

Environmental

Report

2004

Education and Manpower Bureau

Environmental Report 2004

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FOREWORD

Maintaining an environmentally friendly surrounding is crucial to the development of our future generations. We are committed to improving our environment performance and delivering our services in an environmentally responsible manner.

We are responsible for formulating and reviewing education policy and overseeing the effective implementation of education programmes. In particular, 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 for the environment. In support of Government's policies on environmental protection and sustainable development in Hong Kong, we will continue to pursue our environmental goals and policies and strive for continual improvement in our environmental performance.

This report aims at outlining our policies and management measures with respect to environmental issues as well as our past performance and our targets for the coming year.



ENVIRONMENTAL POLICY

Environmental Goals

The Education and Manpower Bureau is committed to instilling in students a life-long and forward-looking concern for the environment, and preparing them for making well-informed, justified and practical decisions and taking action leading to the creation of a sustainable environment in which they and the ensuing generations can live and work. In pursuance of these goals, we have adopted the following principles:

Communication & Training

We encourage staff participation in environmental protection activities and foster in them an environmentally friendly culture. We arrange appropriate training to keep staff abreast of the latest knowledge on environmental protection.

Compliance

In conducting our business, we fully comply with the environmental legislation.

Environmental Education



We incorporate appropriate elements of environmental education in school syllabuses at all levels, issue guidelines to help schools in the planning, implementation and evaluation of environmental education, conduct school inspections and visits to give advice on the implementation of environmental education, provide resources to schools and training support to teachers, and organise school activities on environmental education in conjunction with other government departments and non-government organisations.

Minimisation of Consumption

We adopt responsible environmental housekeeping practices and review regularly and seek continual improvement in the efficient use of resources and energy.

Management Review

The Bureau Green Management Working Group monitors the progress and reviews the strategy for green management, aiming at seeking continual improvement.

ACHIEVEMENTS

ENVIRONMENTAL EDUCATION

We adopt a cross-curricular approach in the promotion of environmental education. We also promote school-based and action-oriented activities to encourage pupils in protecting the environment.

To fulfil the goal of promoting environmental education, various initiatives have been undertaken in the past, which include-

- issue of "Guidelines on Environmental Education in Schools";
- setting up Environmental Resources Corners at Education Resources Centres;
- production of multimedia packages and education television programmes on environmental education;
- organisation of school events on environmental education together with various government departments and green groups;
- incorporation of appropriate environmental education elements in school syllabuses at all levels and updating curriculum guides and exemplars to assist schools to plan their environmental education programmes;
- organisation of a 15-hour Professional Enhancement Programme on Environmental Education for Primary Teachers ; and
- production of a reference handbook on "Education for Sustainable Development for Primary Teachers".

Achievements in 2004

Key Action Area : We conduct school inspections and visits to give advice on the implementation of environmental education.



- We provided school-based support on promotion of environmental education to primary and secondary schools on need basis.

Key Action Area : We provide resources to schools and training support to teachers.



- We organised 6 in-service teacher education programmes.
- We maintained and updated a webpage on environmental education. (<http://cd.emb.gov.hk/ee>)

- We maintained and updated the web-based environmental education self-learning package for teachers. (<http://resources.emb.gov.hk/envir-ed>)



Key Action Area : We organise school activities aiming at promoting environmental awareness.



Source of photos : World Wide Fund Hong Kong

- We funded 400 school visits to the Mai Po Nature Reserve.
- We organised 120 residential field study courses in Sai Kung Field Studies Centre, Ho Koon Nature Education Cum Astronomical Centre and Caritas Chan Chun Ha Field Studies Centre.
- We organized activities in collaboration with various government departments and non-government organisations to promote environmental protection.

● **Student Environmental Protection Ambassador Scheme (SEPAS) 2003/04**



A total of 750 primary, secondary, special schools and International/English Schools Foundation schools participated in the Scheme and some 11 975 Student Environmental Protection Ambassadors were appointed.

