

# *Judiciary*

## *Environmental Report 2005-06*

### **MESSAGE** *from the Judiciary Administrator*

*I am pleased to present the seventh Environmental Report of the Judiciary. The report outlines our environmental policy, together with our environmental performance in 2005-06 and future environmental targets.*

*In 2005-06, we continued to implement various green initiatives, particularly in the conservation of energy and paper consumption, to reduce the impact on the environment. In the forthcoming year, we would continue with our effort to contribute more to environmental protection and sustainable development.*

*I hope you would enjoy reading this report and welcome your feedback to our endeavours to enable us to continually improve our performance.*

*Miss Emma Lau  
Judiciary Administrator*



## **Our Environmental Policy**

The Judiciary is committed to ensuring that our operations are conducted in an environmentally responsible manner. To realize this, we have adopted the following principles -

### **Minimization of Consumption**

By exercising the 3Rs - Reduce, Reuse and Recycle, we aim to minimize consumption of paper and make efficient use of natural resources and energy.

### **Green Purchase**

We support and promote the practice of environmentally responsible purchasing.

### **Promoting Staff Awareness**

Through periodical circulation of green notices by e-mail, holding green activities and dissemination of green messages through our Green Executives and section heads, we invite direct participation of staff in protecting the environment, and appeal for their support and contribution to achieve the environmental targets together.

## Regular Reviews

We regularly review practices and seek continuous improvement on environmental protection. We invite Green Executives to monitor the effectiveness of our green measures and suggest other green measures. We also invite venue managers to review the usage of natural resources and propose measures to cut down electricity and paper consumption.



## **Mission and Functions of the Judiciary**

The mission of the Judiciary is to maintain an independent and effective judicial system which upholds the rule of law, safeguards the rights and freedoms of the individual, and commands confidence within and outside Hong Kong.

The Judiciary is responsible for the administration of justice in Hong Kong. It has unlimited jurisdiction in all civil and criminal matters and is completely independent of the executive and legislative branches of the Government.

As at the end of 2005-06, the Judiciary has around 1,600 Judges, Judicial Officers and support staff. Our Courts, Tribunals and Magistrates' Courts are located in 13 different buildings (two of which are joint-user buildings managed by the Government Property Agency (GPA) and one is a commercial building) throughout Hong Kong.



The Judiciary contributes to the protection of the environment mainly by office-based activities. The consumption of electricity and paper has been our major concern.

To put in place an effective green management framework, the Judiciary Administrator has appointed a directorate officer - Assistant Judiciary Administrator (Corporate Services) as Green Manager to oversee the environmental issues. Two other officers have been appointed to implement day-to-day environmental management with the assistance of 42 Green Executives and a Work Improvement Team (WIT). Through venue managers and section heads, staff are consulted from time to time on the possibilities of reducing electricity and paper consumption by reviewing their workflow.



## Our Environmental Measures in 2005-06


In addition to continuing with the daily green housekeeping measures in line with the 3R principles and such initiatives as switching off lights when courtrooms/offices were not in use and inviting staff to attend training on energy saving as reported in our previous environmental reports, we also took a few other green measures in 2005-06 -


### Minimizing the Usage of Air-conditioning and Lighting

Realizing that electricity consumed for air-conditioning alone accounts for 50% of the overall electricity consumption in general, we continued to explore and implement measures to minimize the usage of air-conditioning -




Separate air-conditioning switches for individual courtrooms were installed at the High Court Building. Whilst in the past court staff were required to call the on-site staff from the Electrical and Mechanical Services Department (EMSD), who centrally maintained the provision of air-conditioning including courtrooms, to switch off air-conditioning after hearings, they could now switch off air-conditioning immediately after hearings on their own and save electricity more effectively.


 The Work Improvement Team meeting was held for venue managers to share energy saving measures, such as switching off air-conditioning in court lobbies, and to explore the possibility of adjusting the temperature at indoor areas such as offices, registries, public waiting areas and lift lobbies as appropriate.

 As regards lighting, staff were reminded to switch off lighting during lunch and after work and energy saving stickers were placed near switches of lighting.

