



ENVIRONMENTAL REPORT 2006

環保 報告 二〇〇六



地政總署
Lands Department

引言

這是地政總署發表的第八份環保報告。這份報告闡明本署的環保政策以及在二〇〇六年的相關表現。本署在日常工作中十分重視環境保護及保存，並致力在員工之間培養和推廣環保文化，務求使部門上下都注重環保。歡迎讀者提出意見，好讓我們更有效地達致目標。

本署的主要職責

地政總署署長作為地政監督，領導地政總署有效推行全港的土地行政工作。本署由行政處及三個專責事務處組成，其具體的職責如下：

- **地政處**

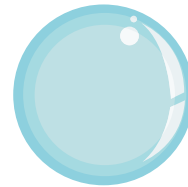
批地、土地管理、估價、執行契約條款、寮屋及土地管制、鄉村改善、維修未撥用和未批租政府土地上的人造斜坡、為落實公共工程及其他項目而徵用私人土地並清理私人和政府土地等等。

- **測繪處**

土地測量及地圖製作。

- **法律諮詢及田土轉易處**

為本署及政府其他部門提供田土轉易及法律諮詢服務。



Introduction

This is the eighth environmental report of the Lands Department. It sets out our environmental policy as well as our related performance in 2006. We attach great importance to environmental protection and preservation in our daily work, and are committed to the development and promotion of a green culture among our staff in being a Green Department. We welcome any suggestion on how we might better achieve our objectives.



Key Responsibilities of the Department

The Lands Department, with Director of Lands being the land authority, is responsible for the efficient land administration throughout the territory. It is made up of an administration office and three functional offices with specific responsibilities as follows :

- **Lands Administration Office**

Land disposal, land management, valuation, lease enforcement, squatter and land control, village improvement, maintaining man-made slopes on unallocated and unleased government land, and acquiring private land and clearing private and government land required for the implementation of public works and other projects, etc.

- **Survey and Mapping Office**

Land survey and map production.

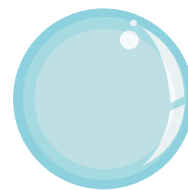
- **Legal Advisory and Conveyancing Office**

Provision of conveyancing and legal advisory services to the Department and other Government departments.

環保政策

本署履行土地行政職能時，會循下列途徑致力保護及改善環境：

- 在制訂部門政策及措施時，配合當局的環保目標；
- 在可行情況下，協調政府各部門的工作，以改善香港的環境；
- 培養員工的環保文化及意識；以及
- 奉行最佳的環保管理守則，包括在日常運作中採取節約能源措施，同時宣傳節約能源和燃料的訊息。



批地

本署透過審慎擬備批地、換地和契約修訂的租契條件，以及向政府部門撥出政府土地的工程條款，在可行的情況下提供途徑，讓政府實施與土地相關但屬法定架構以外的環保措施。本署會適當檢討相關的政策及守則，全力支持政府的環保措施。

Environmental Policy

In carrying out our land administration functions, we facilitate environmental protection and improvement by :

- formulating departmental policies and practices in line with the environmental objectives of the Administration;
- coordinating the efforts of Government departments, where possible, to improve the environment in Hong Kong;
- developing a culture of environmental protection and awareness among staff members; and
- employing best practices in green house-keeping including adoption of energy-efficient measures in daily operations and publishing information on energy and fuel use.



Land Disposal

Through conscientious drafting of lease conditions in land grants, land exchanges and lease modifications, and engineering conditions in the allocation of Government land to Government departments, we provide, where appropriate, a vehicle whereby Government may implement its environmental initiatives which are related to land but are outside the statutory framework. The Department's policy and practices in environmental initiatives are reviewed as appropriate to give full support to the Administration's environmental initiatives.

• 石油氣

本署繼續全力支持政府鼓勵車輛使用石油氣作為燃料的政策，提供了多幅附設石油氣加氣設施的加油站用地。此外，本署亦會按照需要，在加油站用地的租契內訂明條款，強制規定必須提供石油氣加氣設施。



在大嶼山東涌設立具備石油氣加氣設施的加油站
A Petrol Filling Station with LPG filling facilities in
Tung Chung, Lantau

• Liquefied petroleum gas

We continue to render full support to Government's policy initiatives with regard to Liquefied Petroleum Gas (LPG) and provide sites for petrol filling stations with LPG filling facilities. Mandatory requirements for the provision of LPG filling facilities in petrol filling station (PFS) leases will be imposed as required.

