

# **Judiciary**

## **Controlling Officer's Environmental Report 2009**

### **Content**

	Page
Introduction	2
Mission and Functions of the Judiciary	3
Environmental Policy of the Judiciary	3-4
In-house Green Initiatives	4-12
Key Environmental Performance in 2009	12-13
New Initiatives Meeting New Challenge	13-15
Key Environmental Performance Targets in 2010	15-16
Comments	16

## Introduction

This is the 11th Environmental Report of the Judiciary. This report gives an updated account of the policies and management measures with respect to environmental issues and our environmental performance in 2009. It also sets out our future green targets and challenges ahead.



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

2. 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.
3. 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 authorities and the legislature.
4. As at 31 December 2009, the Judiciary has around 160 Judges and Judicial Officers and 1,500 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) throughout Hong Kong.
5. The Judiciary contributes to the protection of the environment mainly by office-based activities. The consumption of electricity and paper is 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 the Green Manager to oversee environmental issues. Two other officers have been appointed to implement day-to-day environmental management with the assistance of 13 venue managers, 43 Green Executives as well as 62 section heads. Through them, staff are consulted from time to time on the measures for and feasibility of reducing electricity and paper consumption by reviewing their facilities and workflow.

## **Environmental Policy of the Judiciary**

6. 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 –
  - (a) Minimization of Consumption

By exercising the 5Rs – Replace, Reduce, Reuse, Recycle and Rethink – we aim to minimize consumption of energy and paper, and make efficient use of natural resources and energy.

- (b) Green Purchase  
We support and promote the practice of environmentally responsible purchasing.
- (c) Promoting Staff Awareness  
Through periodical circulation of green notices by e-mail, holding green activities and dissemination of green messages through our venue managers, 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.
- (d) Regular Reviews  
We review practices regularly and seek continuous improvement in environmental protection. We invite Green Executives and section heads to monitor the effectiveness of our green measures and put up new initiatives to enhance green practices and measures. We also mobilize venue managers to review the usage of natural resources and propose measures to cut down electricity and paper consumption.

## In-House Green Initiatives

7. In 2009, the Judiciary has continued to carry out the 5R (Replace, Reduce, Reuse, Recycle and Rethink) principles in our daily and routine housekeeping.

8. In view of our office-based nature, we focused on the following areas in our in-house green initiatives –

- (a) energy efficiency and conservation;
- (b) waste reduction and management;
- (c) water management;
- (d) indoor air quality (IAQ);
- (e) compliance with the Clean Air Charter;
- (f) paper consumption;
- (g) establishment of a green workplace/premises; and
- (h) staff awareness and participation.

9. Both housekeeping measures and retrofitting works had been conducted in order to enhance the environmental performance of court

premises. The following paragraphs summarize some of the key housekeeping measures and retrofitting works carried out in 2009.

### **Energy Efficiency and Conservation**

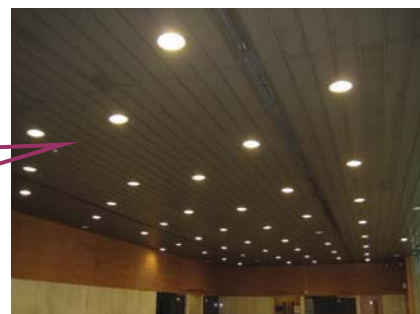
10. Air-conditioning and lighting constitute around 70% of energy consumption in the offices. We continued to adopt various practical housekeeping energy saving measures in 2009 to minimize and optimize the usage of air-conditioning and lighting in various court premises. Improvement works were also carried out in consultation with the Electrical and Mechanical Services Department (EMSD).

*(a) Improvement works*

- (i) Replacement of existing lightings by more energy efficient lightings such as down lights, LED lights, induction lights and dual lights in the High Court Building (HCB) and various Law Courts Buildings (LCBs).



LED  
lights



Induction  
lights

- (ii) Replacement of more energy efficient type lift motor for staff lifts in Shatin LCB.
- (iii) Installation of energy saving device for the air conditioning system in HCB.
- (iv) Installation of occupancy sensors in the staircases and carpark of Kowloon City (KC) LCB and in the staircases of Kwun Tong (KT) LCB.

