

Environmental Report 2003

Introduction

This is the 5th Environmental Report of the Auxiliary Medical Service. In this report, you will see our Environmental Policy, the specific environmental initiatives that were carried out in the year 2003, and the performance of these initiatives for the same year. We are committed to improving our environment performance and providing our services in an environmentally responsible manner. This is primarily done through the optimal use of resources and energy as well as the disposal of any clinical waste generated during the course of providing our services. In the year 2003, we have particularly focused in reducing our consumption of energy and paper, using cleaner fuel, collecting recyclable office products for recycling. However, due to the outbreak of SARS, a series of operations & training activities had been carried out in AMS that affecting our plan in the consumption of energy and papers. Even that, in the following year, we still hope to further improve our environmental performance in the areas of practicing green procurement for medical supplies, tightening vehicle maintenance, raising civil awareness and responsibility in environmental protection to fulfill our environmental commitments.

Environmental Policy

The Auxiliary Medical Service is responsible for augmenting the HKSAR's regular medical and health service to help maintain a quality service to safeguard the well being of the people of Hong Kong. We provide our services through a well-trained professional force as well as a committed force. In carrying out our activities and operations, we are committed to improving our environmental performance by:

- a) Meeting the requirements of all applicable environmental protection ordinances or regulations;
- b) Raising the awareness of all staff and members ensuring that they know their overall environmental responsibilities, understand the direct and indirect environmental impacts that may arise from their activities, and appreciate the importance of demonstrating compliance with environmental policies;
- c) Ensuring good management practices by reviewing them regularly to verify the effectiveness and validity in achieving our environmental objectives;
- d) Minimizing the use of energy and resources and reducing the generation of wastes by promoting effective and efficient reduction method, consistence

with best practice; and

- e) Integrating environmental management into training program for personnel whose jobs have significant environmental impacts

AMS Key Interactions with the Environment and How We Aims to Manage Them

At AMS, we strive to improve our environmental performance when carrying out our daily activities to provide quality first aid and supplementary emergency health services for the people of Hong Kong. We recognize the potential environmental impacts on the environment due to our activities and operations. Our major activities and operations relevant to the environment include:

- a) First Aid Coverage services;
- b) Ambulance and vehicle fleet maintenance;
- c) Office administrative work; and
- d) Procurement of products and services.

For each of these areas, the AMS has identified the relevant potential environmental impacts, and has increasingly identified control measures to address associated issues. In particular, we have defined 6 areas of environmental controls, including:

- i) Legal Compliance;
- ii) General material consumption and waste management;
- iii) Clinical waste management;
- iv) Energy conservation;
- v) Fleet management; and
- vi) Environmental information and awareness rising.

In addition, we have designated specific personnel to be responsible for ensuring that appropriate environmental measures are put in place. Table A summaries the major activities potential environmental impacts and corresponding responsible persons.

Activities	Potential Environmental Impacts	Responsible Persons for Implementation of Improvement Programme
First aid coverage services	Generation of clinical wastes	Senior Operations and Training Officer (Operations)

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Ambulance maintenance	Consumption of fuel and water, air emission, generation of wastewater and other wastes, use of refrigerants and generation of wastes	Senior Operations and Training Officer (Ambulance Section)
Office administrative work	Consumption of natural resources such as energy and paper, generation of wastes	Executive Officer
Procurement of products and services	A combination environmental impacts arising from the manufacturing processes to the disposal of the products or those used in our service	Supplies Officer, AMS
Policy issues	To carry out environmental review. Give technical advice on environmental protection measures and promote environmental awareness, ensure green housekeeping of the department	Green Manager
Housekeeping	To assist the Green Manager to ensure green housekeeping of the department	Deputy Green Manager

Table A.

Activities, Potential Environmental Impacts and Designated Responsible Persons

Our Green Initiatives and Performance in 2003

We continue to follow the green measures taken in 2002. We promote to reduce the use of batteries, ball pens, toner cartridge as well as the properly disposal of them. We encourage the better use of paper by informing staff and volunteers to:

- Use 'Scrap' paper
- Use the reverse side of paper
- Use recycled paper
- Use double-side photocopies
- Reuse file jackets
- Reuse envelopes or use transit envelopes
- Communicate by e-mail

- Use old sets of documents for circulation

Material Consumption

Paper and Other Office Supplies

- We had uploaded most of our orders on our web site to save papers consumed by the end of 2003. However, due to the prolonged operational activities related to the SARS, the paper consumption was increased in comparison with year 2002 from 5,370 Kg to 8,935 Kg of year 2003.
- A disaster medical Assistant Hand-book had been published in October. It helped in reducing papers in printing notes for training.
- All circulars and orders were circulated to staff by using the intranet system in AMS HQ.
- We had reduced 1.8% of the use of envelopes in comparison with year 2003 (i.e. from 84,240 reduced to 82,700 numbers).
- We had carried out to use all green and recycle batteries for both portable mobile phones and radios.

Green Procurement

In year 2003, we procured environmentally friend products and office supplies.

- 42.4% of total paper purchased was recycle paper.
- Energy saving office supplies such as photocopier and plain paper fax machine were used.

Energy Conservation

Staff was reminded to switch off lights/air conditioners during lunch or away for long hours and to keep room temperature at a reasonable level to avoid excessive air conditioning. In response to the SARS operation, AMS had conducted a series of briefing sessions and training activities to volunteer members. In connection with this, the total amount of electricity consumed was increased from 880,368 in 2002 to 1108,620 KWh in 2003. However, AMS HQ will carefully plan

for the training schedule. Other methods such as using equipment of energy saving features and to encourage staff to use staircase instead of the lift for inter-floor traffic were still enforced.

Waste Manage

We encourage staff look into the matter of waste reduction. This year we collected 120 numbers of used printer toners. Since AMS was responsible for destroying all the Health Declaration Forms from the Airport and borders, the waste papers collected for recycling increased to 603 Kg.

Clinical Waste

The clinical wastes in AMS mainly include materials such as contaminated swabs, dressings and similar substances or products. AMS has produced a certain amount of clinical wastes arising from treatment of casualties in first aid coverage. We have currently segregates clinical wastes from municipal wastes for special collection, handling and disposal in accordance with the Code of Practice for the Management of Clinical Waste. AMS aims to maintain full compliance with the Code in all its operations.

Fleet Management

Regular vehicle maintenance works were carried out to ensure the vehicles passed the emission standard. Meanwhile, all AMS Non-emergency Ambulances were installed with fans for inside compartment ventilation. Drivers were instructed to switch off the idled engine while sending patient to clinic or their home. They all strictly complied with the air control ordinance issued.

Environmental Information and Awareness

To sustain our work on environmental protection, our staffs are regularly reminded of the ways and means of waste reduction and energy conservation. Under the community service programmes such as Fire Safety Ambassador Scheme and Youth Ambassador Scheme, AMS members were trained for fire prevention and keep our country park clean measures. In order to disseminate environmental information and promote awareness, we will conduct training to 3,000 frontline volunteers by 2004.

Objectives and Targets for the year 2004

Green measures taken in 2003 will continue in 2004. We aim at educating all staff and members

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for the environmental awareness and encourage them for participating in environmental activities. We will seek better improvement in the efficient use of resources and energy in the years ahead. We would try our best to control of the use of paper (such as to upload orders and training notes to the website and to promote email communications) and electricity in a carefully manner.

Feedback

We welcome any suggestions or comments on our commitments in the environmental protection. Please write to our Deputy Department Green Manager at AMS Headquarters, 81 Princess Margaret Road, Homantin, Kowloon, e-mail to tllau@ams.gov.hk or phone us at 2886 6618.