011-2012**

**Summary**  
The Community Chest of Hong Kong is organizing a "Greening for the Chest" Campaign to help improve the environment of Hong Kong and to raise funds for The Community Chest. This Campaign is collaborated by the Education Bureau's Community Youth Club (CYC). Heads of schools are requested to encourage their teachers and students to support by organizing teams to participate in the Campaign.

**Details**

2. The "Greening for the Chest" Campaign 2011-2012 will include the following activities:  
**Fund Raising Activities**  
(a) Cleaning for Charity, Raising for Charity and Creative Greening for Charity  
(b) Charity Plant Sale  
**Competition**  
School Competition  
Details of these activities and the application forms provided by The Community Chest are attached.

3. Schools interested in participating as school-based/joint school teams in the fund raising activity as para 2(a) & (b) and the design competition above are requested to complete and return the attached Forms 1 and 2 by email ([email: greening@communitychest.org](mailto:greening@communitychest.org)) or by fax ([fax: +852-2506-1200](tel:+852-2506-1200)) to The Community Chest of Hong Kong [info@ccf.org.hk](mailto:info@ccf.org.hk) by 12 October 2011.

4. CYC member schools that wish to join the district-based teams organized by the CYC District Committees <http://www.cyc.org.hk> complete the application form, details will be announced by the relevant CYC District Committees at a later stage.

5. A poster for this Campaign prepared by The Community Chest will be sent to schools by mail. Schools are requested to display the poster at a prominent place on the campus.

**Enquiry**  
6. For enquiry, please call Ms Emma Young or Ms Joy Leung of The Community Chest Office at 2599-6111 or the CYC Office at 3540-7481.

C K CHEY  
for Secretary for Education  
c.c. Heads of Sections - for information

Ref: EDB(SAS)ADM/150/5/40/C Government of the HKSAR  
Education Bureau  
3 September 2009

Education Bureau Circular No. 18/2009  
**Green Lunch in School**

[Note: This circular should be read by –  
(a) Supervisors/Heads of all primary and secondary schools, special schools and kindergarten for necessary action, and  
(b) Heads of sections for information.]

**SUMMARY**  
This circular serves to provide schools with practical guidelines on green lunch in school. This circular should be read in conjunction with Education Bureau Circular No. 17/2009 on Meal Arrangements in School.

**DETAILS**

2. Appropriate green lunch arrangements in school are conducive to promoting an environmentally friendly lifestyle among students. To realize the concept of green lunch, schools should follow the principle of reducing waste and maximizing wastage at all time.

3. Schools are requested to adopt/continue with the following practices:  
(a) To use reusable food containers and cutlery;  
(b) To facilitate students to bring and use reusable cutlery given to them. If spare sets of cutlery are provided to students who have forgotten to bring their own, they should also be reusable; and  
(c) To portion out food in a flexible manner. If central/on-site prepared meal service is adopted, schools should avoid serving excessive food to students at the beginning and give additional serving only on request. If food is prepared in lunch boxes, consideration should be given to ordering food lunch boxes in different sizes to provide students with a choice.

# Key Environmental Performance in 2011

## (A) ENVIRONMENTAL EDUCATION

Our mission is to enhance students' environmental awareness through education and enlist their participation in conserving the environment. To take this forward, we adopt a cross-curricular approach in the promotion of environmental education and promote school-based and action-oriented activities.

To fulfill the goal of promoting environmental education, various initiatives have been undertaken. They include:

- ✦ issuing curriculum guides and other reference materials to promote environmental education in schools;
- ✦ producing multimedia packages and education television programmes on environmental education;
- ✦ organising school events on environmental education together with various government departments and green groups;
- ✦ incorporating appropriate environmental education elements in school syllabuses at all levels and updating curriculum guides and exemplars to assist schools in planning environmental education programmes;
- ✦ producing a reference handbook on “Education for Sustainable Development for Primary Teachers”; and
- ✦ supporting the “Greening for the Chest” Campaign organised by the Community Chest of Hong Kong.



## 1. Interaction with Schools

### (a) School Inspections and Visits

We conducted 16 school visits in 2011 giving advice on the implementation of environmental education.

- ✚ Advice was given on various environmental issues including implementation of environmental education whenever appropriate. Schools were also encouraged to formulate an environmental school policy and implement measures on energy saving.