### **Maintaining Indoor Temperature at 25.5°C**

 Following the advice from the Environment, Transport and Works Bureau of the Administration that air-conditioning system should be suitably adjusted to maintain the room temperature at 25.5°C, we have arranged temperature for law courts be set at 22°C in view of the strict observation of wearing judicial attire in courts while temperature for other areas would be set at 25.5°C.

### **Monitoring of Electricity Consumption**

 Monthly returns on electricity consumption of individual court buildings were compiled for monitoring purposes. Venue managers were alerted when significant increase in electricity consumption was noted.

## Provision of E-services and Publications



We have been exploring opportunities to provide e-services via our website. For instance, the e-Hearing Date Enquiry Service, the Labour Tribunal Appointment Booking Service and e-Pamphlets. There are also numerous forms available for downloading on our website. All these have reduced the printing requirement and paper consumption.

## Provision of Internet Facilities for Members of the Judiciary




We continued to allocate e-mail accounts and internet access for all members of the Judiciary for discharging official duties. As a result, members were able to use electronic means instead of paper for dissemination of/sharing information and communication.

Year	No. of members	Access to internet		Intranet e-mail	
		No.	%	No.	%
2004-05	1523 *	1523	100	1523	100
2005-06	1576 *	1576	100	1576	100


\* Including Judges, Judicial Officers, support staff and non-civil service contract staff.


## Reminders on Green Measures


 Green tips on how to reduce electricity and paper consumption were re-circulated to venue managers and a reminder was issued to appeal to colleagues for their support on the central recycling centres for collecting single-side used paper and envelopes for reuse and the recycling bins, which were put in place for a few years.


## Green Purchase


We support and promote the practice of environmentally responsible purchasing and the following measures were adopted in 2005-06 –

 Purchased photocopiers with energy saving mode.

 Purchased energy saving light bulbs.

 Arranged outsourcing of printing publications such as reports and booklets by environmental friendly ink.

 Recommended items with residual value for public auction for reuse or recycling at the Board of Condemnation for unserviceable inventory items.

 Through the Government Logistics Department, to return used toner and inkjet cartridges to the contractor for reuse.



## Green Activity

To encourage and inspire members of the Judiciary to directly participate in environmental protection, we organized a mikania removal activity with the Hong Kong Wetland Park.



## Anti-smoking Activity



To provide a smoke-free environment to the court users, posters were put up at smoking blackspots and a no-smoking icon was uploaded on our intranet to encourage court users and our members to refrain from smoking.

## Switching off Engines of Vehicles while Waiting

To avoid idling emissions and achieve fuel saving, our drivers were reminded to switch off engines while waiting.





## Our Environmental Performance in 2005-06

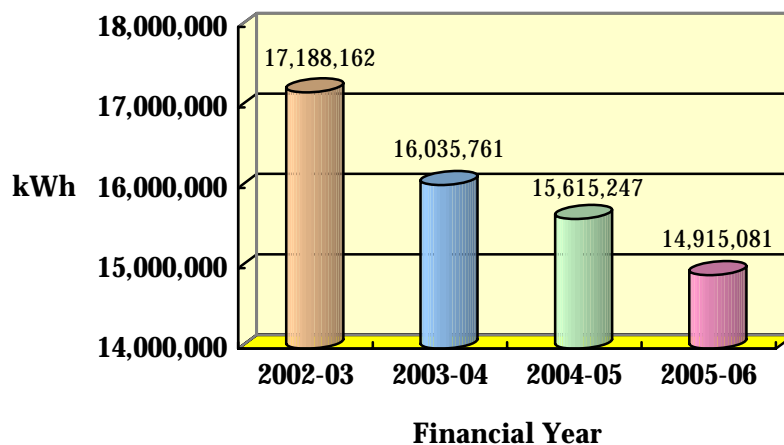


### Electricity Consumption

The Administration has set a target reduction of 4.5% by 2005-06 using 2002-03 as the base year. By actively promoting the need to conserve energy and taking measures to reduce the consumption of electricity, the total electricity consumption (in kWh) of the 11 Judiciary premises (excluding two accommodated in joint-user buildings managed by GPA) was reduced by 13.2% when compared with 2002-03. The significant reduction has greatly exceeded the Administration's target.

