



## **INDEPENDENT COMMISSION AGAINST CORRUPTION**

### **ENVIRONMENTAL REPORT 2003**

#### **Introduction**

This Environmental Report accounts for achievements made and measures taken by the ICAC in green management in 2003.

The Independent Commission Against Corruption (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.

The Commission comprises three functional departments - Operations, Corruption Prevention and Community Relations, and the Administration Branch. As at

31 December 2003, the Commission had an establishment of 1,350 accommodated in offices in 11 different locations.

### **Our Environmental Commitment**

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 operation, and contribute our part towards the protection and preservation of the environment.

### **Our Environmental Management Structure**

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 actively identifies new green initiatives.

### **Our Green Measures**

In pursuit of our environmental commitment, we adopt the following measures –

- (a) ***Green House-keeping*** – We follow the principles of reduction, reuse and recycling in workplace to economise our use of resources.
- (b) ***Energy Saving*** – We encourage staff to switch off lights, turn off electrical appliances, including computer monitors when not in use, and identify every opportunity pertaining to energy saving.
- (c) ***Paper Saving*** – We make use of computer systems in information

dissemination and conducting our business wherever possible in order to minimise the use of paper.

- (d) ***Green Procurement*** – We actively select environmentally sound products in our procurement process.
- (e) ***Green Working Environment*** – We always strive to provide an environmentally friendly work place for all staff.
- (f) ***Green Culture*** – We always aim at inculcating environmental protection into the culture of the Commission and internalizing our staff's green concepts so that their behavior can be driven to the same direction.

### **Our Environmental Performance in 2003**

Riding on the achievements and good tradition built from the past, we have continued to make positive progress in our green management –

#### **(a) *Green House-keeping***

- We recycled around 41,000 kg of waste paper and we fully implemented the use of recycled toner cartridges. As a result, we saved public fund of \$470,171, representing a 55% increase compared to the savings in 2002.
- We designated staff to patrol all office areas each evening to ensure that all lights and equipment were turned off as far as possible and to remind officers still working to turn off the remaining lights and equipment before leaving. As a result, our electricity consumption in some of our offices was reduced by up to 11 % compared to 2002.

#### **(b) *Energy Saving***

- We replaced light fittings in selected offices with energy-saving type in order to reduce electricity consumption.
- We replaced some aged hand-dryers with sensor driven ones to avoid

waste of energy.

- We installed double-glazed windows in those offices which are subject to direct sunlight to reduce heat penetration.
- We replaced old CRT monitors with LCD ones to reduce energy consumption.

(c) ***Paper Saving***

- We replaced the use of normal envelopes by transit ones and significantly reduced the overall consumption of envelopes by 23% compared to 2002.
- We continued to print on both sides of paper and re-use / recycle paper for drafts.
- We reduced the number of printed copies of our publications and uploaded them to our corporate website for public viewing.
- In 2003, we extended the coverage of the Government Office Automation (GOA) network to all staff. This facilitated the communication and sharing of information among GOA users within the Commission electronically. As a result, we achieved an average percentage decrease of 7% in paper consumption with one office achieving remarkable reduction of 52% compared to 2002.
- We have been developing the Electronic Transactions Information System (ETIS) for accepting and storing electronic records sent to the Commission through electronic means as provided for under the Electronic Transactions Ordinance. With the ETIS planned to be implemented in 2004, electronic records sent to the Commission will be processed electronically.

(d) ***Green Procurement***

- We continued to procure energy efficient appliances and office equipment as far as possible.
- We continued to purchase green supplies and environmentally sound products like refillable ball-pens and pencils and recycled toners.

(e) ***Green Working Environment***

- We continued to keep our office premises as a non-smoking area to maintain good indoor air quality.
- We arranged regular cleansing of our air-conditioning units to keep them clean and efficient.
- We replaced an air handling unit with substandard efficiency level with a new one to improve cooling efficiency.

*(f) Green Culture*

- We organized an outing to the Tuen Mun Public Riding School and the Kadoorie Farm to enhance green awareness among staff and their family members.
- We organised talks and bulk purchases of organic vegetables for staff, and arranged lunches serving organic vegetables.
- We posted green messages in strategic and conspicuous locations to remind staff of daily energy and resources saving practices.
- We posted monthly consumption statistics on electricity, paper and envelopes onto our electronic bulletin board to remind staff of the consumption pattern and the need to economise.

## **Targets**

Due to our impending removal to the new ICAC Headquarters building in 2007, we were advised by the Architectural Services Department that it would not be cost effective for us to conduct any major energy saving improvement work which would incur a long payback period. Without any such improvement work, our potential and capability of achieving further energy saving are significantly hindered. However, we would continue to keep up the momentum in green management, save resources in other areas, and to explore new green initiatives.

## **Feedback and Comments**

There is no end to green management. We will continue to play our part in protecting the environment and remain open and active in identifying means to achieve

this objective. If you have any feedback and suggestions, please e-mail us at [general@icac.org.hk](mailto:general@icac.org.hk).

Independent Commission Against Corruption  
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