

Programme on Source Separation of Commercial & Industrial Waste

THE HONG KONG ASSOCIATION OF
PROPERTY MANAGEMENT COMPANIES
香港物業管理公司協會

環境保護署

Environmental Protection Department

MESSAGE

Anissa Wong Sean-ye, JP
Permanent Secretary for the
Environment /
Director of Environmental Protection

Hong Kong is running out of landfill space and we must all do more to reduce and recycle our waste. Statistics for 2007 show that Hong Kong generated over 9,000 tonnes of municipal solid waste each day that needed to be properly disposed of. This amount can fill three Olympic-sized swimming pools.

The source separation of domestic waste programme initiated by the Environmental Protection Department since January 2005 has helped to reduce the amount of domestic waste requiring disposal. The amount of domestic waste for disposal in 2006 and 2007 dropped by 2.8% and 4% respectively as compared with the year before. For commercial and industrial waste, in spite of continuous high level of recovery in excess of 60% over the years, there has been a rising trend in the generation and disposal of such waste in the past few years due to economic growth. In view of this and with the experience drawn from source separation of domestic waste, a source separation programme for commercial and industrial waste was launched in October 2007.

The new programme has received positive response from the property management sector. As at January 2008, some 350 buildings have signed up to join the programme, covering many types of commercial and industrial buildings including

Government office buildings, shopping centres, car parks and warehouses etc.

The new programme aims to give recognition and commendation to participating buildings and related parties for implementing source separation and serving as role models for others to follow. The programme also aims to promote continuous improvement in waste separation practices in the participating buildings to further increase the amount of recyclables collected for recycling. By playing a part in the source separation programme of their building, business tenants could fulfill their social responsibility which would in turn enhance their corporate image.

The Government is tackling the waste problem on all fronts. We are urging the public to generate less waste in the first place and facilitating them to recycle more waste at source. With source separation of domestic, commercial and industrial waste in place, the public can now participate in waste separation and recycling both at home and at work.

I would like to extend my warmest congratulations to the commercial and industrial buildings receiving commendations and certificates today. I also appeal to everyone in the community to join hands to support waste reduction and recovery to help solve our waste problem.

Kendrew CY Leung
President
The Hong Kong Association of
Property Management Companies

MESSAGE

On behalf of The Hong Kong Association of Property Management Companies, I would like to extend my sincere congratulations and full support to the Environmental Protection Department on the Source Separation of Commercial and Industrial Waste Campaign.

Environmental Protection Department has always endeavored to establish Hong Kong as a healthy and fresh environment by implementing various environmental protection plans and campaigns. As members of the property management industry, we are pleased to take the lead in promoting environmental protection in the field, hence, we fully support the Source Separation of Commercial and Industrial Waste Campaign.

May we wish Environmental Protection Department every success in its future initiatives and endeavors to build a Green City!

Good response to waste program

Around the world today people are suffering disasters that are actually caused by lack of care for the environment.

Industrialization, urbanization, modernization and globalization are the "culprits" that threaten the environment as they move faster than governments can educate people on environmental protection.

But there can be no more excuses. Developed countries not only possess resources to save the planet, but they also have the responsibility to stop the destruction.

These days, many companies assiduously observe corporate social responsibility, especially in areas related to environmental protection.

Regardless of the relatively higher rate of recycling, the industrial and commercial

waste in Hong Kong increased by 16% in 2007 compared to the previous years.

Responding to such conditions and atmosphere, the Environmental Protection Department (EPD) launched the "Programme on Source Separation of Commercial and Industrial Waste" in 2007. Source separation of waste is easy yet effective. It is one of the easiest ways to help solve environmental issues.

Following the promising path of the earlier "Programme on Source Separation of Domestic Waste," the two programs are proposed to complement each other, encouraging members of the public to participate in waste separation and recycling both at home and in the workplace with ease.

The new "Programme on Source Separation of Commercial and Industrial Waste" aims to encourage the property management sector within the commercial and industrial premises to undertake initiatives to set up and implement proper mechanisms to separate and recover waste. Under the scheme, the commercial and industrial premises will help the tenants or occupants to practice waste separation and recycling in the workplace effectively.

Since October 2007, the new and flexible program has met with a positive response, with over 350 applications received, including office building, malls industrial buildings, government buildings and government car parks. In order to publicize this new program to the general public and respective parties from the property man-

agement sectors. EPD specially designed a series of web pages, introducing and describing the program from different perspectives.