Target achieved

### Electricity Consumption

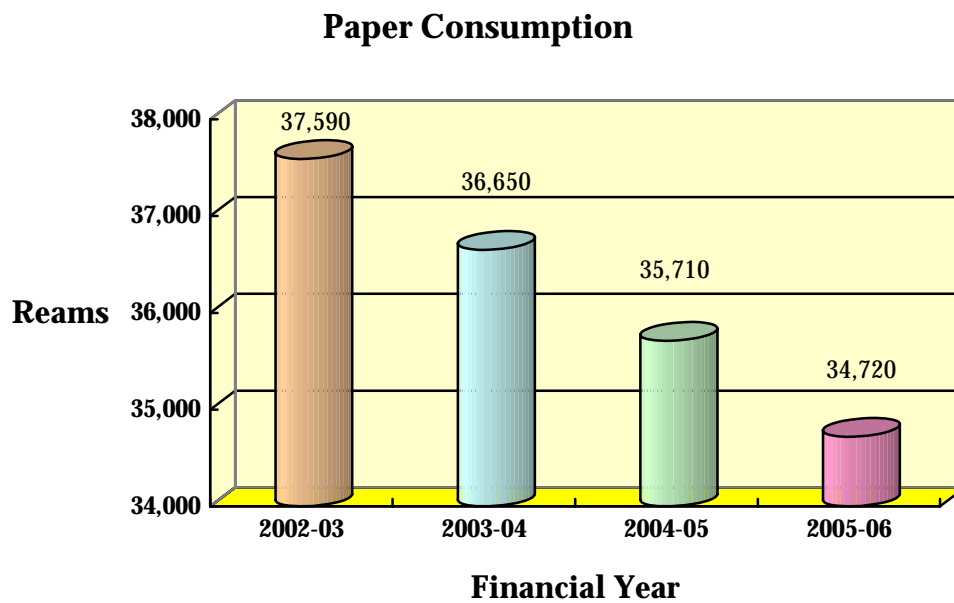




## Paper Consumption

With the efforts of all members of the Judiciary, the total paper consumption (in reams) was reduced by 7.6% when compared with 2002-03.

Target achieved





### Waste Paper Collection

The volume of waste paper collected did not meet the target set for 2005-06 (i.e. 1% increase from 2004-05). This was mainly due to the reduction in paper consumption through the increased use of electronic mails, e-correspondence/publications received from government departments and private organizations. In addition, papers used on one side which did not contain any personnel or restricted information have been reused to print documents for filing. All these have led to the reduced volume in waste papers for collection.

Since measures to increase waste paper collection would be subject to external factors including operational requirement for court cases, number of printed publications from other government departments and private organizations, the use of e-means in communication, etc., instead of setting quantitative target, we would continue to encourage colleagues to make use of waste paper collection channels as far as practicable.



## Our Environmental Targets for 2006-07

To align with the Administration's initiatives on reducing electricity, paper consumption and sustainable development, we have set the following reduction targets for 2006-07 -



Maintaining electricity consumption (Kwh per m<sup>2</sup>) not exceeding 125 Kwh / m<sup>2</sup>.



10% reduction in total paper procurement, taking 2002-03 as the base year.



Increase the use of recycled paper for non-court related documents.



To organize a recycling activity to collect usable items for donation to non-profit making organization for reuse and recycling.



## Challenge Ahead

### No-smoking Policy

The Judiciary has launched annual Judiciary-wide anti-smoking programmes since 2000 to discourage smoking within court premises. With the passage of the Smoking (Public Health) (Amendment) Ordinance on 1 January 2007, the statutory no-smoking areas has been extended to cover, among others, any indoor area in workplaces or public places. We would exercise a more stringent control on smoking acts in order to provide a smoke-free environment within all Judiciary premises and to promote a sustainable environment for Hong Kong.



## Your Comments

Your comments on this report are welcome. Please write to us at [enquiry@judiciary.gov.hk](mailto:enquiry@judiciary.gov.hk). This report is also available on our website <http://www.judiciary.gov.hk>.

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