

# **INDEPENDENT COMMISSION AGAINST CORRUPTION CONTROLLING OFFICER'S ENVIRONMENTAL REPORT 2012**

## **Introduction**

This Environmental Report accounts for the achievements made and measures taken by the Independent Commission Against Corruption (ICAC) in green management in 2012.

2. The ICAC is an independent public service organisation responsible for the following areas of work –

- (a) seek out and eradicate corruption through effective investigation and prosecution;
- (b) identify and eliminate opportunities for corruption in government departments and public bodies and advise the private sector on corruption prevention;
- (c) educate the public against the evils of corruption and actuate support for the ICAC; and
- (d) promote better public understanding of the corruption problem and encourage target groups to take positive action.

3. The Commission comprises three functional departments – Operations, Corruption Prevention and Community Relations, and the Administration Branch. As at 31 December 2012, the Commission had an establishment of 1 389 accommodated in offices at different locations.

## **Our Environmental Commitment**

4. The ICAC is committed to ensuring that our operations are conducted in an environmentally responsible manner. Whilst our daily businesses are primarily

office-based, we are mindful that the way we conduct them can have an impact on our environment. We are, therefore, always alert in exploring opportunities to integrate environmental concept into our daily operations.

## **Our Environmental Management Structure**

5. To promote and sustain green practices, we have since 1999 established a dedicated Environmental Management Committee, headed by a Commission Green Manager, assisted by a team of Departmental Green Managers and Assistant Green Managers, to review and monitor the Commission's environmental performance at each level. The Committee also receives feedback and suggestions on green management, and actively identifies new green initiatives. Through this Committee, we strive to keep up our efforts in fostering a green culture and promoting green habits among staff.

## **Our Green Measures and Performance in 2012**

6. In our drive to promote environmental protection, we make use of waste minimisation, waste recovery for recycling and reuse, energy conservation, staff participation, and maintenance of a clean environment. We continue to explore measures to foster a green culture and promote green habits among our staff. The measures adopted and results achieved in 2012 are set out below –

### **(a) *Waste Minimisation***

- ✧ We adopted the green measures promulgated by Government General Circular No. 4/2012, where applicable. For example, we normally did not accept or offer gifts / souvenirs, and also did not use corsages in official functions.
- ✧ We encouraged the use of recycled paper and are committed to substituting recycled paper for regular paper. In 2012, all our paper consumed was recycled paper.
- ✧ We continued the practice of double-sided printing and photocopying, re-using loose minute jackets and envelopes, using clean side of used paper for printing and drafting, reducing use of fax leader pages, sending and

receiving messages electronically, and minimising the printing of hard copies.

- ✧ We minimised the use of non-environmentally friendly items by actively procured environmentally sound products including recycled paper, refillable ball-pens, non-chlorinated correction fluid, recycled printer cartridges, and clutch pencils. Other items included bio-degradable plastic garbage bags, energy saving fluorescent tubes and light bulbs and energy efficient electrical appliances.
- ✧ We used water purifying systems to minimise consumption of carboy-sized or bottle-sized distilled water and such arrangement was extended to out-post offices where the facilities allowed.

(b) ***Waste Recovery for Recycling and Reuse***

- ✧ We arranged collection of waste paper used printer cartridges. We also placed waste separation bins on each floor for collecting plastic and metal recyclables.
- ✧ We arranged offices boxes to collect re-usable stationery items such as clips, envelopes, file tags, file jackets, etc., so that staff can readily pick up items they need instead of asking for new supply.
- ✧ There was a reduction in collection of waste paper with 25 447 kg in 2012 as compared to 36 551 kg in 2011, or a decrease of 30%.

(c) ***Energy Conservation***

- ✧ We procured Energy Star compliant office equipment and electrical appliances when replacement or new items were required.
- ✧ We replaced some traditional spot lights with LED spot lights in the Exhibition Hall of the ICAC Building and would explore further use of LED lights in other areas of the building if feasible.
- ✧ We reduced lighting to minimum as required for illumination as far as

practicable. For example, we arranged de-lamping half of the fluorescent tubes for Carpark Levels 1 to 3 in the ICAC Building.

- ✧ We continued to use heat-insulating solar films on the glass panels of the ICAC building to reduce heat gain, thus saving the total energy required for cooling indoor air.
- ✧ We issued biannual notice to all computer users to remind them to switch off computer equipment after office hours.

(d) *Staff Participation*

- ✧ We arranged a green tips sharing competition to invite suggestion of useful green tips so as to raise staff consciousness in green management.
- ✧ We arranged an outing to Mai Po for staff and family members to provide opportunities for appreciating and befriending with the nature.
- ✧ We believe that sustained efforts are essential to inculcate environmental protection in the culture of the Commission so that staff are aware that environmental protection is not merely the corporate or management's responsibility, but also a lifestyle adopted by individuals. Green messages have been posted in conspicuous locations to remind staff of daily energy and resources saving practices. Consumption statistics on electricity, paper and envelopes, etc. are announced periodically in the internal electronic bulletin board to alert staff to the consumption pattern and the need to conserve our environment.

(e) *Maintenance of a Clean Environment*

- ✧ We continued to provide an environmentally friendly and hygienic workplace for staff by arranging regular cleansing of air-conditioning units to keep them clean and energy efficient, and conducting periodic indoor air quality checks on office premises.
- ✧ We continued to use unleaded fuel in our departmental vehicles. We replaced two petrol-fuelled vehicles with electric vehicles to echo the government drive in environmental friendliness.

## **Way Forward**

7. We have actively explored ways to leverage on the environmental features in the ICAC Building for green causes. Although a considerable number of measures have been implemented with the desired results, we would step up our efforts in promoting green awareness by education and other green activities to establish a more environmentally friendly culture in the Commission. For instance, we are committed to reducing electricity consumption and taking on more electric vehicles progressively as far as possible. Green management has become an integral part of our daily management and environmental protection is an obligation of everyone. We will keep up with our efforts in this area and encourage colleagues to follow suit.

## **Feedback and Comments**

8. We remain open and active in identifying means to achieve our green objective. If you have any feedback or suggestions, please e-mail us at [general@icac.org.hk](mailto:general@icac.org.hk).

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