### (b) Provision of Resources to Schools

- ✚ Two professional development programmes were co-organised with the Agriculture, Fisheries and Conservation Department and Hong Kong Observatory respectively for primary teachers to use the resources of Hong Kong Geopark and Hong Kong Observatory effectively for strengthening education for sustainable development.



- ✚ Reference and teaching materials on “Issues of Science, Technology and the Environment in Perspective” were provided for Liberal Studies teachers.
- ✚ The curriculum guide for General Studies for Primary Schools has been updated with elements on strengthening environmental education included.
- ✚ A total of 4 training programmes in the form of seminars/visits on Education for Sustainable Development were organised. Waste management was one of the topics discussed.
- ✚ A Web-based Environmental Education Learning Package on “Education for Sustainable Development in Schools in Hong Kong” was developed. Clean Air was one of the topics in the package.
- ✚ We supported schools in organising Outdoor Education Camp Scheme (OECS) in which enhancing students’ awareness of environmental protection was one of the elements. Related themes or activities include “Nature and I”, “Science and Ecology Trips”, “Climatology, Geography and Ecology Study Camps”, etc. Some schools also adopted environmental protection as the main theme of OECS such as

“Enhancing Communication Skills and Environmental Awareness”.

- ✚ A total of 97,046 students, including 35,804 secondary and 61,242 primary students from 985 schools (431 secondary and 554 primary schools), participated in the OECS in the 2010/11 school year.



### (c) School Activities to Promote Environmental Awareness

- ✚ Funding was provided for 400 school visits to the Mai Po Nature Reserve. Other visits to Wetland Park were also conducted on a school basis through life-wide learning activities.
- ✚ Student Environmental Protection Ambassador Scheme (SEPAS) 2011/12

- ✚ SEPAS was organised in collaboration with the Environmental Protection Department (EPD) and the Environmental Campaign Committee to promote environmental protection in schools. The main theme in 2011/12 was “Go Green on Waste Management”. The Student Environmental Protection Ambassadors (SEPA)s, schools and families were encouraged to adopt a greener lifestyle through waste reduction and recycling. In addition, all SEPA)s were responsible to assist the teachers in organising environmental education activities related to promoting sustainable development/environmental education.



- ✚ A total of 622 primary and secondary schools participated in the Scheme and 15,338 SEPA)s were appointed.

All SEPA)s have been appointed as the Blue Sky Ambassadors to assist teachers in organising environmental education activities related to air quality improvements.

## ✚ Tenth Hong Kong Green School Award Scheme (10<sup>th</sup> HKGSAS)

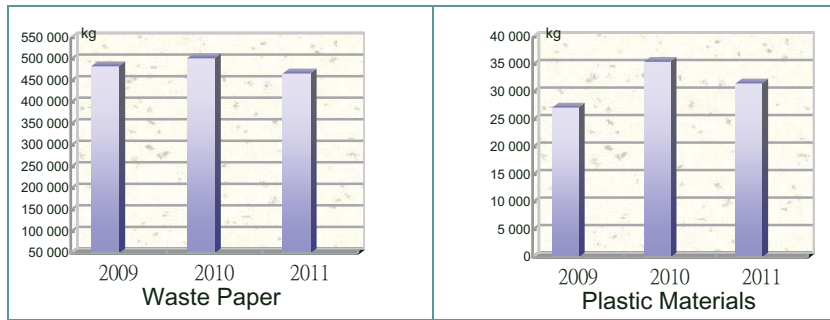
- ✚ This award was organised in collaboration with the EPD and the Environmental Campaign Committee to promote environmental protection in schools and the main theme was “Go Green with Waste Management”.
- ✚ A total of 229 pre-schools, primary and secondary schools participated in the Scheme.
- ✚ The following government schools were awarded the title of “Hong Kong Green School”:

Hong Kong Green School -	<ul style="list-style-type: none"><li>✚ Farm Road Government Primary School</li><li>✚ South Yuen Long Government Primary School</li><li>✚ Helen Liang Memorial Secondary School (Shatin)</li></ul>
--------------------------	--

## ✚ Waste Separation and Recycling Scheme in Schools



- ✚ Under the Scheme, we worked together with the Environmental Campaign Committee to promote the concept of “4Rs”, i.e. reusing, reducing, recycling and replacing disposable products. As at the end of 2011, the participating schools collected about 467,626 kilograms of waste paper and 31,626 kilograms of plastic materials.



