

Environmental Report 2012 Hong Kong Police Force

Introduction

Our mission is to enhance Force members' environmental awareness through education and publicity, and to encourage their participation in conserving the environment. We collaborate with relevant organisations to promote environmental management in the Force. This includes compliance with the Clean Air Charter, relevant green legislation and codes of practice.

Green Management

2. The Force is committed to conserving the environment through appropriate means. We promote an environmentally responsible attitude among our members in the efficient use of resources, waste minimisation and pollution prevention in the course of our work. The Steering Committee on Green Management, chaired by the Director of Finance, Administration and Planning, comprises disciplined and civilian representatives from Major Formations. It serves as the focal point for monitoring and addressing energy saving and environmental management issues in the Force. These issues include consumption of paper, envelopes, electricity, water, gas and fuel, and waste paper collection. The Working Group for Environmental Conservation, chaired by the Police Civil Secretary, was set up under the Steering Committee in October 2010 to facilitate the implementation of energy saving and environmental conservation measures in the Force. At regional and district levels, green management is a standing item in the relevant forums such as the Regional Green Management Committee and the Regional Commander's Quarterly Conference.

3. We have a three-tier structure for promoting and monitoring green management in the Force:

(a) Green Managers at Major Formation level

They take the lead in Major Formations on green management and related matters. They implement green initiatives and monitor resource consumption.

(b) Assistant Green Managers at Formation level

Their role is to develop and implement green housekeeping measures in the Formations' units/bureaux/divisions.

(c) Green Wardens at office level

Green Wardens conduct random checks on office premises and remind colleagues to comply with the relevant green housekeeping measures, e.g. switch off unnecessary lighting, adopt energy-saving mode for computer/office equipment, and print on both sides of the paper.

Overall Performance in Resource Consumption

4. The Force's performance relating to the consumption of electricity, paper, envelopes, fuel and gas as well as the collection of waste paper in the past years are shown in Figures 1 to 6. With Formations' concerted efforts, 2012 saw a decrease in the consumption of envelopes (22.58%), gas (0.46%), fuel for police vehicle (2.68%) and fuel for Marine fleets (5.52%). On the other hand, due to the greater demand for on-going Force activities, the consumption of electricity (+1.38%) and paper (+5.98%) had increased in the past 12 months.

Achievements in 2012

I. Waste Minimisation

5. The Force continued to sustain its efforts in minimising paper consumption. Measures such as communication by e-mail, issuing and storage of bulky documents and reference materials through electronic means instead of hard copies, printing on both sides of the paper, drafting on overleaf of used paper and reusing of envelopes had been a common practice at all levels. Electronic notice boards were widely used in police stations for internal communication. The adoption of paperless conference at both headquarters and regional levels was also encouraged.

6. Staff were asked to use less paper by printing multi-pages on a single sheet for record-keeping. A step-by-step guide was promulgated via green tips to encourage staff to use the E-phone Message function in the Lotus Notes Platform instead of the GF 74. Post-it fax notes were used to replace fax leader pages. To discourage indiscriminate printing of emails and their attachments, an advisory note on paper-saving was displayed in all internal e-mail messages received by Force members in the PEN system.

7. In the procurement of products, we took into account environmental factors such as energy efficiency and recyclability as far as applicable. In this respect, the Force purchased green products like re-cycled ink/toner cartridges, mercury and cadmium free dry batteries, and rechargeable batteries. Wood-free and recycled printing paper constituted a high percentage (80.54%) of the total amount of paper consumed. Police

Forms were printed using recycled paper as well. Staff were reminded to purchase green products as far as possible and where economically rational, and choose only the prescribed products that bear Grade 1 or Grade 2 energy labels under the energy efficiency labelling scheme to expand green Government procurement.