• 廢物回收用地

本署亦正與環境保護署合作，物色合適的土地供廢物回收業使用。在二〇〇六年，本署以短期租約方式出租了八幅用地予業界使用。為提供廢物管理的設施，本署與環境保護署合作，在屯門設立永久的「環保園」，供回收再造業使用。本署已把約20公頃土地撥予環境保護署作有關用途。計劃中，環保園將提供超過50幅用地予廢物回收商使用。

• 公共工程計劃

本署為鐵路發展計劃及其他公共工程計劃提供土地時，一向都會審慎考慮各項環境因素。本署會繼續適時提供所需土地，以作出配合。

• 管制土地污染

為致力減少及管制土地污染，本署在供作加油站及其他特定用途的土地契約內加入有關規定。此外，這項措施的適用範圍亦已擴及政府土地。



在將軍澳百勝角的都市固體廢物加工用地

Reprocessing of municipal solid waste area at Pak Shing Kok, Tseung Kwan O

• Sites for waste recycling

We are also working with the Environmental Protection Department to identify suitable sites for the waste recycling industry. In 2006, eight sites have been let by short term tenancy. To provide facilities for waste management, we have worked with the Environmental Protection Department to set up a permanent "EcoPark" in Tuen Mun for the recycling industry. A site of about 20 hectares has been allocated to Environmental Protection Department for the purpose. The EcoPark is intended to provide over 50 sites for use by the waste recycling operators.

• Public works projects

In the provision of land for railway development and other public projects, we have continued to pay regard to environmental factors and will continue to deliver the required land in a timely manner to facilitate such proposals.

• Control of contamination of land

We also endeavour to minimize and control the contamination of land by incorporating requirements in land leases for PFS and other specialized uses. This measure has also been further extended to Government sites.



- **樹木保護**

本署繼續在樹木保護方面擔當重要角色。本署主要通過擬備租契條件，以及審批發展和美化環境藍圖，以保護樹木。本署亦會審慎研究私人發展計劃中一切關於砍伐樹木的申請，並就移植樹木或進行代償性植樹事宜作出適當考慮。

- **街道以外的單車泊位**

本署轄下各分區地政處會把握機會聯同其他部門闢設街道以外的單車泊位，以鼓勵市民使用單車這種環保交通工具。



綠化油麻地佐敦道和彌敦道的行人路
Greening of pedestrian pavement at Jordan Road and Nathan Road, Yau Ma Tei

- **Tree preservation**

We continue to play a key role in tree preservation, mainly through drafting of lease conditions and approval of development and landscaping plans. All applications for tree felling in private development projects are carefully examined, with due consideration given to transplanting and compensatory re-planting.

- **Off-street bicycle parking**

Our District Lands Offices have joined hands with other departments in providing off-street bicycle parking spaces to encourage the use of this environmentally friendly mode of transport when the opportunity arises.

土地管理

本署的目標，是透過有效的土地管制和執行契約條款措施，改善所有未撥用政府土地及私人土地的環境質素。有關的措施如下：

- 在二〇〇六年年內，本署根據《土地(雜項條文)條例》共張貼了7 606份政府土地公告，以處理非法傾倒廢物和非法佔用政府土地的個案。此外，本署針對滋擾他人、違例建築工程和非法更改核准土地用途等情況，向有關私人土地的業主合共發出883封警告信。

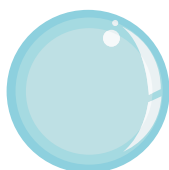


九龍土瓜灣新山道牛棚藝術村對出的政府土地
Government Land outside Cattle Depot Artist
Village, San Shan Road, To Kwa Wan, Kowloon

Land Management

Our target is to improve the environmental conditions of all unallocated Government land and private land through effective land control and lease enforcement measures as follows :

- During 2006, we posted 7 606 Government land notices under the Land (Miscellaneous Provisions) Ordinance for clearance of unauthorized dumping or occupation of Government land. We issued another 883 letters to warn private land owners in respect of nuisances, unauthorized building works or unauthorized conversion of permitted use.