■ In addition, about 3,106 kilograms of metal was collected.

## 2. Building Partnerships

We collaborated with various government departments and relevant green groups to promote environmental protection. We participated in the following working groups and committees in 2011 to provide advice on the organisation of school activities and production of resource materials to schools:

✚ Clean Hong Kong : Publicity and Public Education Group

✚ Community Involvement Committee on Greening

✚ Environmental and Conservation Fund Committee

✚ Environmental Education & Community Action Projects Vetting Committee  
(Environment and Conservation Fund)

✚ Environmental Campaign Committee

✚ Environmental Campaign Committee Education Working Group

✚ Hong Kong Environmental Education Group



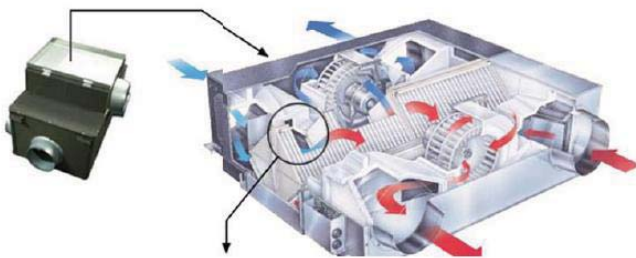


## (B) IN-HOUSE HOUSEKEEPING MEASURES

### 1. Design and Construction Works for New Schools

We introduced various environmentally friendly initiatives in design and construction works of new school buildings, including:

- reduction in noise and air pollution during construction through implementation of mitigation measures;
- the use of renewable energy (e.g. photovoltaic system) and alternative source of water (e.g. treated rain water ) as far as practicable;
- reduction in construction waste by using more precast and prefabricated building elements;
- increased application of re-usable materials, in particular metal framework, site hoarding and recycled products;
- improvement to indoor air quality by installing fresh air pre-conditioners in classrooms and using low volatile organic compound-emitting building materials;



- the use of environmentally friendly refrigerant for air-conditioners;
- the use of energy-saving devices such as sun shading on external elevations, occupancy sensors, photo-sensor controlled lighting, T5 fluorescent tubes with electronic ballasts, LED exit signs, and variable refrigerant volume air-conditioning system;



- the use of water-saving devices such as dual-flush cisterns and sensor-taps for wash basins;



- increased landscaping in school playgrounds and upper levels and roof floor of school (including vertical greening) for a greener environment in schools and campuses;



- provision of varied plant species and designated green areas in schools to foster students' interest in natural science and enable students to develop horticultural skills;



- provision of adequate space and waste separation bins to facilitate separation, collection and storage of recyclable materials for recycling;
- the use of shared facilities among schools which has enabled a greener, more spacious environment in these schools;
- introduction of hygiene improvement measures to schools, including toilet provision without main entrance doors and hand-washing facilities in playgrounds; and
- provision of Central Food Portioning Area to facilitate the use of re-usable cutlery and food containers and to reduce food wastage.

A school premises with new energy efficient designs and technologies was completed in 2011. Apart from incorporating environmental features commonly provided in other new school buildings, this premises has incorporated some new environmental and energy efficient features for evaluation and education purposes, including a building energy management system, renewable energy installations, energy efficient ventilation and air-conditioning system, energy efficient lighting system, lift power regeneration system, sun shading devices and low-emissivity glazing, etc.