8. Other waste-minimising measures adopted included the use of:

- re-writable CD/DVD for data storage
- environmentally friendly plain paper fax machines
- electronic greeting cards instead of paper cards

II. Water Management

9. Fresh water is a precious resource. The Force follows the Government's Total Water Management Strategy and encourages the use of water saving devices which included low flow showers/showers with timer, low flow taps with sensors, dual flush cisterns and sensor type urinals in police premises to save water. "Guidelines on Water Conservation" has been posted on E-Green Corner to enhance staff awareness on the efficient use of water. Stickers were displayed at conspicuous places to remind staff, cleaning contractors and canteen operators to reduce water consumption and prevent water wastage.

III. Energy Conservation

10. Energy-efficient light tubes were widely used in the Force. Improvement works were carried out in consultation with the Electrical and Mechanical Services Department (EMSD) to replace T8 fluorescent tubes and 20-watt fluorescent tubes installed inside "Exit" signs with more energy efficient T5 tubes and 5-watt LED bulbs respectively. Low wattage tubes with occupancy sensors were installed at staircases, common corridors and lift lobbies to improve energy efficiency of lighting installations. Solar water heating system together with the energy-efficient water heater was introduced in police premises to improve the energy efficiency of the water heating system.

11. Housekeeping measures were implemented to avoid unnecessary energy consumption such as dividing office areas into separate electricity control zones, installing timer to control the supply of air-conditioning, removing unnecessary lights in offices and common areas, reducing water temperature for gas boilers, turning off additional chillers during winter and shortening the operation hours of lifts. Staff were reminded to switch off lights and air-conditioners when leaving the office and turn off the electrical equipment not in use. Energy saving stickers were displayed at conspicuous places within the Force premises to enhance staff awareness on energy conservation.

Staff were also encouraged to use internal stairs for access to nearby floors instead of lifts. Routine spot checks on lighting/air conditioners were conducted outside office hours.

12. The Force continued to follow the Government's directive of setting the ambient office temperature to 25.5°C in the summer months. To complement this green initiative, the Force relaxed the dress code for male officers performing indoor office duties to plainclothes. Staff were encouraged to dispense with the wearing of ties and jackets, except when they were required to meet members of the public or attend formal functions.

13. To improve energy efficiency and reduce cooling load, staff were encouraged to use venetian blinds to adjust the penetration of sunlight to suit different seasons and deflect heat from the sun. Solar control window films were installed in police premises with high window-to-wall ratio, such as Arsenal House and the New Territories South Regional Headquarters building.

14. In the Police Headquarters (PHQ) premises, a number of energy reduction measures have been implemented. Carbon monoxide detection devices were installed at Arsenal House car parks to fine-tune the operation of the ventilation system. Ten solar powered streetlights were installed along the fence walls between PHQ and Harcourt Garden to replace the existing wall-mounted conventional streetlights. To monitor electricity consumption, EMSD provides floor-by-floor consumption data of office lighting and equipment on a monthly basis. Formations with upsurges in electricity consumption are reminded to take appropriate measures to check their electricity usage.

15. Other than normal office setting, canteens are also a target for green management application. With the help of EMSD and the catering contractor, the PHQ Canteen Management Committee re-programmed the lighting and air-conditioning supply zones of PHQ catering outlets. Lighting and air-conditioning supplies were suspended in unoccupied areas and during break times. The canteen operators of other Police Stations were also encouraged to switch off lighting and air-conditioning during non-peak hours.

IV. Environmental Awareness Among Staff

16. Nineteen "Green Corners" were set up in police premises to provide an area for sharing of experience and good practices on green management. In addition, six E-Green Corners have been set up on the intranet to provide a platform for the dissemination of information on green management matters, including useful green tips. DOs and DON'Ts on electricity consumption were posted on the intranet, and re-circulated by individual Formations at six-month intervals. Staff were also encouraged to attend seminars organised by EMSD on energy-saving measures, and to exchange experience with other organisations in the public and private sectors.