- 本署除了定期為898幅政府土地剪草外，也特別為另外1 269幅土地(包括非法栽種植物黑點及非法棄置廢物地點)清理垃圾及排走積水，與政府各部門合力杜絕蚊患，以防止登革熱和日本腦炎傳播。
- 二〇〇六年，本署聯同康樂及文化事務署和民政事務總署，“綠化”了超過15公頃的空置政府土地。
- 非法開墾和栽種植物不但危害斜坡安全，還會使有關土地成為蚊蟲滋生的溫床。為此，本署透過電視和電台宣傳上述訊息，以呼籲市民支持。年內，本署成功檢控了六名非法開墾和栽種植物人士。
- 在公共街道放置吊斗收集裝修廢料及擺放舊衣物回收籠的問題叢生。為遏止情況蔓延，本署於二〇〇六年分別進行了435次巡查及5 468次清理行動。
- 本署根據強化維修計劃，在人造斜坡進行改善工程時種植灌木甚至樹木。二〇〇六年，本署在27個斜坡共種植了1 470棵灌木和10棵樹木。

施工前 Before Works



施工後 After Works



屯門小欖村護土牆編號6SW-D/R96

鞏固工程於二〇〇六年八月完成

Retaining Wall No. 6SW-D/R96, Siu Lam Village, Tuen Mun.

Strengthening Works completed in August 2006

- In addition to cutting grass on a regular basis at 898 sites on Government land, we removed rubbish and waste and drained stagnant water on another 1 269 sites including illegal cultivation blackspots and fly tipped sites, as part of Government's effort in the anti-mosquito campaign to prevent the spread of dengue fever and Japanese encephalitis.
- In conjunction with the Leisure and Cultural Services Department and the Home Affairs Department, we successfully "greened" over 15 hectares of vacant Government land in 2006.
- As illegal cultivation may endanger the stability of the slopes and provide favourable grounds for mosquitoes breeding, we broadcast messages in both television and radio to appeal to the general public for their support. We also successfully prosecuted six offenders for illegal cultivation.
- To contain the proliferation of placing skips for collection of renovation debris and cages for collection of used clothes in public streets, we conducted 435 and 5 468 inspections or clearances in 2006.
- We plant shrubs and sometimes trees during improvement works on man-made slopes under our enhanced maintenance programme. During 2006, about 1 470 shrubs and 10 trees were planted on 27 slopes.

測量及繪圖

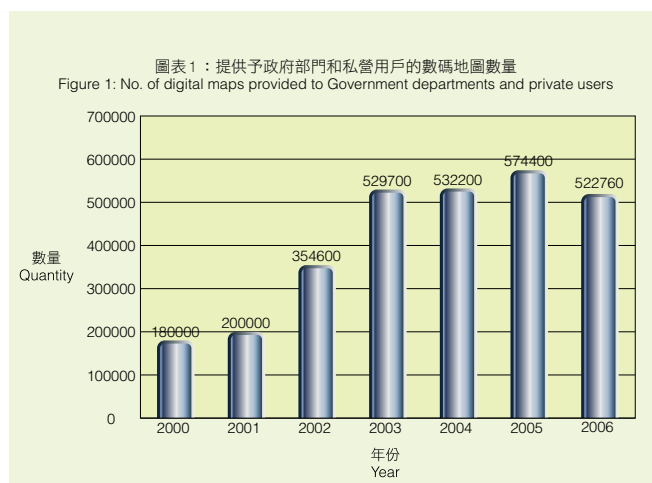
本署採取下列措施，以期減少物料、化學品和紙張的使用量，並用環保的方式提供產品和服務：

- **數碼地圖產品及測量控制點數據**

二〇〇六年，本署向政府部門和私營機構提供的數碼地圖共有522 760張。由二〇〇六年十月起，本署網站亦提供測量控制點數據，從而減省印製地圖及測量控制點數據的紙張和油墨。本署自二〇〇〇年起向政府部門及私營機構供應的數碼地圖數目列於圖表1。

- **數據發放系統**

二〇〇六年，本署開發了數據發放系統，以便以電子方式提交及發放一般的空間單位數據。數據發放系統的第一階段已於二〇〇七年二月試行運作。當這個系統正式啟用後，預計可減少使用光碟／數碼影像光碟等實體儲存媒體。



Survey and Mapping

With the following initiatives, we aim to reduce the consumption of materials, chemicals and paper, as well as providing our products and services in an environmentally friendly manner :

- **Digital Map Products and Survey Control Data**

The digital maps provided to Government departments and the private sector added up to 522 760 sheets in 2006. Survey control data have become available from the Department's website since October 2006, thus minimizing paper and ink consumption in producing hardcopies of map and survey control data. The number of digital maps supplied to Government departments and the private sector since 2000 is shown in Figure 1.