Water cooled VRV system



Hybrid type lamp pole



Hybrid type solar energy collector



Sunlight collector



Mono-crystalline PV panels



Mono-crystalline PV panels with sun tracking



Small scale wind turbine



Semi-transparent amorphous PV panels



Solar powered LED bollard light

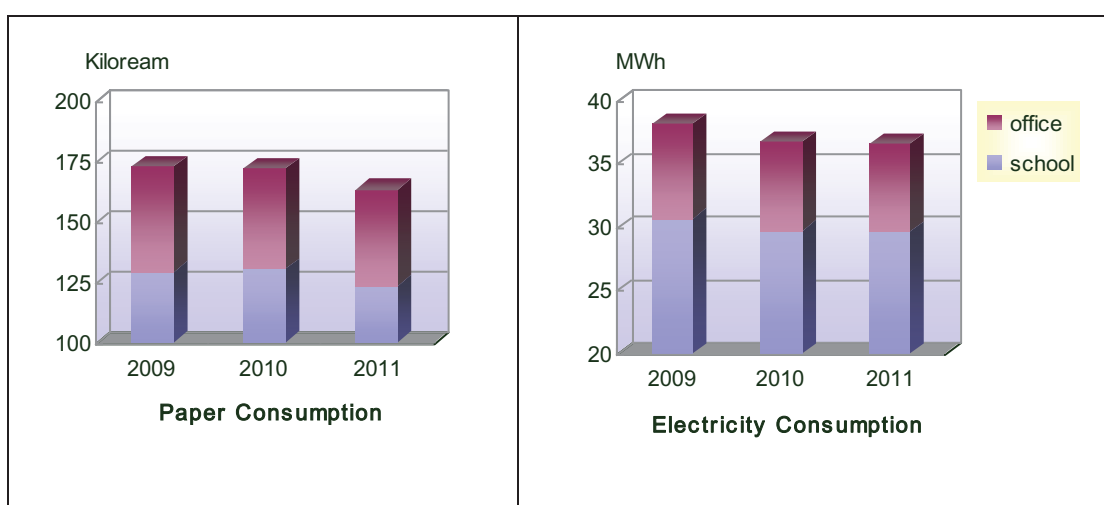


LED accent lighting

## 2. Consumption of Resources

### (a) Saving Paper and Electricity

We are making continuous efforts in economising the use of paper and reducing electricity consumption. In 2011, we achieved 5.2% reduction in paper consumption as compared with 2010. We shall continue to explore other effective measures to achieve further savings in electricity and paper consumption in 2012.



### (b) Conserving Energy

We shall continue to adopt energy-efficient measures and sustain our efforts in reducing energy consumption.

- Energy saving fluorescent tubes with electronic ballasts and light bulbs are used in Wu Chung House.
- Apart from the replacement of conventional spotlights with LED spotlights as well as upgrading the toilet lighting system with motion detection sensors, we have worked with the Architectural Services Department to replace conventional downlights with energy-saving LED downlights at the lift lobbies in Wu Chung House in 2011.
- Replacement of lighting installations with LED lights was conducted in the public areas of Kowloon Tong Education Services Centre in late 2011.



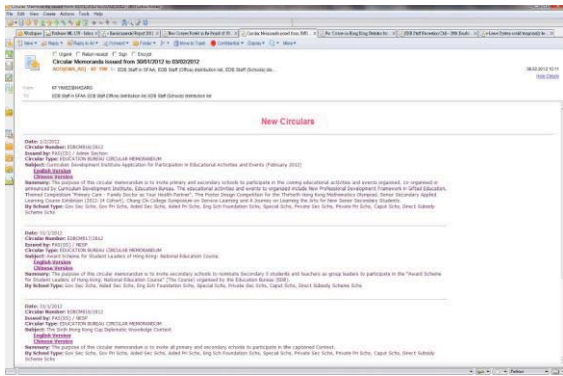
- We have been strictly following the Government's policy to maintain the ambient office temperature at 25.5°C.
- In 2011, we attended a briefing session on "Government Energy Consumption Reporting and Monitoring". Electricity consumption reports were compiled on a quarterly basis, while internal energy audits were conducted periodically.
- Moreover, our ITM Division has deployed server virtualisation technology to reduce energy consumption. Server virtualisation also reduces the need to procure new physical servers.
- The number of virtual servers has increased from 81 in end 2010 to 178 in end 2011 including those newly added and migrated from old physical servers. Our plan is to increase the number of virtual servers to more than 200 in 2012.

### 3. Highlights of Other Green Measures in 2011

We have all along adhered to the 4Rs principles of “Reduce, Re-use, Re-cycle and Replace disposable products” and focused on minimising waste and implementing various green measures on an on-going basis.

#### (a) Minimising and Reducing Wastes

##### Using Electronic Means of Communication



- With a view to promoting paperless operation in our daily work and reducing the use of paper, all staff in the Bureau are provided with email accounts and use of electronic mails has become the most popular means of communication in the Bureau.