● **School Environmental Award Scheme 2003/04**

- ◆ The Aldrich Bay Government Primary School, Belilios Public School and Homantin Government Secondary School were granted the School Honours Awards.
- ◆ Students of the Belilios Public School, Clementi Secondary School, South Tuen Mun Government Secondary School and Tsuen Wan Government Secondary School were granted the ECC AEON Environmental Award for Schools, and students of the Tsuen Wan Government Secondary School were granted the ECC MTR Environmental Award for Schools.
- ◆ Teachers of Aldrich Bay Government Primary School and Belilios Public School were granted the Outstanding Environment Protection Teachers Awards.

● **Hong Kong Green School Award**

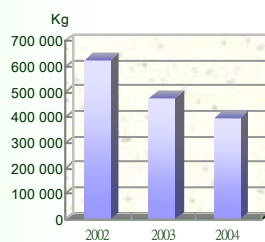


The event was jointly organised by the Environmental Campaign Committee, the Education and Manpower Bureau, the Environmental Protection Department, and co-organised by the Hong Kong Institute of Education and Hong Kong Productivity Council. About 144 primary and secondary schools as well as 137 kindergartens and child care centres participated in the award scheme.

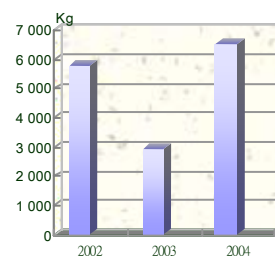
● **Waste Separation and Recycling Scheme in Schools**



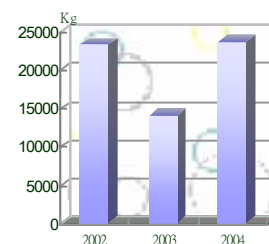
We worked together with the Environmental Campaign Committee to organise the Scheme with an aim to promoting the concept of the "4Rs" of reusing, reducing, recycling and replacing disposable products. About 1 200 primary and secondary schools participated in the scheme. As at end of 2004, the participating schools have collected 397 000 kilograms of waste paper, 23 713 kilograms of plastic bottles and 6 534 kilograms of aluminium cans.



Waste Paper



Aluminium Cans



Plastic Bottles

Note : The drop of waste paper in 2004 should be attributed to the increased use of electronic means of communication and awareness of environmental protection. The waste paper collected in that year was thus less than that in the previous year.

Building Partnerships

We work together with various government departments and green groups in the promotion of environmental protection. We participated in the following working groups and committees to provide advice on the organisation of school activities and production of resource materials to schools to promote environmental protection-

- Clean Hong Kong : Publicity and Public Education Group
- Country and Marine Parks Board
- Community Involvement Committee on Greening
- Environmental and Conservation Fund Committee
- Environmental Campaign Committee
 - Environmental Campaign Committee Education Working Group
 - Environmental Education & Community Action Projects Vetting Committee (Environment and Conservation Fund)



- Kindergarten Sub-working Group of the Environmental Campaign Committee
- Hong Kong Environmental Education Group
- Mai Po Management and Development Committee
- Wetland Advisory Committee
- World Wide Fund
 - Hoi Ha Wan Education Sub-committee
 - Hong Kong Education Committee



School Design

We incorporate environmentally friendly concepts in the design of school buildings, including -

- reduction in construction wastage resulting from the increased use of precast and prefabricated building elements;
- increased application of re-usable materials, in particular metal framework, site hoarding and recycled products;
- improvements to indoor air quality resulting from the use of fresh air pre-conditioners in classrooms;
- use of environmentally friendly coolant air-conditioners;
- use of energy saving devices such as sun shading on external elevations and solar-sensitive lighting;
- increased landscaping in school playgrounds and upper levels of school to promote greener environment for both the schools and their surrounding areas;
- provision of varied plant species and designated green areas in schools to stimulate students' interest in natural science and encourage students to develop horticultural skills;



- introduction of photovoltaic cell installation to a primary school in Ma Wan with encouraging results. In addition to harnessing solar power, it is intended to use the installation as an educational tool to encourage awareness in students of the benefits of natural energy;
- use of shared facilities among schools in a school cluster which has enabled a greener, more spacious environment in those schools; and
- introduction of hygiene improvement measures to schools, including toilet provision without main entrance doors, sensor-type taps to wash-basins, improved refuse stores and hand washing facilities in playgrounds.



