



# **Environmental Report 2005**

**Education and Manpower Bureau**

# Environmental Report 2005

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# FOREWORD

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

Our responsibilities are to formulate and review education policy and oversee 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 supporting Government's policies on environmental protection and sustainable development in Hong Kong, we will keep on working for our environmental goals and policies and strive for continual improvement in our environmental performance.

The purpose of this report is to outline our policies and management measures with respect to environmental issues and our past performance and our targets for the coming year.

# ENVIRONMENTAL POLICY

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## **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

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## 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 2005

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### 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 schools on a 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.



- We funded 400 school visits to the Mai Po Nature Reserve.

- We organized activities in collaboration with various government departments and non-government organisations to promote environmental protection.



Source of photos : World Wide Fund Hong Kong

#### • Student Environmental Protection Ambassador Scheme (SEPAS) 2004/05

- A total of 750 primary, secondary, special schools and International/English Schools Foundation schools participated in the Scheme and some 12 035 Student Environmental Protection Ambassadors were appointed.



#### • School Environmental Award Scheme 2004/05

- The Homantin Government Secondary School and Sheung Kwai Chung Government Secondary School were granted the School Honours Awards.
- Students of South Tuen Mun Government Secondary School and Tsuen Wan Government Secondary School were granted the ECC MTR Environmental Award for Schools, and two students of the Tsuen Wan Government Secondary School were granted the ECC Xun Xiang Environmental Award for Schools.

- A teacher of Sheung Kwai Chung Government Secondary School was granted the Outstanding Environment Protection Teachers Awards.

#### • The 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 and Vocational Training Council. About 144 primary and secondary schools as well as 137 kindergartens and child care centres participated in the award scheme.



- The Homantin Government Secondary School was granted the Green School – Merit Award.

- Belilios Public School, Kwun Tong Kung Lok Government Secondary School, Chiu Lut Sau Memorial Secondary School, Aldrich Bay Government Primary School and Tai Po Government Primary School were granted Green School Award.



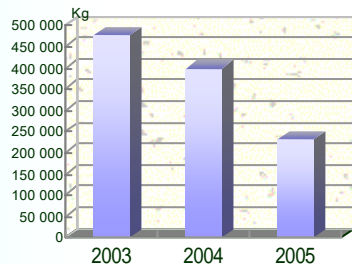
Source of photos : Environmental Campaign Committee

#### • Building a Greener Society Award Scheme

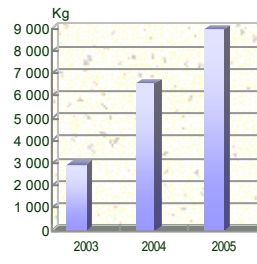
- Tuen Mun Government Secondary School was granted the Champion of Stop Using Plastic Bags Campaign.
- Students of Homantin Government Secondary School were granted the 1st Runner-up of Stop Using Polystyrene Lunch Box Project.

#### • Waste Separation and Recycling Scheme in Schools

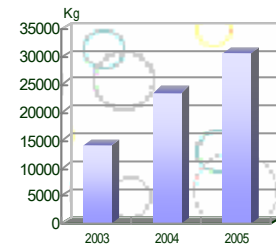
- We worked together with the Environmental Campaign Committee to organise the Scheme with an aim to promoting the concept of the "4Rs" of reusing, reducing, recycling and replacing disposable products. About 800 primary and secondary schools participated in the scheme. As at end of 2005, the participating schools have collected 231 337 kilograms of waste paper, 30 697 kilograms of plastic bottles and 8 972 kilograms of aluminium cans.



Waste Paper \*



Aluminium Cans



Plastic Bottles

\*For waste paper consumption in 2005, less waste paper collected while paper consumption continues to drop.

## Building Partnerships

We also worked 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
- Community Involvement Committee on Greening
- Country and Marine Parks Board
- Environmental and Conservation Fund Committee
  - Environmental Education & Community Action Projects Vetting Committee
- Environmental Campaign Committee
  - Environmental Campaign Committee Education Working Group
  - 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

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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 and low volatile organic compound-emitting building materials;
- use of environmentally friendly refrigerant for air-conditioners;
- use of energy saving devices such as sun shading on external elevations, occupancy sensors, photo-sensor controlled lighting, T5 fluorescent lamps, electronic ballasts and variable refrigerant volume air-conditioning system;
- use of water-saving devices such as dual-flush toilet system and sensor-taps for wash basins;
- 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;
- use of shared facilities among schools in a school cluster which has enabled a greener, more spacious environment in these schools; and
- introduction of hygiene improvement measures to schools, including toilet provision without main entrance doors and hand washing facilities in playgrounds.