- **Data Dissemination System**

In 2006, we developed a Data Dissemination System (DDS) to facilitate the electronic submission and delivery of common spatial unit data. The first phase of DDS will be soft launched in February 2007. With the launching of DDS, it is expected that the use of physical storage media such as CDs/DVDs will be reduced.

• 地理空間信息樞紐

二〇〇六年，本署把地理空間信息樞紐推廣至超過50個政府決策局／部門。該系統乃網上信息平台，使用者可在電腦搜尋和顯示數碼地圖、航空攝影圖片和大量地理空間數據。地理空間信息樞紐同時亦方便綜合各種地理空間數據於熒幕上顯示，因此大大降低了列印所需的紙張使用量。

• ISO 14001 環境管理體系

測繪處現正開發一個符合ISO 14001 標準的環境管理體系。該體系將會融合現有的ISO 9001 質量管理體系，成為環境和質量管理體系。該計劃在二〇〇六年三月展開，現已通過體系發展的兩個階段，分別為環境體系檢討和環境管理體系發展。測繪處將於二〇〇七年十月提請為該綜合體系取得ISO 14001 認證。在環境和質量管理體系實施期間，測繪處將訂立環境指標和目標，並會定期檢討成效，以改善測繪服務的整體環保表現。



地理空間信息樞紐
Geospatial Information Hub



互聯網上的大地測量資訊
Online Geodetic Survey
Information on the Internet

• Geospatial Information Hub (GIH)

We successfully introduced the Geospatial Information Hub (GIH) to more than 50 Government bureaux/departments in 2006. GIH is a web-based information platform for searching and displaying digital maps, aerial photographs and vast amount of geospatial data on computers. It also facilitates convenient integration of various geospatial data for display on the screen. This has substantially reduced the need for paper printouts.

• ISO 14001 Environmental Management System (EMS)

The Survey and Mapping Office (SMO) is developing an environmental management system (EMS) to comply with ISO 14001. EMS will be incorporated with the existing ISO 9001 quality management system to form an environmental and quality management system (EQMS). Starting from March 2006, the project has gone through 2 stages of system development namely, the environmental system review and EMS development. The integrated system will be presented for ISO 14001 certification in October 2007. In the course of the implementation of EQMS, environmental objectives and targets will be established and achievements reviewed regularly with a view to improving the overall environmental performance in survey and mapping services.

環保管理

本署致力在工作間推廣環保文化，並已就辦公室的環保管理訂立內部守則，要求員工遵守。

• 環境管理及審核

本署的環保經理由部門主任秘書擔任，負責集中統籌、維持、檢討和加強所有環保管理措施。各辦事處的個別組別／小組亦均已委任環保主任，負責統籌和監察環保管理措施，以及鼓勵員工參與所屬辦事處的環保管理。此外，各辦事處亦已委任能源督導員，以確保辦事處嚴格推行節能措施。

環保主任亦須每季檢討和審核所屬辦事處的環保管理措施，以紙張及能源的耗用量為重點。此外，他們須確保辦事處遵行其他的環保管理措施(例如在無需使用時關掉空氣調節機組、照明及其他電力設備)。

Green House-keeping

This Department is committed to the promotion of a green culture in the workplace. We have established house rules on green office management for staff to follow.

• Environmental management and auditing

The Green Manager of this Department, who is the Departmental Secretary, provides a focal point whereby all green house-keeping initiatives can be coordinated, sustained, reviewed and strengthened. Green Executives have also been appointed in individual sections/groups of offices to coordinate and monitor green house-keeping measures and to encourage staff's participation in green house-keeping in their office. In addition, there is an Energy Warden in each office to ensure strict implementation of energy saving measures.

The Green Executives are also tasked to conduct quarterly reviews and audits of green management practices in their office, focusing mainly on paper and energy consumption. They also ensure other green management practices are followed through in the office (e.g. air conditioning units, lightings and other electrical equipment to be switched off when not required/in use).