Some useful resources and cases to illustrate successful examples of how to implement source separation in different types of commercial and industrial building can also be found on the website.

To acknowledge the effort of the commercial and industrial premises. EPD will give a certificate presentation ceremony at the Hong Kong Convention and Exhibition Centre later today. To facilitate an experience sharing milieu, there will also be discussion forums on reducing and recycling commercial and industrial waste.

Building a pollution-free society requires the contribution of all parties across different segments of society. Healthy, "green living" should not be a dream if each and every citizen in Hong Kong cares.

The benefits of Eco-Business

Corporate Benefits:

- Compliance with environmental requirements
- Cost savings
- Improved productivity & competitiveness
- Improved corporate image and customers recognition

Environmental and Community Benefits:

- Increased environmental awareness
- Protection of finite resources
- Reduced pollution impacts
- Improved global environment
- International recognition of Hong Kong's environmental efforts

For more information, please visit

<http://www.wastereduction.gov.hk/>

Email: recycling_helpline@epd.gov.hk

Tel: 2872 1716

Fax: 2872 0389

Programme on Source Separation of Commercial & Industrial Waste

Learn source separation from the models

Case Studies 1 Being green and charitable

Offering free one-stop service, Cheung Kong Center Property Management Limited provides waste cleansing, collection and delivery services to its tenants. The management company, through its wide exposure and connection points, actively encourages environmental protection, which in turn helps to make a better and greener society.

“By participating in the Programme on Source Separation of Commercial & Industrial Waste, we wish to set up an interactive platform for the management office and its tenants to share experiences on source separation, recycling and other environmental issues with professionals across different sectors,” said Edmond Leung, Building Manager of Cheung Kong Center Property Management Limited. “Only with a common goal can the development of environmental protection in Hong Kong reach a higher level.”

The Management Office is confident that the Programme can gather forces from all industries, to achieve reasonable, practical and efficient measures for source separation of waste, and finally achieve reduction of unnecessary waste.

Waste handled by the company mainly includes waste paper, aluminum cans, plastic bottles, glass bottles, metals, rechargeable batteries and toner cartridges. Of these, waste paper contributes the highest percentage. The special “Renewable Resources Collection and Recycling Center” handle further sorting, compaction and baling.

“Recyclable” and “Waste” are precisely sorted, handled and transported separately to

avoid cross-contamination which would reduce the value of recyclable materials. On average, approximately 30 tonnes of materials are successfully recovered each month through source separation.

To further effectiveness of the campaign, the Management Office pays visits to tenants to promote various measures and agendas, discussing with them environmental-related issues. Notices also play a significant role in raising the tenants’ awareness of the idea of green offices.

The Management Office also invites guests from government departments for seminars to deliver the most updated environmental protection news, concepts, and technology. Through various activities, the company wishes to raise the awareness of tenants to environmental protection, as well as helping them to apply their environmental knowledge in their daily lives.

Since 1998, the Management Office has conducted recycling programs. As time passes, the Office continues to evaluate and amend its schemes for the betterment of the building and society as a whole. The flexibility of the program has greatly reduced the time tenants need to spend taking part in the scheme, which is another reason why it is so well received.

Reviewing the current situation, the Management Office believes both commercial and industrial enterprises have established measurable new understanding of the green ideal. As the concept is better understood, more companies are willing to invest in environmental protection. Still, the Office plans more multi-dimensional and flexible facilities to achieve a better outcome.

For the near future, the Management Office wishes to see more tenants actively participating in environment protection. The Office is now studying ways to reuse or to arrange for donation of used office equipment and furniture to suitable charitable organizations, so as to reduce unnecessary waste as well as contribute to society.

“We hope the idea of green living will spread to every corner of our society, and that more property management companies will join the programs organized by the EPD, to help Hong Kong establish a cleaner position in her green mission,” concluding Leung.

Case Studies 2

Environmental protection through education and rules

Metro City Plaza II is another shopping mall that deserves mentioning. Tenants of the Plaza strictly follow the environmental regulations and renovation policies as stipulated in the fitting-out guide.

Goodwill has always been highly aware of environmental protection. In 2003, Metro City Plaza II reached the environmental management standard and was accredited ISO14001 (Environmental Management System) by the HKQAA.