- All EDB staff are provided with Intranet accounts. The Intranet platform has been widely used to disseminate Bureau information including telephone directory, updates on grade management statistics, training activities, newsletters, etc. and process administrative and personnel matters, e.g. booking conference rooms, processing leave applications and processing applications for training courses. We encourage staff to exchange documents through electronic means.



## (b) Re-use and Waste Recycling

As an integral part of our green strategy, we have put in place the following recycling program:

### Green Purchasing



- In procurement of products, we took into account environmental factors such as recyclability and energy efficiency as far as applicable. We also purchased green products like re-cycled ink and toner cartridges.
- We supported procurement of green products for use in the Bureau. In arranging tenders, we included common environmentally friendly terms such as trade-in clauses, recycling arrangements, etc. as far as practicable. Trade-in arrangements for the supply of ink and toner printer cartridges were arranged. In this connection, a total of 312 used cartridges were returned to the suppliers concerned for recycling or public auction in 2011. Furthermore, we collected a total of 2,448 pieces of computer waste for recycling either by contractors under the disposal contracts or through public auction.
- When inviting tenders for new cleansing contracts for our offices and schools, we required tenderers to include use of recycled plastic bags and approved cleansing chemical and materials in the service schedule.





## Collecting Waste



- We joined the EPD's "Programme on Source Separation of Commercial and Industrial Waste" and provided green boxes in offices and schools for collection of papers, plastic and aluminium wastes for recycling.
- We collected a total of 221,150 kilograms of waste paper for recycling throughout the year.

## Use of Recycled Paper

- Following the EPD's recommendation of wider use of recycled paper, we consumed 25,078 reams of recycled papers in 2011.
- We continue with our efforts in reducing paper consumption and measures such as printing on both sides of paper and reusing envelopes.



## Improvement in Indoor Air Quality

- Under the EPD's Indoor Air Quality (IAQ) Certification Scheme, offices of Wu Chung House and the Kowloon Tong Education Services Centre have obtained the "Good Class" IAQ Certificate in 2011. We will continue to monitor the indoor air quality regularly to ensure the IAQ meets the standard promulgated by the EPD.



## Promotional Green Activities

- We organised a series of activities to promote green management in the Bureau in 2011, including:

### *(i) The Twelfth Paper Saving Competition*

- We organised the twelfth Paper Saving Competition to promote paper saving in daily operation among colleagues working in government schools and offices.



#### **Prize**

Best Performance Award  
in Paper Saving

Best Progress Award in  
Paper Saving

#### **Winning Teams**

- 🏆 School Administration & Support Division
- 🏆 Lung Cheung Government Secondary School.
- 🏆 Infrastructure & Research Support Division
- 🏆 Tong Mei Road Government Primary School.

**(ii) Green Christmas**

- Donation of Clothing, Small Electrical Appliances and Toys.
- We collected 7 packs of clothing, small electrical appliances and toys for donation to the Salvation Army during Christmas in 2011.