(b) *Housekeeping measures*

- (i) We continued to set the temperature for indoor areas other than courtrooms at 25.5°C during the summer months. In cooler months, ventilation (instead of chillers) would be turned on when the temperature and humidity outdoor are lower than those indoor to maximize fresh air intake.
- (ii) Half of the lights in the office corridors in the court premises were switched off during non-office hours i.e. lunch time.

Half of the lights were turned off during non-office hours



- (iii) Air-conditioning in courtrooms and conference rooms was switched off immediately after use.
- (iv) Colleagues were encouraged to reduce use of standby mode by turning off monitors, computers, printers and photocopying machines after office hours, and to unplug equipment chargers and adapters from socket outlets when not in use.
- (v) 7-day timer switches were used to switch off shared equipment such as water dispensers automatically after office hours.
- (vi) 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 observed.
- (vii) Ways to optimize and minimize energy consumption were discussed between venue managers and EMSD during regular meetings. EMSD also facilitated venue

managers to explore improvement areas on how best energy could be efficiently utilised.

## **Waste Reduction and Management**

11. To reduce the generation of waste, we continue to adopt green procurement by supporting and promoting the practice of environmentally responsible purchasing –

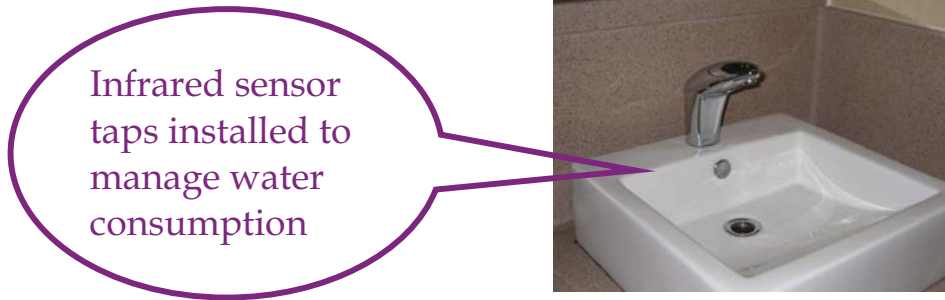
- (a) Purchased recycled paper with forestry certifications or green labels for printing and photocopying purposes.
- (b) Purchased photocopiers, fax machines, other electronic office equipment and water dispensers etc. with energy efficient labels.
- (c) Procured printers and photocopiers with built-in duplex printing units.
- (d) Procured computers and LCD monitors with international energy efficient standards and environmental criteria.
- (e) Purchased energy saving light bulbs.
- (f) Ceased the procurement of tungsten filament lamps for general lighting purposes.
- (g) Arranged printing of publications such as reports and booklets by outsourced service providers with environmental friendly ink.
- (h) Recommended items with residual value for public auction for reuse or recycling at the Board of Condemnation for unserviceable inventory items.
- (i) Returned used toners and inkjet cartridges to the contractor for reuse through the Government Logistics Department.
- (j) Procured in an environmentally friendly manner e.g. procurement of CD-roms with minimum package (i.e. without disk containers).
- (k) Included ‘trade-in option’ in quotations when procuring fax machines, photocopying machines, water dispensers and refrigerators.

12. The locations for placing of recycling bins at various places in court premises to collect recyclable materials had also been expanded.

## Water Management

13. Fresh water is a precious resource and we have tried to preserve it by adopting the following measures –

- (a) Install infrared sensor taps in both public and staff toilets of HCB by phases.



- (b) Remind colleagues to reduce water consumption and prevent water wastage.



- (c) Remind cleaning contractors, canteen and kiosk operators to conserve water usage.
- (d) Place posters and other publicity materials in prominent places (e.g. pantries and washrooms) to encourage water conservation.





## **Indoor Air Quality**

14. We aimed to achieve good IAQ, which safeguards the health of our colleagues and court users and contributes to their comfort and well-being. Air-conditioning vents were cleaned regularly to maintain good IAQ in the offices and to ensure efficient operation of the air-conditioning and ventilation systems. Regular IAQ inspections were conducted by EMSD in court premises.

## **Compliance with the Clean Air Charter**

15. We adhered to the commitments stated in the Clean Air Charter through implementation of various measures and initiatives to reduce fuel consumption and air emissions.