Under the growing trend and social recognition of the importance of environmen-

tal protection, property management companies have implemented the processing of different kinds of waste. Being the largest shopping mall in Tseung Kwan O, Metro City Plaza II has enrolled in the “Source Separation Programme for Commercial & Industrial Waste” to promote the awareness of environmental protection in the district and to show a sense of corporate social responsibility.

“Through the proactive participation of the Source Separation Programme for Commercial & Industrial Waste,” said Andy Chan, Senior Estate Manager, “Goodwill lines up with commercial enterprises to strive for the common goal of environmental protection. Not only does it set up standards and benchmark, it also allows experience sharing amongst practitioners in the industry to look for further improvement.”

The waste collected in the Plaza are mainly wet (e.g. food from restaurants) and dry (e.g. wrapping paper from retailers) refuses. The Plaza will separate the waste into three categories; reusable, recyclable, and non-recyclable. The reusable articles will be labeled and shelved according to different sources. The recyclable items will

also be source-separated and labeled, and will be collected at regular intervals. The non-recyclable waste will be handled appropriately and sent to landfills.

According to the data collected, waste paper has accounted up to 99% of the recyclable waste in the Plaza while the remaining are plastic bottles and aluminum cans.

Precaution is always better than cure. Education is of utmost importance in bringing a programme to a real success. Realizing this, Goodwill is enthusiastic in conveying the message of environmental protection during meetings and conferences. Their staff are very positive and active in the recycling programs. The green awareness of their staff and tenants is high, leading to encouraging result. Compared to 2006, the total volume of recycled items for the Plaza has been greatly increased by 7.7% in 2007, with over 300 metric tons of waste.

With the proactive policy adopted by the government and the methods of private sectors, Chan believes that the awareness and role of commercial enterprises towards green living have been notably uplifted. Yet due to the limited space in Hong Kong, the government is facing challenges in

waste handling for commercial and industrial buildings.

Apart from source separation, Goodwill is also well aware of the value of energy conservation. The series of energy conservation measures adopted are another good vehicle for environmental protection. The Company envisions that new buildings will also participate in the meaningful Programme.

Case Studies 3

Environmental protection from the heart

If you do a job wholeheartedly, the result will be convincing and striking. Hong Yip Service Co. Ltd. has always been enthusiastic about environmental protection with the intention of contributing to create a healthier and greener society.

With the environmental strategies of “always comply with environmental legislation to prevent pollution and make the best use of resources to minimize the generation of waste in our operations.” some properties under the management of Hong Yip have attained high levels of environmental management systems and are accredited with ISO14001 certification. They include New Tech Plaza, Wonderland Villas, The Parcville and Beneville.

To achieve excellent standards, Hong Yip places strong emphasis on handling the details of daily operation. Trusting the positive impact of environmental campaigns, the company is keen to promote source separation of waste. Not only does source separation enhance the recycling outcome, but it also makes the whole process more effective, thereby reducing the time for waste handling and enhancing the general cleanliness of the buildings.

As soon as the EPD announced the Source Separation Programme for Commercial & Industrial Waste, Hong Yip im-

mediately encouraged the properties under its management to participate in the Programme. New Tech Plaza is one of them.

“In the past, people were only aware of source separation for domestic waste. The general public is less aware of the recycling possibility of waste at workplaces other than the common waste such as waste paper and bottles” said Alice Lam, Area Manager of Hong Yip Service Co. Ltd.

“Now, with this newly launched program, an increasing number of tenants have developed a more empathetic understanding towards environmental protection,” she said. “Most importantly, they are now more conscious of the importance of supporting green work as a collective force.”

Different properties produce different kinds of waste. In New Tech Plaza, waste includes waste paper, old corrugated cardboard, metal and plastic containers, toner cartridges, discs, garments and textiles, books, batteries, computers, and small electric appliances. Waste paper and garments were some of the most common waste found in the building.

To establish an organized system for handling waste, the management office not only provides stacked recycling bins on each floor to collect common recyclable items, but also arranges staff and cleaners to col-

lect bulky items promptly and effectively at designated areas. Tailor-made recycling bins for multiple waste types were also set up in an assessable area of cargo lift lobby.

The collected waste is taken to the recyclers and usable items such as clothes and garments will be donated to charities.

Every year, the property management office organizes thematic recycling schemes to collect special or seasonal items such as clothes and garments, metal containers, books and mooncake boxes, on top of the routine recovery arrangement.

In addition, the management office always updates information posted on the environment notice board and holds regular seminars and exhibitions.

