

Controlling Officer's Environmental Report 2023

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Introduction

This is the 25th 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 2023. It also sets out our green targets for 2024.

2. For information about the mission, function and organisation of the Judiciary, please visit our website at <http://www.judiciary.hk>.



Environmental Policy of the Judiciary

3. The Judiciary contributes to the protection of the environment through adopting measures that are applicable to office buildings and office-based activities, in which electricity and paper consumption are our major concerns. To ensure that our operations are conducted in an environmentally responsible manner, we have adopted the following principles –

(a) Minimisation of Consumption

By exercising the 5Rs – Replace, Reduce, Reuse, Recycle and Rethink – we aim to minimise 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 circulation of green tips by staff newsletters, holding green activities and dissemination of green messages through our venue managers, Green Executives and section/sub-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 our practices regularly and seek continuous improvement in environmental protection. We invite Green Executives and section/sub-section heads to monitor the effectiveness of our green measures and put up new initiatives to enhance green practices and measures. We also mobilise venue managers to review the usage of natural resources and propose measures to cut down electricity and paper consumption.

4. 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. In addition, two officers have been appointed to implement day-to-day environmental management measures with the assistance of venue managers, Green Executives as well as section/sub-section heads. Through their collaboration, staff are consulted from time to time on implementation of green measures, including reduction of electricity and paper consumption by improving the performance of their facilities and reviewing their workflow.

Performance and Progress on Key Environmental Reporting Areas

5. Our performance and progress of green initiatives implemented in 2023 are reported in the following six areas –

- (a) Energy Saving and Green Buildings
- (b) Waste Reduction and Recycling
- (c) Green Transport
- (d) Net Zero Electricity Generation
- (e) Carbon Management
- (f) Other Green Performance / Housekeeping Measures

A. Energy Saving and Green Buildings

6. In 2023, the Judiciary consumed 19.51 million kWh of electricity, achieving a saving of 1.12 million kWh (under comparable operating conditions in 2018). For year-on-year comparison, there is also a 1.4% saving on the overall electricity consumption for existing facilities after discounting activity changes (using the electricity consumption in 2022 as the baseline), which exceeded our target set for 2023.

7. The Judiciary embraces integration of green features in our premises to reduce energy consumption. For example, the facades of West Kowloon (“WK”) Law Courts Building (“LCB”) adopt both vertical and horizontal sun-shading to reduce heat gain, thereby optimising the efficiency of energy used for air conditioning.

8. Regular checking and maintenance of lighting and air-conditioning systems was conducted by the Electrical and Mechanical Services Department

(“EMSD”) to ensure that the systems were operated in an energy efficient condition. Moreover, our venue managers maintain a continuous dialogue with the EMSD to discuss ways to optimise and minimise energy consumption, during which areas for improvement were explored and



measures were identified. If suitable, improvement works would then be carried out in consultation with the EMSD and the Architectural Services Department (“ArchSD”). The relevant improvement works implemented in 2023 included the following –

- (a) Replacement of existing lightings by more energy efficient ones, such as Light Emitting Diode (“LED”) lightings, in the High Court Building (“HCB”), Eastern LCB, Kowloon City (“KC”) LCB, Kwun Tong (“KT”) LCB and Tuen Mun (“TM”) LCB;
- (b) Installation of timer switches and motion sensors for lighting systems in Eastern LCB; and
- (c) Replacement of aged chillers by those with better energy performance in Eastern LCB, Fanling LCB, Lands Tribunal Building and Labour Tribunal Building.

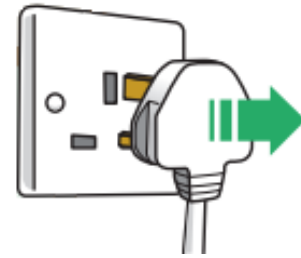
9. Apart from the above improvement works, we also adopted the following green office practices aiming at more efficient use of energy –

- (a) We continued to set the temperature for indoor office and public areas at 25.5°C during the summer months. In cooler months when the outside temperature and humidity were suitable, only ventilation (instead of chillers) would be turned on to maintain fresh air intake;



- (b) Air-conditioning and lighting in courtrooms and conference rooms was switched off immediately after use;

- (c) We regulated the operating hours of the non-essential external lighting installations in the Judiciary premises to reduce energy consumption;
- (d) Seven-day timer switches were deployed to switch off shared equipment such as water dispensers automatically after office hours;
- (e) Colleagues were encouraged to turn off monitors, computers, printers and photocopying machines after office hours, instead of leaving them in standby mode. They are also encouraged to unplug equipment chargers and adapters from socket outlets when not in use. Intelligent power bars were also used with a view to reducing the standby power of the office equipment; and
- (f) Monthly returns on electricity consumption of individual Judiciary premises were compiled for monitoring purposes. Venue managers were alerted when significant increase in electricity consumption was observed.