• 經驗分享及培訓

為維持員工的環保意識，署方在二〇〇六年提供了所需的培訓。因應政府已簽署《清新空氣約章》，本署在二〇〇六年九月邀請環境保護署舉行以節約能源為主題的環保意識工作坊。此外，部分員工亦獲提名參與機電工程署舉辦的經驗分享工作坊。年內，共有44名環保主任及其助理參加了這些工作坊。本署未來會物色更多培訓機會，以推動員工參與和繼續培養環保文化。

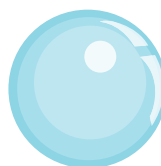
本署人員於二〇〇六年九月參加環保管理工作坊

Our staff attended a workshop on green management in September 2006



• Experience sharing and training

To sustain staff consciousness in environmental protection, we provided necessary training in 2006. In view of Government's endorsement of the Clean Air Charter, we invited the Environmental Protection Department to conduct an environmental awareness workshop mainly on the topic of energy conservation in September 2006. Some colleagues were also nominated to attend experience sharing workshops on energy efficiency organised by the Electrical and Mechanical Services Department. A total of 44 Green Executives or their assistants attended these workshops. We will identify more training opportunities in future to promote staff participation in achieving a green culture.



• 節約能源及能源的使用

我們可採取很多簡單而又不涉開支的措施來改善空氣調節、照明和電力設備的能源效益。本署會定期更新這些節約能源的環保指引，並將之納入內務通告，要求員工遵守。二〇〇六年，本署繼續實施一些既定措施，例如把空氣調節的溫度調較為攝氏25.5度，此外亦推行了下列新安排：

- 檢討是否可以拆除過多的燈泡或光管以調低公用地方的照明亮度
- 在辦公室使用高能源效益的省電燈泡
- 在獨立辦公室安裝燈光感應器，使辦公室在無人使用時自動關掉照明系統

就本署各個設有獨立電錶的辦事處而言，本署在二〇〇六年的總用電量為1 432 400千瓦／小時，與二〇〇五年的總用電量827 500千瓦／小時比較增加了約73%，主要是因為房屋署各個寮屋管制及清拆辦事處由二〇〇六年四月一日起撥歸地政總署管理。如撇除新辦事處的用電量，本署在二〇〇六年實際上節省了3.9%的用電。

本署在二〇〇七年的目標是按照環境運輸及工務局發出的指引，把用電量最少削減1.5%，並務求在其後數年逐步調高減幅。

拆除過多的燈泡或光管可適當調低公用地方的照明亮度
Illumination level in common area can be adjusted down by removing excessive bulbs or fluorescent tubes



在獨立辦公室安裝的燈光感應器可在辦公室無人使用時自動關掉照明系統
Lighting sensors installed in cellular offices would automatically switch off the lighting when the office is not in use

• Energy conservation and consumption

There are many simple and cost-free measures to improve the energy performance of our air-conditioning, lighting and energy consuming equipment. Such green tips on energy saving are updated from time to time and incorporated in our departmental circular for compliance by staff. In addition to continuously implementing some established measures such as setting air conditioning temperature at 25.5°C, we made the following new arrangements in 2006 :

- reviewing whether the illumination level in common areas can be adjusted down by removing excessive bulbs or fluorescent tubes
- using energy efficient fluorescent bulbs in the office
- installing lighting sensors in cellular offices which will automatically switch off the lighting when the office is not in use

For our offices served by separate electricity meters, our total electricity consumption in 2006 was 1 432 400 kw/h, representing an increase of about 73% when compared with the total consumption of 827 500 kw/h in 2005. This was mainly attributable to the transfer of squatter control and clearance offices from Housing Department to Lands Department from 1 April 2006. However, a saving of 3.9% is recorded for 2006 if we exclude the new offices.

Our target in 2007 is to reduce electricity consumption by at least 1.5% in accordance with the guidelines of the Environment, Transport and Works Bureau to achieve incremental reductions over the next few years.