17. Greening plays an important role in building an environmentally friendly and quality working environment. To promote the development of quality skyrise greenery, green roof gardens were established in Cheung Sha Wan Police Station, Kowloon City Police Station, Central District Headquarters and Police Station, New Territories North Regional Headquarters, Tai Po Police Station cum Headquarters, Sheung Shui Police Station, Sau Mau Ping Police Station, Wong Tai Sin Police Station and Kwun Tong Police Station. Green walls were set up on the rooftop of Arsenal House East Wing, and at PHQ Harcourt Garden staff entrance and Wong Tai Sin Police Station Report Room.

18. Green management concepts were incorporated in various police training programmes and activities. Force members were regularly briefed on green management issues during training days to increase their environmental awareness. A 3-E approach – Education, Enforcement and Engineering – was introduced in Marine Region. To enhance staff awareness of environmental conservation, green management activities were organised by various Formations in 2012, such as a planting contest “Green Pioneer 2012” was held in Kowloon City Police Station in July 2012; “No Driving Day” organised by Marine Region in November 2012; a gardening competition held at Tsuen Wan Police Station; and the clean-up of plastic pellets at Lamma Island.

V. Recycling Programmes

19. Twenty-seven Force premises have joined the Programme on Source Separation of Commercial & Industrial Waste organized by the Environmental Protection Department (EPD).

20. In addition to energy-saving housekeeping practices, the following recycling programmes had been introduced:

- Waste Paper - Conspicuously-labelled “recycle green boxes” were placed in Formations to collect waste paper for recycling. A contractor for the collection of paper wastes had been engaged.
- Cans and Plastic Bottles - Aluminium cans and plastic bottles were sorted in special receptacles/three-coloured waste separation bins for recycling.
- Glass Bottles - The Police Officers’ Club introduced in October 2012 a glass recycling exercise to collect used glass bottles.
- CDs/VCDs/DVDs - The recycling of confiscated CDs/VCDs/DVDs was first introduced in Mong Kok Police District in 2002. The scheme was subsequently extended to 13 other police stations/offices. A commercial contractor was engaged to shred and dispose of the shredded

CDs/VCDs/DVDs from the 14 police stations/offices.

- Cartridges - The Force engaged three vendors of IT consumables for the collection of used cartridges, scrap lead and empty shells of specific models.
- Waste Cooking Oil - Kitchens of the PHQ canteens joined the waste cooking oil collection programme since 2011 for recycling waste cooking oil into bio-diesel.

VI. Initiatives in New Police Buildings

21. Energy conservation and environmental friendliness continued to be a prominent theme in new police premises.

22. For promotion of greening in the government buildings, the new Lamma Police Post construction project has incorporated a green landscape design to harmonize with the Island's seafront and rural setting. The New Generation Report Room of Wong Tai Sin Police Station put into operation on 30 November 2012 was another example. As part of the project, a green wall and two green roofs were set up to promote a quality greenery and harmonious environment, and provide a touch of freshness to the densely populated area.

23. Opportunities were taken to introduce green elements into buildings during works projects. For example, in the new Yau Ma Tei Police Station project, the building is designed to maximize the opportunity to use renewable energy, innovation construction method and use of green building materials with high recycling content. On the environmental friendly aspect, the building will adopt zero-ozone-depleting refrigerant in the air-conditioning and refrigeration plant with pre-insulated chilled water pipes and pre-fabricated air-ducts to regulate the air-conditioning flow for the whole building. The building will be installed with condensate water and rainwater recycling system for toilet flushing system. Other energy saving measures will include solar hot water system, water cooled chiller system, heat recovery chiller system, occupancy and daylight sensors for air-conditioning and lighting control system, total energy heat wheels, variable speed drivers for water pumps, and LED lamps, etc.

Engagement with Stakeholders

24. The Force engaged EMSD, City University of Hong Kong, Applied Science and Technology Research Institute, and China Light and Power in exploring and developing energy-saving initiatives in the Force.