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

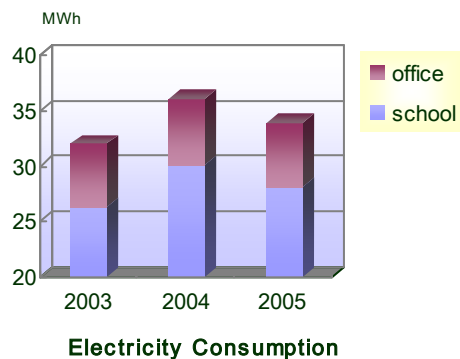
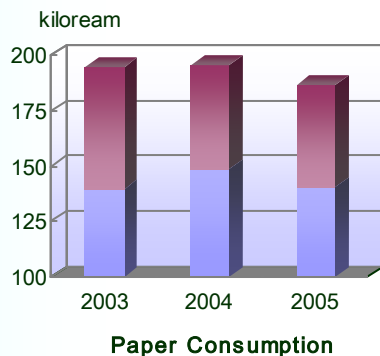
- for all new school improvement projects with air conditioning installation, the Overall Thermal Transmission Value (OTTV) calculations were not more than 23 W/m<sup>2</sup>; and for 63.6% of all school improvements projects, OTTV calculations were not more than 18W/m<sup>2</sup>, against the statutory requirement of 30 W/m<sup>2</sup>;
- 63% 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 when battery capacity required is less than 15 Ah; reducing the use of timber by alternative structural solutions such as metal hoarding and other structural means; and
- use of diesel hammers were not allowed as specified for all piling contracts.

## **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.

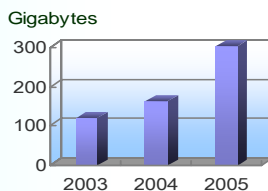
## Consumption of Resources

As continuous efforts were made in economising the use of paper and electricity, there was a slight decrease in the consumption of paper and electricity due to the increasing awareness among staff working at office and schools. We are actively exploring more concrete measures to seek improvements in this area.



## Highlight of Green Measures in 2005

### Using electronic means of communication



- Use of electronic mails becomes the most popular means of communication in the bureau. We had 2 500 Lotus Notes Mail user accounts with the mail database size of 650 gigabytes; there were around 7 700 Intranet accounts with a database size of 300 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. Trade-in arrangements for the supply of ink and toner printer cartridges were arranged. In this connection, a total of 351 used cartridges were returned to the suppliers concerned for recycling.
- The purchase of green products by this bureau through the Government Logistics Department amounted to around \$ 466 000.

## 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.

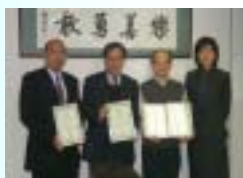
## Collecting Waste

- Throughout the year, we collected a total of 86 070 kilograms of waste paper for recycling.

## Promotional Activities

We organised a series of activities to promote Green Management in the year 2005, including:

### The Sixth Paper Saving Competition



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

### Prize

Best Performance Award in Paper Saving

Best Progress Award in Paper Saving

### Winning Team

- Curriculum Development Institute
- Tsuen Wan Government Secondary School
- Curriculum Development Institute
- Homantin Government Secondary School

## 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 Christmas

- Donation of Clothing and Small Electrical Appliances
  - We collected and donated 13 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 recognize the significance of environmental protection and green management. The Chief Executive launched the "Action Blue Sky" campaign on 25 July 2006 to appeal to the whole community to take whatever actions within their capabilities to help improve air quality in Hong Kong. On energy conservation, the Chief Executive has also directed that the Government must take the lead in reducing power consumption. In line with this commitment, 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.

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 2006

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### ENVIRONMENTAL EDUCATION

Our targets for promotion of environmental education in the school year 2005/06 are:

<i>Key Action Area</i>	<i>Targets for 2005/06 School Year</i>
<ul style="list-style-type: none"> <li>• We conduct school inspections and visits to give advice on the implementation of environmental education</li> </ul>	<ul style="list-style-type: none"> <li>■ To provide school-based support on the promotion of environmental education to schools on a need basis.</li> </ul>
<ul style="list-style-type: none"> <li>• We provide resources to schools and training support to teachers.</li> </ul>	<ul style="list-style-type: none"> <li>■ To organise 6 in-service teacher education programmes.</li> <li>■ To provide a new web-based learning package on Education for Sustainable Development.</li> <li>■ To maintain and update the web-based environmental education self-learning package for teachers.</li> </ul>
<ul style="list-style-type: none"> <li>• We organise school activities aiming at promoting environmental awareness.</li> </ul>	<ul style="list-style-type: none"> <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 environmental protection.</li> </ul>

## **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

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We welcome your valuable feedback on the Environmental Report 2005, 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](mailto:embinfo@emb.gov.hk). Thank you.

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## 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 : \_\_\_\_\_

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