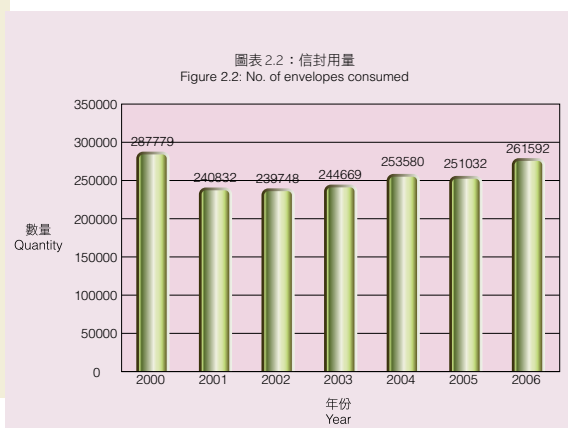
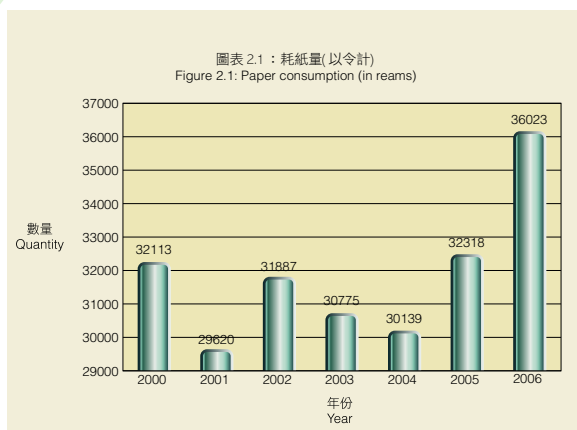
• 燃油用量

本署主要為署內車隊而使用燃油。有關汽車司機已獲發出指引，要求他們在停車等候時關掉引擎，以減少排放廢氣及節省燃油。這項措施獲得員工全力支持並予充分合作，他們在使用車輛時都遵從指引。

本署車隊在二〇〇六年共使用了271 368公升燃油，而二〇〇五年的使用量則為241 220公升。燃油使用率受多種因素影響，例如車輛數目、車齡、車輛的機械性能、車輛使用率、天氣等等。事實上，按每公里平均燃油使用率計算，本署在二〇〇六年的燃油使用率與二〇〇五年相同，均為每公里0.171公升。由於本署正考慮採購環保車輛，預計將來可在燃油使用率方面有所減省。

• 紙張及信封用量

本署自二〇〇〇年起在紙張及信封用量方面的環保表現，見圖表2.1和2.2所分別顯示的耗紙量和信封用量。與二〇〇五年比較，耗紙量和信封用量分別錄得11.5%和4.2%的增幅，主要是因為寮屋管制及清拆職務從二〇〇六年四月一日起由房屋署撥歸地政總署。其他主要原因包括本署要應付新增職務及現有工作範疇工作量的增加。本署定當竭盡所能，讓節約用紙的趨勢得以持續下去，本署並承諾在二〇〇七年節省至少2.5%的紙張及信封用量。



• Fuel consumption

The major source of fuel consumption in the Department comes from our vehicle fleet. Guidelines have been issued to our motor drivers to switch off the vehicle engines whilst waiting in order to reduce emissions and help achieve fuel saving. Our colleagues taking these vehicles have been giving full support and cooperation.

The total fuel consumption of our vehicle fleet was 271 368 litres in 2006, compared with the consumption of 241 220 in 2005. The fuel consumption rate has been affected by many factors such as strength of the vehicle fleet, vehicle age, mechanical performance of vehicles, vehicle utilisation, weather and so on. We note that in terms of average fuel consumption per kilometre, the consumption rate for 2005 and 2006 was the same, which was 0.171 litre per kilometre. With the procurement of environmentally friendly vehicles under consideration, we envisage that we would achieve some saving in fuel consumption rate in future.