25. In support of the Force's Strategic Action Plan of encouraging Force

members to practise social responsibility and to contribute to society, the Kwun Tong District conducted an “Old Toy Donation Scheme” to collect used toys for families of ethnic minorities.

26. The Force continued to promote the “Used Clothing Collection Campaign” jointly organised with the Salvation Army, and participated in the One-hour-long Lights Out Event – “WWF Earth Hour 2012” organised by the World Wildlife Fund on 31 March 2012.

Indoor Air Quality

27. In support of the Government’s drive of improving indoor air quality (IAQ) in offices and public places, the Force participates in the IAQ Certification Scheme and engages EMSD to carry out regular IAQ inspection for Force premises which are used as offices with construction floor areas exceeding 10,000 m² and served by mechanical ventilation and air conditioning system. In 2012, IAQ inspections were conducted in the following police premises:

- Central District Headquarters and Divisional Police Station
- Arsenal House West Wing
- Wong Tai Sin District Headquarters and Divisional Police Station
- Mong Kok Police Station
- North Point Police Station
- Cheung Sha Wan Police Station
- Tsim Sha Tsui Police Station
- Tuen Mun Police Station
- Arsenal House High Block
- New Territories South Regional HQ

28. Central District Headquarters and Divisional Police Station was awarded an “Excellent Class” IAQ Certificate. Arsenal House West Wing, Wong Tai Sin District Headquarters and Divisional Police Station, Mong Kok Police Station, North Point Police Station, Cheung Sha Wan Police Station, Tsim Sha Tsui Police Station, and Tuen Mun Police Station were awarded “Good Class” IAQ Certificates. Police premises will continue to be selected in the coming years for the conduct of IAQ measurements and

related improvement works.

Challenges of Climate Change

29. In support of the Government's efforts to meet the challenges of climate change, the Force participated in the Carbon Audit on Buildings Scheme. Greenhouse gas (GHG) emissions in police premises were measured and energy efficiency measures identified to reduce the Force's carbon footprint. In 2008 – 2012, carbon audits were conducted for Arsenal House East Wing, Traffic Kowloon West Operational Base, and Marine Headquarters.

30. Continued efforts were made to reduce fuel consumption and GHG emissions. For police land transport, emphasis on reducing fuel consumption and GHG emissions continues with eco-driving principles being widely promoted in all police driving training programmes. Following successful conclusion of a trial, use of recycled engine oil has been expanded to include more police vehicles. Cleaner diesel engine vehicles have been used to replace petrol engine vehicles for patrol duties. In 2012, the Force continues to achieve saving in total fuel consumption despite the increasing utilization of police vehicles.

31. Continued efforts have been made by the Marine fleet to reduce fuel consumption, and emissions of GHG and Marine pollutants. Euro V unleaded petrol and diesel fuels have been employed in the entire Fleet with noticeable improvement in smoke and pollutant emissions. Following the complete delivery of the new Medium Patrol Launches under the Versatile Maritime Policing Response project, better fuel efficiency has been achieved through the use of higher power-to-weight ratio diesel engines. Engine power data vs fuel consumption rate charts have been widely adopted by frontline officers to facilitate more efficient and effective voyage planning. Funds have been approved for introducing a Police Launch Simulator at the Marine Police Training School. The use of the Police Launch Simulator will have a significant impact on reducing fuel consumption and carbon emissions associated with the training of sea-going officers.

Way Forward

32. The Force will continue to follow the 3-R principles – Reduce, Re-use, Recycle – in its daily operations. The effectiveness of the energy saving measures adopted in the Force will be monitored closely. In support of the Government policy on environmental protection, the Force will continue to explore ways to further promote green management.

Feedback

33. This Environmental Report provides a guide for the promotion of a green culture within the Force. We welcome your views in connection with this Report. Please contact us via email at phq-gr@police.gov.hk.

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Hong Kong Police Force