



Environmental Report 2001

Environmentally-friendly Initiatives

1. We value environmentally-friendly initiatives which use resources efficiently. Here are some examples -

- a. we provide e-mail accounts for communication locally and overseas for speedy, paperless communication;
- b. we distribute circulars, telephone lists, training schedules/materials, and statistics electronically;
- c. we publish our publicity and education materials and pamphlets electronically as far as possible;
- d. we arrange booking of functions and meetings electronically;
- e. we use energy-saving light bulbs and sectional control switches for the air-conditioning and lighting systems in our Function Room;
- f. we use energy conservation measures such as energy-saving functions in personal computers and for the general control of electricity consumption;
- g. we use videoconferencing to reduce the need for travel or for using paper communications;
- h. we have ceased printing paper copy of application/standard forms which have been uploaded on our website and we encourage our clients to access them electronically;
- i. we implement waste-reduction measures including the use of recycled papers, reused papers and envelopes and waste paper collection for recycling;
- j. we issued a 660-page public tender document in the form of CD-ROMs which saved considerable resources in terms of production costs and materials; and
- k. we have started, since November 2001, uploading the hearing decisions of the Trade Mark Registry on our website to reduce the need for internal circulation by paper and to facilitate access by the public.

Way Forward

2. We awarded a five-year contract in 2001 to out-source information management and processing of existing computer systems, development and administration of



Intellectual Property Department

The Government of the Hong Kong Special Administrative Region

new IT systems and office operations. The project is being implemented in phases and 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 submission of applications for trademark, patent and design registration to reduce the need for travel to the IPD office and for the use of paper;
- c. Internet publication of details of applications to replace advertising in the HKSAR Gazette (currently averaging 240 pages of paper per week);
- d. Internet access to trademark, patent and design database as opposed to on-site public search in IPD terminals to reduce the need for travel; and
- e. electronic publication of design and patent information to allow for dissemination of new technology (including environmental protection technology) freely around the world.

3. On the basis of the present schedule, Internet publication for trademark applications details will be implemented by early 2003 and Internet search of the trademark database will be available by mid 2003. Electronic submission of applications can be made by early 2004.