“We strongly believe that the collection volume should not be the ultimate goal. Our pressing concern is to help tenants understand the genuine meaning of the recycling programs,” said Lam. “After a period of time, tenants will understand how to handle different kinds of waste and the usage of the recyclable items, thus themselves creating good habits of source separation and waste reduction.”

In the future, New Tech Plaza aims to increase the number of categories of recycling items, and to strengthen its recycling services for tenants. The collected semi-finished products could be for charity use, thus raising the value of the recycled goods.

Lam gave The Standard a noteworthy example that demonstrates the enthusiasm of their clients and the management office. “Upon one tenant’s individual offer to donate 1.8 tons of needle pulling threads, our staff ardently called scores of charities within a day. Finally, the unwanted threads were accepted by charities and one of them which is a sheltered workshop had wondrously turned into scarves within a short period of time for charity fund raising.” This is a story of an environmental campaign that is both green and warm.

Programme on Source Separation of Commercial & Industrial Waste

LIST OF PROPERTIES AND BUILDINGS RECEIVING CERTIFICATE

PROPERTY MANAGEMENT COMPANT	NAME OF BUILDING		
Airport Authority Hong Kong	HKIA Tower		
Cheung Kong Center Property Management Ltd.	• Cheung Kong Center		
China Resources Property Management Ltd.	• China Resources Building		
Citybase Property Management Ltd.	• Banyan Mall • Guardforce Centre • Kwai Wu Industrial Building • Office of the Commissioner of the Ministry of Foreign Affairs of the People's Republic of China in the Hong Kong Special Administrative Region	• Chanway Centre • Harbour Centre Tower 2 • Leader Industrial Centre • The Metropolis Mall • Vanta Industrial Centre	• Fo Tan Industrial Centre • Hong Kong Spinners Industrial Building Phase V • Richwealth Industrial Building • The Metropolis Tower
Goodwell-Fortune Property Services Ltd.	• Household Centre		
Goodwill Management Ltd.	• Metro City Plaza 2	• The Trend Plaza	
Guardian Property Management Ltd.	• Tai Ping Industrial Centre Bloch 1,2&3		
Hang Yick Properties Management Limited	• Beverley Commercial Centre • Hermes Commercial Centre • Houston Industrial Building • Royal Commercial Centre • Wing Hing Industrial Building	• Fu Lee Commercial Building • Hing Lee Commercial Building • King's Commercial Building • Siu Wai Industrial Centre • Winning Commercial Building	• Gold Way Industrial Centre • Hip Kwan Commercial Building • Rightful Centre • Sun Fai Commercial Centre
Harriman Property Management Ltd	• Cable TV Tower • Metro Loft	• Delta House	• Grandtech Centre
Hong Kong Aircraft Engineering Company Ltd.	• Hong Kong Aircraft Engineering Company Ltd.		
Hong Yip Service Co Ltd.	• 67Argyle Street • Angel Tower • Camelpaint Building Block I&II • Cardinal Commercial Building • Chatham Commercial Building • Chivas Godown • Crown Industrial Building • Effort Industrial Building • Epoch Industrial Building • Fu Cheong Centre • Global Trade Centre • Hang Cheong Factory Building • High Fashion Centre • Hong Kong Spinners Industrial Building, Phase I,II&IV • Hoplite Industrial Centre • Kailey Industrial Centre • Knutsford Commercial Building • Kwai Sing Centre • Lucida Industrial Building • Mai Wo Industrial Building • New City Centre • New Trade Plaza • Precious Industrial Centre • Rise Commercial Building • Shatin Industrial Centre • Sunwise Industrial Building • Tai Tak Industrial Building • Tonic Industrial Centre • Tsuen Wan Plaza • Vogue Centre • Wang Kwong Industrial Building • Wing Sing Commercial Building • Yale Industrial Centre	• Advanced Technology Centre • Ardour Centre • Camelpaint Building Block III • Chai Wan Industrial Centre • Cheung Kong Factory Building • Comet Commercial Building • DECCA Industrial Centre • Energy Industrial Centre • Everest Industrial Centre • Garment Centre • Grand City Plaza • Hang Fat Industrial Building • Hing Wah Centre Hi-tech Industrial Centre • Honour Industrial