10. Greening also plays an important role in providing an environmentally friendly and quality environment for both our colleagues and court users. Greenery of different species was placed at various LCBs to beautify the environment. Green features, such as green roof and vertical greening on building facades, were incorporated in the building design of the WK LCB.



B. Waste Reduction and Recycling

Paper Consumption

11. One of the main sources of waste in an office-based environment is the use of paper. We continued to minimise our paper consumption by

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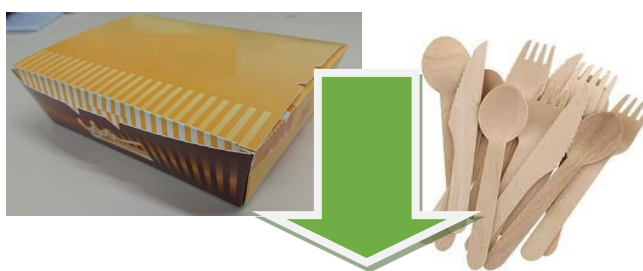
- (a) introducing e-services and e-publications, e.g. the integrated Court Case Management System in relation to Personal Injuries Action and Tax Claim, Civil Action and Employees' Compensation Case in the District Court, as well as the proceedings in the Magistrates' Courts;
- (b) providing internet and intranet facilities for members of the Judiciary;
- (c) disseminating information through intranet;
- (d) extending the use of recycled paper;
- (e) limiting photocopying to the absolute minimum;
- (f) using double-sided printing function;
- (g) making full use of the blank side of used paper;
- (h) reusing envelopes and loose minutes jackets;
- (i) using e-invitations for various ceremonies; and
- (j) reducing printing margin settings where possible.

12. Despite our aim of reducing paper consumption, we also have to acknowledge that use of paper is unavoidable in our operation. Yet, we only purchase recycled paper with forestry labels or certifications for printing and photocopying purposes. With the support of members of the Judiciary, we have been able to achieve the procurement of recycled paper at 51% of total procurement, which is 10% higher than our set target.

Waste Disposal and Recovery

13. Apart from paper consumption, we have also implemented other measures to reduce waste through better and greener office practices, covering both the operation of internal offices as well as management of areas directly accessible by public. The measures to reduce waste include —

- (a) Recommending unserviceable inventory items with residual value for public auction such that they could be reused or recycled;
- (b) Returning used toners and inkjet cartridges to contractors for reuse;
- (c) Encouraging colleagues to bring their own cups to meetings, and serving drinking water in reusable cups when hosting meetings and conferences;
- (d) Requiring catering operators in Judiciary premises to provide only reusable tableware for dine-in meals. Disposable tableware would not be provided unless there is a genuine need to use such tableware (e.g. for take-away meals), it is not provided in sets, and it is explicitly requested by the customer; and



- (e) Implementing green practices and waste avoidance measures when organising and attending events and meetings. For example, we encouraged our support staff to avoid using corsages and to reduce the use of name badges. When attending local functions and if situation and protocol permits, we would minimise presentation and acceptance of souvenirs and gifts by advising the organisers in advance. For events organised by the Judiciary, we chose materials and tableware that could be reused or recycled, kept decorations to the minimum, and avoided impractical souvenirs.

14. Apart from reduction of waste, we also encourage waste recycling. Waste separation bins have been placed in various Judiciary premises to collect recyclable materials.



15. We also require our cleansing contractors to practise recycling and use garbage bags made of degradable or recycled materials.

C. Green Transport

16. We implemented the following green transport measures with a view to reducing fuel consumption thereby contributing to cleaner air and better environment –

- (a) We included desirable vehicle emission standard in the hiring of transport services whenever practicable;
- (b) Our drivers continued to observe eco-driving practices; and
- (c) Our saloon cars were environmental-friendly with low emission and fuel-efficient engines.

17. As electric vehicles (“EVs”) have no tailpipe emissions, wider adoption of EVs in place of conventional vehicles help improve roadside air quality and reduce greenhouse gas emissions. To prepare for the use of EVs in the Judiciary fleet, we have installed EV charging stations at a number of premises. We are prepared to use EVs of suitable types and models in our fleet in the future.

D. Net Zero Electricity Generation

18. Photovoltaic panels are installed in WK LCB to tap renewable energy for use. We will continue to join hands with the EMSD to identify further enhancement measures.

E. Carbon Management

19. Carbon audits were carried out for 11 Judiciary premises. According to the carbon audits, the total greenhouse gas emission is 11 049 tonnes CO₂-e/ annum in 2023.



F. Other Green Performance / Housekeeping Measures

20. Apart from the above key environmental reporting areas, the Judiciary has also contributed to the protection of environment by implementing other green practices.

