



Environmental Report 2000

Environmentally-friendly Initiatives

We value environmentally-friendly initiatives which use resources efficiently. We set the precedent with the issue of a 660-page public tender document for outsourcing in November 2000 in CD-ROMs only. It is paperless and saved considerably in printing costs and materials. The lead time for in-house production of the 250 copies of CD-ROMs was reduced to 24 hours as compared with the normal 7 to 14 days advance notice for hard copy printing. Here are some more examples -

- a. we provide e-mail accounts for communication with local/overseas targets for speedy, paperless communication;
- b. we distribute circulars, telephone lists, training schedules and statistics electronically;
- c. we arrange booking of functions and meetings electronically;
- d. we use energy-saving light bulbs and sectional control switches for the air-conditioning and lighting systems in our Function Room;
- e. we use energy conservation measures such as energy-saving functions in personal computers and general control of electricity consumption;
- f. we use videoconferencing to reduce the need for travel or for using paper communications;
- g. we implement waste-reduction measures including the use of recycled papers, reused papers and envelopes and waste paper collection for recycling.

Way Forward

2. The public tender for outsourcing issued in November 2000 is expected to bring the following specific environmental benefits -

- a. paperless office to save office accommodation and storage space with concomitant energy savings;
- b. e-business and electronic submissions of applications for trademarks, patents and designs will reduce the need for travel to the office and use of paper;
- c. Internet publication of details of applications and grant to replace advertising in the HKSAR Gazette (currently averaging 290 pages of paper per week);



Intellectual Property Department

The Government of the Hong Kong Special Administrative Region

- d. Internet access to trademark, patent and design database as opposed to on-site public search in IPD terminals will reduce the need for travel ;and
- e. electronic publication of design and patent information will allow for dissemination of new technology (including environmental protection technology) freely around the world.

The large scale outsourcing project will be implementation by phases up to the end of 2002, subject to the results of the tender.