

# City University of Hong Kong Environmental Policy

City University of Hong Kong is committed to the principles of sustainability, and to continual improvement of its environmental performance, recognizing its obligations both locally and globally, to the present and succeeding generations.

The University endeavours to exceed the requirements of HKSAR environmental legislation and regulations and to ensure that our operations are conducted in an environmentally responsible manner.

In achieving environmental performance improvement, the University will :

- Promote schemes for the collection of materials appropriate for recycling;
- Seek alternative ways of disposing of and reducing waste in environmentally acceptable ways;
- Re-use materials wherever practicable;
- Consider the “environmental-friendliness” of any item to be purchased;
- Distribute information in the most environmentally friendly manner possible and move towards a paperless office to the extent possible;
- Maintain all existing plant and equipment to a high standard in order to maximize efficiency and reduce unnecessary energy consumption;
- Make provisions and improvements to the built environment in the University to facilitate reduction of waste generation, water and energy consumption;
- Raise awareness among staff and students of the need for energy conservation, waste reduction, re-use and recycling through education, training and promotional campaigns; and
- Co-operate with the government and agencies to address environmental issues in general and to improve the environment of the University in particular.

## **Implementation of Strategy**

To implement the University’s environmental policy, Departments/Centres/Offices are encouraged to devise their own implementation strategy with reference to the following guidelines.

## **Guidelines on Environmental Good Practices for Departments/Centres/Offices and Individuals of CityU**

### **The 5R's in Waste Management** **(Reuse, Rethink, Restore, Reduce, Recycle)**

- Encourage 2-sided printing/photocopying;
- Re-use envelope for internal mailing;
- Use electronic mail for communication and on-line electronic filing to reduce paper usage;
- Recycle waste where appropriate (e.g., paper/carton boxes, aluminum cans, plastic bottles and laser printer cartridges);
- Use small font size and spacing in typed paper communication to the extent reasonable;
- Advertise transferable items on the University Network prior to disposal; and
- Check with FMO for availability of items before making any new purchase.

### ***Energy Conservation***

- Turn off lights when exiting;
- Switch off unnecessary lights;
- Align office partitioning and furnishing to take advantage of natural lighting;
- Install and activate energy saving software in computers;
- Switch off computers, printers, photocopiers, lighting and air-conditioning when they are not in use;
- Procure and use equipment with energy efficient features; and
- Do NOT waste potable water.

### ***Environmental Practice***

- Consider the “environmental quality” of the services and goods in procurement;
- Monitor the volume and risk level of chemicals consumed in laboratories;
- Avoid use of hazardous substances or materials wherever possible;
- Avoid use of toxic substance or material that may create special waste treatment/disposal problems; and
- Use environmentally friendly modes of transport to and from the University.

### ***Example of an Implementation Strategy: (prepared by and for CDO & FMO)***

As an example, the environmental implementation strategy of the Campus Development Office (CDO) and Facilities Management Office (FMO) are given below for reference.

## **Measures taken by CDO & FMO**

### ***Waste Reduction***

- Arrange for proper storage of waste, recycle as far as possible and employ environmentally friendly means of disposal of used oil/lubricant, clinical, chemical and radioactive wastes;
- Expand the range of materials for recycling by identifying more effective recycling agents;
- Monitor the quality of wastewater on a regular basis;
- Improve grease traps and their cleaning to minimize effluent pollution; and
- Investigate the possibility of segregating and/or re-use of waste materials from construction/renovation projects.

### ***Environmental Practice***

- Use environmentally friendly paint wherever possible;
- Monitor usage of potentially hazardous materials (such as pesticides and cleaning agents) to minimize adverse environmental impact;
- Report on waste disposal to Environmental Protection Department;
- Purchase paper products made of recycled paper as far as possible;
- Ensure that drivers switch off engines while their cars are not in driving mode on campus;
- Use environmentally friendly irrigation system on campus;
- Monitor and improve indoor air quality; and
- Encourage staff and students to adopt waste reduction and recycling practices in their daily lives through workshops, exhibition and site visits.

### **Follow-up**

Annually, Departments/Centres/Offices will each be asked to file, on a volunteer basis, an environmental report that sets out actions taken to implement the environmental policy. The Environment Committee will receive and review these reports.