For the implementation of School Improvement Programmes, we have implemented the following environmentally friendly design measures -

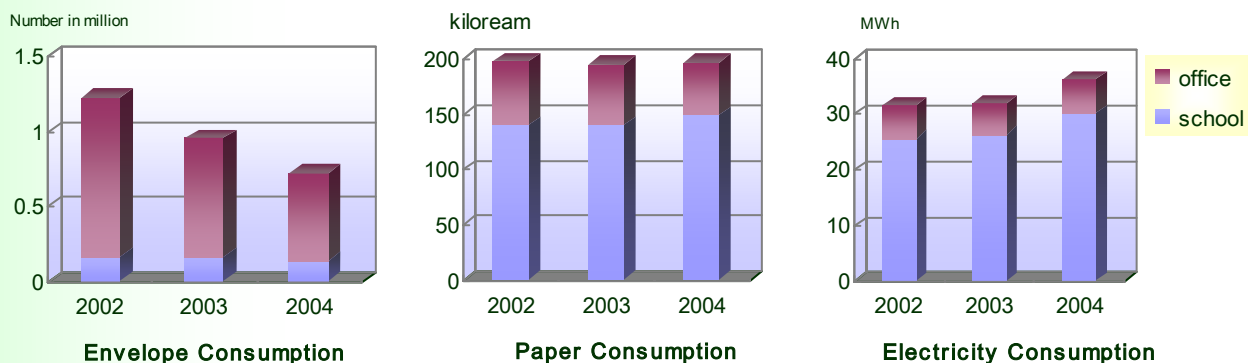
- for 92% of new school improvement projects with air conditioning installation, the Overall Thermal Transmission Value (OTTV) calculations were not more than 23 W/m²; and for 30% of all school improvements projects, OTTV calculations were not more than 18 W/m², against the statutory requirement of 30 W/m²;
- 45% of sanitary appliances in new buildings were installed with water-saving devices;
- use of occupancy sensor to control lighting and ventilation/air-conditioning in disabled toilets and some infrequently-used rooms (e.g. conference rooms, interview rooms, etc.);
- efficiency of driving motors for lift and escalator installations was not less than 85% which is better than the acceptable level of over 60 % in the industry;
- use of the less toxic Ni-MH battery in Fire Services panels and emergency lighting; reducing the use of timber by alternative structural solutions such as metal hoarding and other structural means; and
- enforcement of prohibition in the use of diesel hammers for percussive piling works.

BUREAU GREEN MANAGEMENT

Under the chairmanship of our Bureau Green Manager, Principal Assistant Secretary (Administration), a Bureau Green Management Working Group with representatives from all divisions has been set up to develop the Bureau's environmental objectives and oversee the implementation of a green housekeeping programme within the Bureau. The Working Group monitors the progress and reviews the overall strategy for green management in the Bureau. The Working Group has focused on minimising waste in the Bureau and implementing **green measures on a continuous basis** to economise the use of resources and reduce pollution.

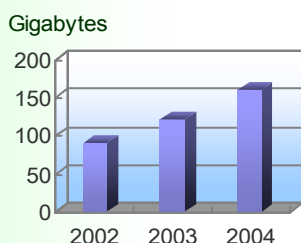
Consumption of Resources

As continuous efforts were made in economising the use of paper, envelope and electricity, the consumption of envelope in both offices and schools dropped considerably in 2004. There was a slight increase in the consumption of paper due to various activities under the education reform while a steady increase in the consumption of electricity was recorded due to longer office working hours, more school activities, etc. We are actively exploring more concrete measures to seek improvements in this area.



Highlight of Green Measures in 2004

Using electronic means of communication



- ◆ Use of electronic mails becomes the most popular means of communication in the bureau. We had 2 315 Lotus Notes Mail user accounts with the mail database size of 500 gigabytes; there were around 7 600 Intranet accounts with a database size of 160 gigabytes.



- ◆ The Intranet platform has been widely used to disseminate bureau information including telephone directory, training activities, newsletters, etc. and process administrative matters e.g. booking of conference rooms with a view to promoting paperless operation in the daily work and reducing the use of paper in turn.

Green Purchasing

- ◆ We support procurement of green products for use in the Bureau. In arranging tenders, we include common environmentally friendly terms such as trade-in clause, recycling arrangement, etc. as far as practicable. Bulk contracts with trade-in arrangement for the supply of ink and toner printer cartridges were arranged. In this connection, a total of 179 used cartridges were returned to the contractors concerned for recycling.
- ◆ The purchase of green products by this bureau through the Government Logistics Department amounted to around \$ 370 000.