• Paper and envelope consumption

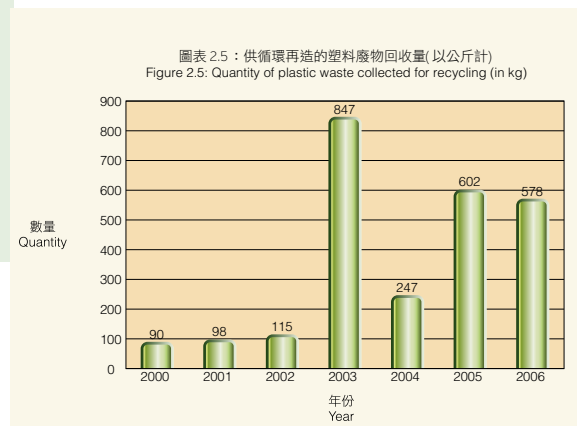
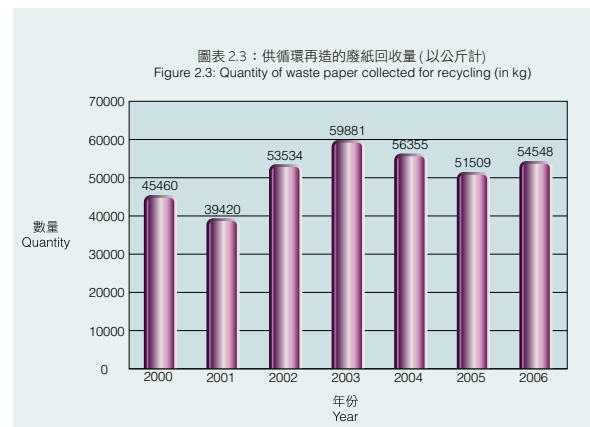
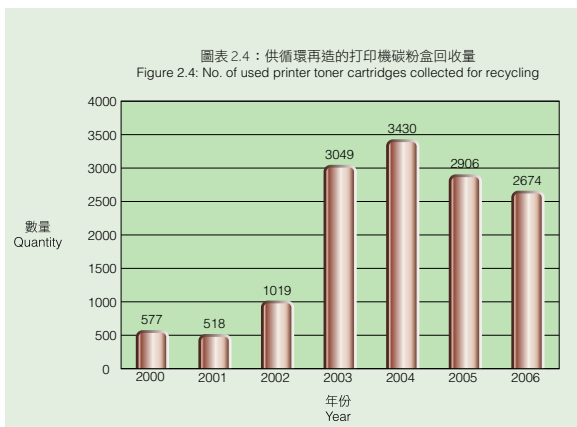
The environmental performance of this Department in terms of paper and envelope consumption since 2000 is indicated in Figure 2.1 and Figure 2.2 respectively. When compared with 2005, an increase of 11.5% and 4.2% in paper and envelope consumption was recorded respectively. This was mainly attributable to the transfer of squatter control and clearance duties from Housing Department to Lands Department from 1 April 2006. Other major factors were related to new duties and increased workload in existing areas of work. We will make our best efforts to sustain the momentum on economical use of paper and we pledge to save at least 2.5% in paper and envelope consumption in 2007.

• 廢物循環再造

二〇〇六年，本署共回收了約54 548公斤廢紙、2 674個打印機碳粉盒和578公斤塑料廢物，供循環再造。圖表2.3、2.4和2.5分別載列了這三方面的數字，以反映本署過去數年的表現。綜觀回收這些廢物以供循環再造的整體成績，確實令人鼓舞。

• 環保採購

此外，本署也採購環保產品，例如供影印文件的再造紙、鉛芯筆、充電池、以再造紙印製的名片，以及可更換替芯的改錯帶。本署會繼續實行環保採購方針，並會把握機會在可行的情況下為各辦事處引進更多環保產品。



• Waste recycling

In 2006, we collected about 54 548 kg of waste paper and 2 674 used toner cartridges for recycling. We also collected about 578 kg of plastic waste for recycling. Our performance in respect of these areas in the past years is indicated in Figures 2.3, 2.4 and 2.5 respectively. The overall trend of collecting these items for recycling has been encouraging.

• Green procurement

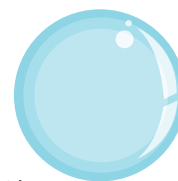
We also procure environmentally friendly products, such as recycled paper for photocopying, clutch pencils, rechargeable batteries, name cards printed on recycled paper and refillable correction taps. We will continue to practise green purchases and identify opportunities for introducing more green products in the offices whenever practicable.

索閱本報告

有興趣人士可於本署網頁(網址：<http://www.landsd.gov.hk>)瀏覽本報告。為環保起見，本署只提供少量的印刷本。

聯絡

如欲聯絡本署，歡迎傳送電郵至landsd@landsd.gov.hk或致電本署的查詢熱線2231 3294。



Availability of this Report

This Report can be viewed at the Department's website (<http://www.landsd.gov.hk>). Only a small number of printed copies are available for green management reasons.

Contact Us

You may send email to us at landsd@landsd.gov.hk or call our enquiry hotline at 2231 3294.

