

# **ENVIRONMENTAL REPORT 2023**

## **Environment and Ecology Bureau (Food Branch)**

### **PROFILE OF KEY RESPONSIBILITIES**

The Environment and Ecology Bureau (Food Branch) is responsible for policy matters relating to food safety, environmental hygiene, agriculture, fisheries, animal welfare and management.

2. The actual expenditure of The Environment and Ecology Bureau (Food Branch) in 2023-24 was about \$200 million, with an establishment of seven directorate officers and 43 non-directorate staff as at 30 June 2023.

### **ENVIRONMENTAL GOAL AND POLICY**

3. The Environment and Ecology Bureau (Food Branch) supports the HKSAR Government's initiatives to improve the environment and is committed to improving our own environmental performance by:

- (i) compliance with relevant environmental protection ordinances;
- (ii) promotion of waste reduction;
- (iii) minimising the production of environmental pollutants and/or nuisance;
- (iv) improving the general environmental conditions; and
- (v) saving of resources.

### **ENVIRONMENTAL ASPECTS AND IMPACTS**

4. The policies under the purview of Environment and Ecology Bureau (Food Branch) may have environmental impact on various aspects, including waste disposal, air pollution and conservation of the environment. Such impacts would be taken into account when drawing up the policies.

### **ENVIRONMENTAL PROTECTION MEASURES**

5. The following measures are relevant to environmental protection within the office:

#### **(i) Waste minimisation**

- use recycled paper, even for external communication
- collect papers used on one side only for drafting, photocopying or printing of single-sided file enclosures
- circulate posting notices, telephone lines, reports and consultation papers etc. through electronic means instead of using paper

- post internal circulars and other reference materials on internal bulletin board for access by staff
- send e-orientation folder, containing the soft copy of a bundle of circulars and papers, to new comers
- encourage the use of electronic means in both internal and external communication
- keep the number of paper publications and copies of circulars to the absolute minimum (e.g. by circulating only one copy to relevant staff)
- use plain paper fax machines instead of thermal paper ones
- avoid sending original documents which have been sent by fax or email
- reduce the use of fax leader sheet
- use virtual fax services
- set “double-sided” and “print in grayscale” as default printing modes for all network printers
- not to use envelopes for unclassified documents
- reuse envelopes, loose minutes jackets and action tags
- stop using paper cups and bottled water in meetings
- reduce use of greeting cards or use e-greeting cards for official purpose
- reuse decorative materials at festive seasons
- recover waste paper, newspapers and outdated publication for recycling by placing collection boxes at convenient locations
- recover printer cartridges for recycling
- use recycled printer cartridge
- implement the online booking system of conference rooms instead of keeping paper records
- review regularly the actual need against monthly supply items that have expiry dates
- collect plastics, metals, waste paper and rechargeable batteries by setting up coloured recycling boxes in common areas

## **Performance**

*Generally effective.*

### **(ii) Energy conservation**

- remind staff to switch off lights and personal computers outside office hours
- encourage staff to use staircase for inter-floor traffic
- use energy-saving fluorescent lights
- install light sensors in office and common areas
- arrange officers to conduct checking after office hours to ensure lights in offices and conference rooms and communal facilities, such as photocopiers are switched off
- use energy efficient equipment, such as power-saving photocopiers, printers and computers
- set all photocopiers to energy saving mode when they are not in use for over five minutes
- keep a reasonable room temperature to avoid excessive air-conditioning

## Performance

*Generally effective*

### (iii) Others

- remind drivers to switch off vehicle engines whilst awaiting in order to avoid idling emissions and achieve fuel saving
- display plants in offices
- use auto-sensitized water taps in toilets
- implement the Government's "Smoke-free Workplace Policy"
- use unleaded fuel for departmental cars
- encourage officers to dress light, casual and smart
- re-circulate "Energy Saving Tips" to all staff members at regular intervals
- include green specifications in quotation documents

## Performance

*Generally effective*

## ENVIRONMENTAL AWARENESS WITHIN THE BUREAU

6. To improve the environmental awareness within the Branch, an officer has been appointed as the green manager. Staff of the Branch would be encouraged to attend training/workshops on green management and will continue to identify measures, both under policy areas or within the office, to protect our environment.

## COMMITMENTS UNDER THE CLEAN AIR CHARTER

7. The Environment and Ecology Bureau (Food Branch) supports the Government's determination of improving air quality by meeting the commitments of the Clean Air Charter. The progress of commitments under the Charter relevant to our operations is reported below:

### (A) Publishing information on energy use and emissions

#### (i) Electricity

The electricity consumed by The Environment and Ecology Bureau (Food Branch) from January to December 2023 was estimated at 152,421 kWh\*. The estimated emissions of air pollutants were as follows:

Pollutants	Estimated Emissions
Sulfur Dioxide (SO <sub>2</sub> )	12kg
Nitrogen Oxides (NO <sub>x</sub> )	56kg
Respirable Suspended Particulates (RSP)	1kg

\* Please refer to the Annex for details.

**(ii) Fuel**

The total mileage travelled by the AM vehicles of our Branch from January to December 2023 was 21,726 km. The estimated emission of Nitrogen Oxides (NO<sub>x</sub>) was 20 kg.

**(B) Enhancing energy efficiency**

A number of measures have been adopted for enhancing energy efficiency. The details are reported under paragraph 5(ii).

**(C) Experience sharing**

The Branch will continue to participate in experience sharing workshops and seminars on promoting clean air.

**The Environment and Ecology Bureau (Food Branch)  
July 2024**

**Estimated Electricity Consumed by  
The Environment and Ecology Bureau (Food Branch) in 2023**

<b>Electricity Consumed (kWh)</b>			
<b>Month</b>	<b>Office at Tamar CGO</b>	<b>Office at THE HUB</b>	<b>Total</b>
<b>Jan</b>	7,943	2,082	<b>10,025</b>
<b>Feb</b>	8,665	2,308	<b>10,973</b>
<b>Mar</b>	5,838	2,626	<b>8,464</b>
<b>Apr</b>	10,876	2,977	<b>13,853</b>
<b>May</b>	8,948	4,569	<b>13,517</b>
<b>Jun</b>	9,688	5,907	<b>15,595</b>
<b>Jul</b>	9,210	6,168	<b>15,378</b>
<b>Aug</b>	9,993	5,890	<b>15,883</b>
<b>Sep</b>	9,116	4,933	<b>14,049</b>
<b>Oct</b>	8,101	3,886	<b>11,987</b>
<b>Nov</b>	8,437	3,225	<b>11,662</b>
<b>Dec</b>	8,414	2,621	<b>11,035</b>
	105,229	47,192	<b>152,421</b>