- (a) All our saloon cars are environmental-friendly petrol saloon cars with low emission and fuel-efficient engines.
- (b) Our drivers continued to comply with the requirement to turn off the engines while waiting and observe eco-driving practices.
- (c) Judges and Judicial Officers and support staff were encouraged to support the “Car Free Day” by using public transport instead of private vehicles on 22 September 2009.



- (d) We ensured that all the paints used by the contractor in renovation works were with low volatile organic compounds (VOC) and within the limit stipulated in the VOC Regulation under the Air Pollution Control Ordinance.
- (e) The Judiciary participated in the 2009 “Lights Out” Campaigns organised by the “World Wide Fund for Nature” and “Friends of the Earth” by switching off the lights from 8:30 pm to 9:30 pm on 23 March 2009 and from 8:00 pm to 10:00 pm on 21 June 2009 respectively.

## Paper Consumption

16. We continued to minimize paper consumption by introducing e-services and publications, providing internet and intranet facilities for members of the Judiciary, extending the use of recycled paper, using e-invitations for various ceremonies and using lighter papers for court-related documents [100 grams per m<sup>2</sup> (gsm) paper was replaced by 75 gsm type].

## Establishment of a Green Workplace/Premises

17. Greening plays an important role in building an environmentally friendly and quality working environment. We aimed to establish a green workplace for both our colleagues and court users.

- (a) The flowerbeds at the podium of the Labour Tribunal had been extended.



- (b) The Architectural Services Department (ArchSD) was engaged to carry out design work for the following greening works –
  - (i) Greening on the top of the covered walkway from the G/F main entrance of HCB to Queensway Government Offices.
  - (ii) Greening on the rooftop of the low block of HCB.

## Staff Awareness and Participation

18. To encourage staff to be more conscious about environmental protection and to stimulate their awareness and knowledge of environmental concerns, green activities, workshops and training sessions were held and provided to all members of the Judiciary. Family members were also invited to participate in some of the activities.

- (a) To encourage and inspire colleagues and their family members to directly participate in green activity, a weed removal activity was organised jointly with the Hong Kong Wetland Park.



- (b) A visit to the Education Path in EMSD Headquarters was arranged for staff and their family members to learn more about the concept of energy saving and renewable energy technologies.



- (c) Venue managers and Green Executives were invited to attend seminars on target-based green performance framework organized by the Environment Bureau, experience sharing workshops on energy saving measures organised by EMSD and in-house green management

sharing sessions to facilitate colleagues in developing best practices on environmental measures for implementation at their respective court premises.

- (d) Venue managers were invited to attend seminar on green building management and carbon audit organised by EMSD to facilitate venue managers in incorporating the concept of sustainability in building management and achieving low carbon emission at the venues under their purview.
- (e) Green tips were published in the Judiciary Staff Newsletter and circulated regularly to staff to reinforce the importance of environmental protection and sustainability.
- (f) Colleagues were encouraged to bring their own lunch boxes for take-away meals from the staff canteen. Recyclable lunch boxes are also provided in the staff canteen.



## **Key Environmental Performance in 2009**

19. We are committed to ensuring that our operations are conducted in a sustainable manner. To align with our green initiatives on reducing electricity and paper consumption, and promote sustainable development, quantitative targets for electricity and paper consumption levels were set to measure our environmental performance in 2009. With the support from members of the Judiciary, we have been able to achieve the following in 2009 –

- (a) Overall electricity consumption for existing facilities (kWh/m<sup>2</sup>), after discounting changes in activities, maintained at the same level as 2008.
- (b) The procurement of recycled papers reached 16% of total procurement, which is 1% higher than our set target.

- (c) Environmental friendly devices including LED lights, light sensors etc. were installed in various LCBs to reduce energy consumption.
- (d) Greening works were carried out in the Labour Tribunal and HCB.
- (e) Six sharing sessions and workshops were held to reinforce staff awareness.
- (f) Two green activities were held to promote staff participation on green management.

20. To keep up the momentum of energy conservation, the Judiciary has engaged EMSD to conduct three IAQ assessments for Wanchai, Eastern and KC LCBs. All these premises achieved “Good Class” grading under IAQ Certification Scheme.