Green Procurement

21. We adopt a green procurement policy in the Judiciary by –

- (a) Including ‘trade-in option’ in quotations when procuring fax machines, photocopying machines, water dispensers and refrigerators;
- (b) Purchasing office equipment and electrical appliances, e.g. photocopiers, fax machines, computer items, water dispensers, etc. with Energy Label under the Energy Efficiency Labelling Scheme of the EMSD;
- (c) Purchasing energy saving fluorescent tubes / compact fluorescent lamps / LED lamps for general lighting purposes;



- (d) Using green stationery items supplied by the Government Logistics Department, such as refillable ball pens and recycled pencils;
- (e) Procuring in an environmentally friendly manner e.g. procurement with minimum package;
- (f) Procuring uniform made of materials free of Azo dyes, which can release carcinogenic substances; and
- (g) Adopting green specifications in purchases of products promulgated by the Environmental Protection Department (“EPD”) whenever practicable.

Water Management

22. Water is a precious resource and we have adopted the following measures with a view to preserving it –

- (a) Water conservation devices, such as dual flush cistern, urinal bowls with sensors, and sensor water taps were used in various Judiciary premises;
- (b) Colleagues were reminded to reduce water consumption and prevent water wastage. For example, posters and other publicity materials were put in prominent places (e.g. pantries and washrooms) to encourage water conservation;



- (c) Cleansing contractors and catering operators were reminded to conserve water usage; and

- (d) Rainwater recycling system was installed in the WK LCB and the harvested rainwater was used for irrigation.



Air Quality Management

23. For the health, comfort and well-being of our colleagues and court users, we aimed at achieving good indoor air quality (“IAQ”) for our premises. Apart from the full implementation of no smoking policy, air-conditioning vents and carpets were cleaned regularly to maintain good IAQ in the offices. We also ensured that the volatile organic compound (“VOC”) content in paints used by the contractors in our renovation works did not exceed the limit stipulated in the VOC Regulation under the Air Pollution Control Ordinance.

24. Assessments under “IAQ Certification Scheme for Offices and Public Places” (“IAQ Certification Scheme”) and regular IAQ inspections were conducted in various Judiciary premises. With our continued effort, Court of Final Appeal (“CFA”) Building and WK LCB have obtained the Excellent Class in IAQ Certification Scheme in 2023. We were also awarded the Good Class for HCB, Lands Tribunal Building, Labour Tribunal Building, Wanchai Tower, as well as Eastern, KT, Shatin (“ST”), Fanling, KC, Tsuen Wan (“TW”) and TM LCBs.



Staff Awareness and Participation

25. To encourage our colleagues to be more conscious about environmental protection, we have organised the following green activities, workshops and training sessions for participation by members of the Judiciary and some of the activities were for their family members as well

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- (a) A recycling activity was organised to collect usable items for donation to a non-profit making organisation for redistribution to the underprivileged;
- (b) Venue managers, Green Executives and colleagues were invited to attend seminars on Government Energy Consumption Reporting and Monitoring organised by the EMSD. They were also invited to join green management sharing sessions to facilitate them in developing best green practices for implementation in their respective Judiciary premises;
- (c) Green tips were published in the Judiciary Staff Newsletter to reinforce the importance of environmental protection and sustainability;
- (d) Colleagues were encouraged to bring their own lunch boxes for take-away meals from the staff canteen;
- (e) To promote energy efficiency and conservation, the Judiciary participated in the “2023 Earth Hour” (i.e. Lights Out Campaign) organised by the “World Wide Fund for Nature” by switching off the non-essential lighting from 8:30 pm to 9:30 pm on 25 March 2023; and
- (f) We participated in the Pilot Scheme on Collection and Recycling Services of Plastic Recyclable Materials rolled out by the EPD for CFA Building, HCB and TW, ST, KT, WK and TM LCBs. These premises have established a collection network with the awarded contractor for plastic waste recycling.



26. To raise awareness of a sustainability-conscious lifestyle and to promote green living, we adopted conservation-conscious menus in official entertainment functions by excluding shark fin, bluefin tuna, black moss and their related food items in the menus of official entertainment functions.

Targets for 2024

27. We fully recognise the importance of environmental protection and sustainable development. We will continue to maintain good practices on green management and implement new initiatives identified to reduce the overall impact on the environment.

28. To measure the environmental performance in 2024, 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 2023 as the baseline);
- (b) To achieve 42% recycled paper procurement of the total paper procurement;
- (c) To achieve “Good Class” grading or above in the issue and renewal of IAQ Certificates under IAQ Certification Scheme, and to carry out regular IAQ inspections for various Judiciary premises; and
- (d) To continue implementing energy saving projects and installing environmental friendly devices to reduce energy consumption and greenhouse gas emissions in the Judiciary premises in consultation with the ArchSD and the EMSD.

Comments

29. Your comments on this report are welcome. Please write to us at enquiry@judiciary.hk. This report is also available on our website <http://www.judiciary.hk/>.



Judiciary Administration
January 2025