

環保管理 Green Management

本處致力確保部門為市民提供的所有服務和內部運作，均按照環保法例、工作守則和《清新空氣約章》的規定，符合環保原則和常規。

The Department is committed to ensuring that all the services delivered to the public and our internal operations are conducted in compliance with environmental protection principles and practices according to the requirements under the environmental legislation, codes of practices and the Clean Air Charter as appropriate.



節約能源 善用資源

Energy conservation

Better use of resources



環保管理

Green Management

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節約能源

本處已在各分科委任能源管理員，確保有效推行內部各項節能措施。就此而言，能源管理員負責定期檢查辦事處的節約能源情況，並提醒同事需要遵守環保措施，例如啟動電腦的休眠或待機模式，以及在夏季期間把室溫調節為建議的攝氏 25.5 度。

為了進一步減少能源消耗，我們根據機電工程署為本處進行能源審核後所提出的建議，實施了若干節省能源的措施，例如減少入境處各辦公室的光管數目和更換具能源效益的 T5 光管，以減低室內亮度及用電量。由於本處的運作活動有所增加，二零一一年耗電量與二零一零年比較，輕微增加了 0.5%。

減少用紙

為了節約用紙，本處積極採用資訊科技作為對外及對內的溝通途徑。我們已在日常工作中廣泛使用電郵、互聯網、內聯網及其他電子方式溝通，亦為市民提供多項電子服務，例如網上申請及網上舉報違反入境條例罪行

等，以助減低用紙量。此外，部門的電子採購系統已全面推行，該系統不但可簡化採購程序，更可減少依賴以紙張處理採購工作的傳統方式。在員工同心協力下，二零一一年用紙量與二零一零年相比，減少了 2%。

廢物循環再用及資源回收

為提高員工和市民對廢物回收的意識，入境事務大樓自二零零八年起參與環境保護署推行的「工商業廢物源頭分類計劃」。透過廢物回收，我們相信可以讓員工和市民都日益明白到將固體廢物循環再用是達致環保生活的重要方法。

支持《清新空氣約章》

為支持《清新空氣約章》，本處致力減少部門車隊和船隊的能源消耗量和空氣污染物排放量。例如，我們會為部門車輛和船隻進行定期檢查，以盡量減少因廢氣排放而產生環境污染和造成環境滋擾。此外，我們亦鼓勵員工共用部門車輛，並在可行情況下盡量把行程合併，以便能最有效地使用車輛和減少行車里數。

Energy Conservation

Energy Wardens were appointed in each sub-division so as to ensure that the housekeeping energy conservation measures had been taken effectively. They were responsible for conducting periodical checks on office premises and reminding colleagues of the need to conform with the green measures such as activating hibernation or standby mode for computers and adjusting indoor temperature to the recommended 25.5 °C level during summer months.

In order to further reduce power consumption, a series of energy saving measures had been put forward in view of the recommendations of energy audits conducted by the Electrical and Mechanical Services Department. For example, de-lamping exercise was implemented to lower the illumination level and energy-efficient T5 florescent tubes were installed in various Immigration premises. Due to an increase in operational activities, energy consumption in 2011 slightly increased by 0.5 per cent when compared to 2010.

Minimisation of Paper Consumption

For the sake of economising the use of paper, the Department had made the best use of information technology for external and internal communication as far as possible. E-mail, internet, intranet portal and other electronic means were widely adopted in our daily operations. A number of e-Services such as online application and online reporting of immigration offences were provided for members of the public which helped save the use of paper. Moreover, the e-Procurement System which was less dependent on traditional paper-based mode had been fully launched to streamline the procurement procedures. With the concerted efforts of staff members, the paper consumption in 2011 decreased by 2 per cent when compared to 2010.

Recycling of Waste and Recovery of Resources

In view of the need to raise the awareness of staff and public on the importance of recycling of waste, the Immigration

Tower had participated in the 'Programme on Source Separation of Commercial and Industrial Waste' initiated by the Environmental Protection Department since 2008. Through reuse and recycling of solid waste, we believed that both staff and the public would become increasingly aware of the importance of these actions to lead a greener life.

Support on Clean Air Charter

In support of Clean Air Charter, great efforts had been put into reducing energy consumption and emissions of our vehicles and vessel fleet. For instance, the departmental vehicles and vessels were checked regularly so as to minimise the production of pollutants and nuisance caused by exhaust emissions. In addition, staff members were encouraged to share the pool car and combine their trips as far as practicable in order to fully utilise the vehicles and reduce mileage.

Promotion of Staff Awareness

To raise staff members' awareness of green management, the Department successfully completed a 'Green Smart Office

提高員工的環保意識

為提高員工的環保管理意識，本處舉辦了「綠『惜』工作間環保比賽」，鼓勵員工提出有效可行的措施以節省資源。比賽為期七個月，其間共舉行了45項活動，包括「無駕駛日」、「鼓勵使用樓梯」、「綠化辦公室」和「環保參觀活動」。本處在是項比賽中收集了員工對節省資源的寶貴意見和建議。

未來路向

本處會持續在內部推行切實可行的措施，在各項活動中採用環保管理準則，以及在部門落實適當的環保措施。

Competition' aiming at encouraging staff to suggest effective and practical measures to reduce the use of resources. A total of 45 activities or events had been held during a 7-month period which included 'No Driving Days', 'Encouraging the Use of Stairs', 'Greening of Office' and 'Green Visits'. Useful insights on resources conservation had been collected through the competition.

The Way Forward

The Department shall continue to apply practical housekeeping measures, adopt green management principles in all activities and implement green initiatives in the Department as appropriate.



- 1 青山灣入境事務中心的天台上裝設光伏板系統，用以收集太陽能。Photovoltaic panels have been installed on the rooftop of Castle Peak Bay Immigration Centre to collect solar energy.
- 2 本處員工積極參與環境保護署推行的「工商業廢物源頭分類計劃」。Our staff actively participate in the 'Programme on Source Separation of Commercial and Industrial Waste' initiated by the Environmental Protection Department.
- 3 深圳灣管制站的環保角張貼了溫馨提示及環保資訊，加強部門同事的環保知識。Environmental protection tips and reminders are posted at the Green Corner of Shenzhen Bay Control Point to enhance the green knowledge of the staff.
- 4 部門內聯網的「環保小天地」網站提供各種環保資訊，並向同事推廣環保措施。The Green Land intranet website provides environmental protection information and promotes green practices among staff.
- 5 深圳灣管制站的天台裝設了太陽能集熱器，將太陽能轉化成熱能。The solar thermal collectors on the rooftop of Shenzhen Bay Control Point transform solar energy into heat energy.