21. The emission of major air pollutants, namely, sulphur dioxide (SO<sub>2</sub>) and nitrogen oxides (NO<sub>x</sub>) in 2009 maintained at 2008 level with a 1.7% drop in respirable suspended particulates (RSP).

## **New Initiatives to Meet New Challenges**

22. The Judiciary will continue to contribute to promoting energy efficiency, while bearing in mind the need to meet new challenges and the targets set for 2010. To this end, we shall enhance the overall environment in Judiciary through adopting energy conservation measures, managing IAQ, controlling carbon emission resulting from the building operation, and conserving water in existing court premises. Efforts in promoting green buildings will also be made in the design of a new LCB.

### **Energy Conservation**

23. Apart from continuing to adopt housekeeping measures, we will also enhance energy efficiency through energy saving projects. The following energy saving works would be conducted in 2010 –

- (a) To replace the existing five sets of phasing-out refrigerant air-conditioning units with environmental friendly refrigerant and high efficiency compressor, and to convert the two-way control valve to modulating control valve with electronic temperature controllers for fan coil units in the

chiller water system, to optimize the chiller performance in KCLCB.

- (b) To install differential pressure control valves in the chilled water system in the Lands Tribunal to stabilize the water distribution system, to optimize the pumping cost and reduce energy consumption by air-conditioners.
- (c) To replace flood lightings with induction lightings in HCB.

### Managing IAQ



24. Ensuring good IAQ is important as all staff spend more than 70% of their time indoors. Judiciary aims to achieve the “Good Class” IAQ under the “IAQ Certification Scheme for Offices and Public Places”<sup>1</sup> (IAQ Certification Scheme) as far as practicable for buildings with a construction floor area of more than 10,000m<sup>2</sup> each. EMSD would conduct IAQ Certification Scheme assessment for KTLCB in 2010; and continue to carry out regular IAQ inspections<sup>2</sup> for other court premises with IAQ Certification Scheme assessment conducted in phases.

### Controlling Carbon Emission



25. Climate change is one of the most important challenges facing mankind. Judiciary is embarking upon a series of measures to reduce greenhouse gas (GHG) emissions. One of the important steps is to identify, examine and report GHG emissions and removals arising from the operation of its buildings and to take appropriate actions to reduce

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<sup>1</sup> To improve IAQ and promote public awareness of the importance of IAQ, the Government has launched a voluntary IAQ Certification Scheme for Offices and Public Places, which aims to recognise good IAQ management practices; and provide incentives for owners of premises/buildings or property management companies to pursue the best level of IAQ.

<sup>2</sup> Compared to the IAQ Certification Scheme assessment, the regular IAQ inspection is a less stringent form of inspection.

such emissions. As a pilot study, a carbon audit for HCB would be conducted in 2010. Recommendations arising from the audit would be implemented in HCB in order to improve the GHG emission performance.

### Water Conservation

26. To be in line with the prevailing standard in new Government buildings, the Judiciary would use water conservation designs and devices e.g. self-closing taps, in our court premises. Infrared sensor taps would also be extended to all Judiciary premises by phases.

### Green Building Design

27. The new LCB to be constructed in West Kowloon would aim to comply with the Building Energy Codes issued by EMSD. Renewable energy technologies such as photovoltaic panels would be adopted. Elements of a green building, including green roofs, sky gardens and vertical greening etc. would also be incorporated into the building design.

## **Key Environmental Performance Targets in 2010**

28. We fully recognize the importance of environmental protection and sustainable development. To this end, we would continue to maintain good practices on green management and develop new initiatives in contributing to the betterment of the community and the world as a whole.

29. To measure the environmental performance in 2010, the following key targets are set –

- (a) To achieve a 1% saving on overall electricity consumption for existing facilities after discounting activity changes (using the electricity consumption in 2009 as the baseline).
- (b) To achieve 18% recycled paper procurement of the total procurement of paper.
- (c) To achieve ‘Good Class’ grading under IAQ Certification Scheme for IAQ assessments.

- (d) To conduct carbon audit in HCB to measure the emission of GHG.

## Comments

30. 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>.

Judiciary Administration  
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