Improvement in Indoor Air Quality

- ◆ We implemented ventilation improvement measures regularly, including indoor air quality check and cleaning of air outlets to ensure the indoor air quality meet the standard promulgated by the Environmental Protection Department.

Conserving Energy

- ◆ We continued to carry out the project of saving electricity consumption and installed energy saving fluorescent tubes with electronic ballasts.

Collecting Waste

- ◆ Throughout the year, we collected a total of 85 010 kilograms of waste paper for recycling.

Promotional Activities

- ◆ We organised a series of activities to promote Green Management in the year 2004, including:

The Fifth Paper and Envelope Saving Competition



We organised the fifth Paper and Envelope Saving Competition to encourage colleagues working in government schools and offices to save the use of paper and envelopes in their daily operation.

Prize	Winning Team	
	School	Office
Best Performance Award in Paper Saving	Yuen Long Government Primary School Queen's College	Manpower and Post-Secondary Education Branch
Best Performance Award in Envelope Saving	Hong Kong Southern District Government Primary School	Professional Development and Training Division
Best Progress Award in Paper Saving	Yuen Long Government Primary School	Manpower and Post-Secondary Education Branch
Best Progress Award in Envelope Saving	Cheung Chau Government Secondary School	Manpower and Post-Secondary Education Branch

Promotional Messages on Newsletter and Bureau Intranet

We disseminate green messages on the bureau newsletter EMB Pulse and EMB Intranet's pop-up window to promote green management.



Green Article on Newsletter

Green Message on Intranet

Green Christmas

◆ Donation of Clothing and Small Electrical Appliances



We collected and donated 26 packs of clothing and small electrical appliances to the Salvation Army during Christmas.

◆ Electronic Christmas Cards



We designed and sent e-cards during Christmas and Chinese New Year to our working partners, same as what we did in the last few years.

WAY FORWARD

We will continue to help schools develop a green culture in which students will be empowered with the necessary knowledge, skills and attitude to become environmentally friendly citizens. To support schools to implement environmental education, we will continue to provide a broad range of services including school visits, teacher education programmes, territory-wide green activities, teaching guidelines and learning resources. Within the Bureau, we will strive to reduce electricity consumption as far as possible having regard to actual operational requirements.

Targets for 2005

ENVIRONMENTAL EDUCATION

Our targets for promotion of environmental education in the school year 2004/05 are:

<i>Key Action Area</i>	<i>Targets for 2004/05 School Year</i>
<ul style="list-style-type: none">● We provide advice to schools on the implementation of environmental education by means of conducting school inspections and visits.	<ul style="list-style-type: none">◆ To provide school-based support on promotion of environmental education to schools on a need basis.

Key Action Area

Targets for 2004/05 School Year

-
- We provide resources to schools and training support to teachers.
 - ◆ To organise 6 in-service teacher education programmes.
 - ◆ To maintain and update the webpage on environmental education.
 - ◆ To maintain and update the web-based environmental education self-learning package for teachers.

 - We organise school activities aiming at promoting environmental awareness.
 - ◆ To fund 400 school visits to the Mai Po Nature Reserve.
 - ◆ To organise activities in collaboration with various government departments and non-government organisations to promote environmental protection.

BUREAU GREEN MANAGEMENT

In conducting our business, we will continue to adopt practicable environmental housekeeping practices to economise use of resources and minimise waste. In the coming year, we will continue to -

- ◆ promote environmentally friendly housekeeping practices;
- ◆ promote the use of electronic means in communication within the Bureau; and
- ◆ organise activities and training to promote staff's awareness and participation in green management.

CONTACT US

We welcome your valuable feedback on the Environmental Report 2004, which would be most useful for improving our report in the coming year. Please complete this form and send it back to Senior Executive Officer (Administration Support) 2, Education and Manpower Bureau, 10/F Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong or fax it to 2893 0858. You may also send any comments by email to embinfo@emb.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 topics would you like the Report to cover?

4. What improvement would you recommend?

5. What is your overall view of the Report?
 Excellent Good Adequate Poor

Name : _____

Telephone : _____

Address : _____