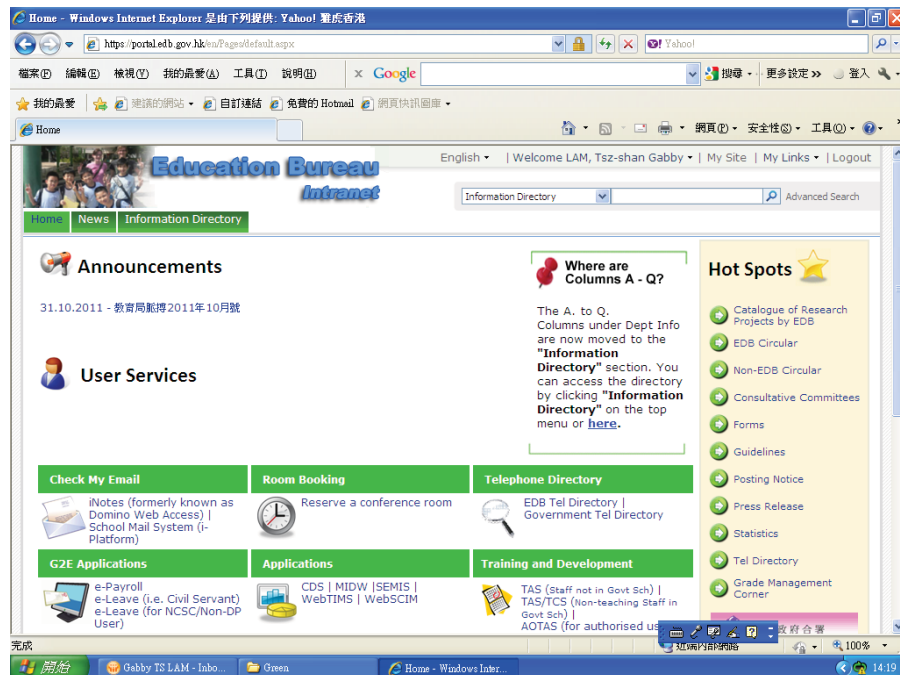
**(iii) Electronic Christmas Cards**

- As one of our paper-saving measures, we used e-cards during Christmas and New Year to send greetings to our working partners. We also made use of the GovHK Internal e-Card Platform for staff to distribute e-cards.



## Promotional Messages on Newsletter and Bureau Intranet

- To encourage direct participation by colleagues and appeal for their support and contribution in protecting the environment, we disseminated green messages and notices on the Bureau's newsletter "EDB Pulse" and EDB Intranet's pop-up window. We also disseminated useful tips on green management through Intranet and internal publications.



# Way Forward

We fully recognise the importance of environmental protection and green management. The Bureau will continue to devote efforts and resources to maintaining a high level of green management practice and setting a good example to the community.



In terms of education, we will continue to encourage schools to develop a green culture, and to equip students with the knowledge, skills and attitude to become environmental-friendly citizens. To support schools in environmental education, we will continue to provide a broad range of services including school visits, teacher education programmes, territory-wide green activities, and learning and teaching resources.

Within the Bureau, we will strive to reduce electricity consumption having regard to actual operational requirements. With the completion of energy audits and review of enhanced green management measures, we shall be in a better position to work out more concrete energy saving targets in the future.



## TARGETS FOR 2012

Our targets for promotion of environmental education in the 2011/12 school year are as follows:

<i>Key Action Area</i>	<i>Targets for 2011/12 School Year</i>
<ul style="list-style-type: none"><li>■ Conducting school inspections and visits to give advice on environmental education</li><li>■ Organising school activities to enhance students' awareness of environmental protection</li></ul>	<ul style="list-style-type: none"><li>■ To advise schools on environmental education during school visits and other learning experience activities</li><li>■ To fund 400 school visits to the Mai Po Nature Reserve</li><li>■ To organise activities in collaboration with various government departments and non-government organisations to promote green living</li></ul>
<ul style="list-style-type: none"><li>■ Providing advice on organisation of school activities and production of resource materials for schools to promote environmental education</li></ul>	<ul style="list-style-type: none"><li>■ To enrich the web-based learning and teaching resources, such as the life event exemplars, relating to environmental education</li></ul>



In conducting our business, we will continue to economise on the use of resources and minimise waste. In the coming year, we will continue to:

1. initiate and promote environmental-friendly housekeeping practices;
2. conduct indoor air quality check and devise more effective measures to improve air quality;
3. conduct energy audits to help identify room for further energy conservation;
4. promote the use of electronic means of communication within the Bureau; and
5. organise activities and training to promote staff's awareness and participation in green management.



# Contact Us



We value your feedback on the Environmental Report 2011, which would be useful to us for improving our report in the coming year. If you have any comments/suggestions, please complete this form and send it back to the Centre Manager, Room E301, East Block, Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Hong Kong or fax it to 2117 0081. You may also send any comments by email to [edbinfo@edb.gov.hk](mailto:edbinfo@edb.gov.hk). Thank you.



## Feedback Form

1. Do you find the Report informative?  Yes  No

2. Do you find the content of the Report easy to understand?  Yes  No

3. Which other topics would you like the Report to cover?

---

4. What green improvement measures would you recommend?

---

5. What is your overall view of the Report?

Excellent  Good  Adequate  Poor

Name : \_\_\_\_\_

Telephone : \_\_\_\_\_

Email address : \_\_\_\_\_