Centre • Hung Cheong Factory Building • Kenning Industrial Building • Kowloon Investment Company Limited Building • Lai Cheong Factory Building • Mai Luen Industrial Building • Minden Avenue • New Commerce Centre • Peninsula Tower • Premier Centre • Ryoden Industrial Centre • Sun Cheong (Liberal) Factory Building • Tai Cheung Industrial Centre • Thriving Industrial Centre • Trust Centre • Valiant Industrial Centre • Wah Sing Industrial Building • Waylee Industrial Centre • Witty Commercial Building • Yan Fook Centre	• Air Goal Cargo Building • Aster Court Shopping Centre • Cammer Commercial Building • Charm Centre • Cheung Lung Industrial Building • Comweb Plaza • Eastern Harbour Centre • Entrepot Centre • Ginza Centre • Ginza Plaza • Grandeur Shopping Arcade • Hang Fung Industrial Building • Hong Kong Industrial Centre Block A,B&C • Hop Hing Industrial Building • International Trade Centre • Kentucky Industrial Building • K-Point(Kam Wah Garden) • Lee Hang Industrial Building • Mai Wah Industrial Building • MPM • New Tech Plaza • Pioneer Industrial Building • Proficient Industrial Centre • Safety Godown Industrial Building • Sunrise Industrial Building • Tai Shing Industrial Building • Times Tower • Tsuen Kam Centre • Viger Industrial Building • Wah Wing Industrial Building • Wealthy Industrial Building • Wonderland Villas Commercial Complex • Yip Fung Industrial Building
Hospital Authority Head Office (Adm.)	• Kowloon Hospital Authority Building		
Island Place (Management)Ltd.	• Island Place Tower		
Jones Lang LaSalle Management Services Ltd.	• YKK Building		
Kai Shing Management Services Ltd.	• Grand Century Place (Office) • Millennium City I • Millennium City VI • Transport Plaza	• Grand Century Place(Plaza) • Millennium City II • New Jade Garden Shopping Arcade • Yuen Long Land Mark	• Metroplaza • Millennium City III • Sun Yuen Long Centre • Yuen Long Plaza
Main Shine Development Ltd.	• Nanfung Industrial City	• Ricky Centre	
Panda Place Management Ltd.	• Panda Place		
Premier Management Service (MTRCL)	• Two International Finance Centre		
Regentville Estate Management Company Ltd.	• Regentville Shopping Mall		
Savills Property Management Ltd.	• Eastern Law Court Building • North Point Fire Station Fire Service Building • Revenue Tower • Wu Chung House (Government Offices)	• Ever Gain Plaza • North Point Government Offices • Southern Centre	• Immigration Tower • Oi Kwan Court • Wanchai Tower
Shui On Centre Property Management Ltd.	• Shui On Centre		
Shun Tak Property Management Ltd.	• Shun Tak Centre		
Sino Estates Management Ltd.	• 148 Electric Road • Clifford Centre • Corporation Square • Fullerton Centre • Kowloon Plaza • Mansfield Industrial Centre • Metro Centre II • Olympian City 2 • Parklane Centre • Services Centre • Skyline Tower • Tsim Sha Tsui Centre • Westin Centre	• Chai Wan Industrial City Phase I • Cornell Centre • Empire Centre • Future Plaza • Kwun Tong Harbour Plaza • Marina House • Oceania Height • Pacific Trade Centre • Remington Centre • Shatin Galleria • Sunley Centre • Tsing Yi Square • Westley Square	• Chai Wan Industrial City Phase II • Corporation Park • Far East Finance Centre • Hong Kong Pacific Centre • Leader Industrial Centre • Metro Centre I • Olympian City I • Pan Asia Centre • Ritz Plaza • Sino Industrial Plaza • Technology Park • Waterside Plaza • Yau Tong Industrial Ctiy
Stratton Property Management Ltd.	• United Centre		
Swire Properties Management Ltd.	• Festival Walk	• Pacific Place	• Tai Koo Place (include Cambridge House, Devon House, Dorset House, Lincoln House, Warwick House, Somerset House, Cornwall House& Oxford House
Swire STTA Waste Services Limited	• Environmental Infrastructure Division Administrative Building, Environmental Protection Department		
The Hong Kong and China Gas Company Limited(Towngas)	• The Hong Kong and China Gas Company Limited(Headquarters)		
Urban Property Management Ltd.	• Kaiser Estate Phase I,II&III • Wah Luen Industrial centre	• Kwai Fong Commercial Centre • World Peace Centre	• Ming Pao Industrial Centre • Yan Chai Hospital Sheung Wan Rehabilitation Service Centre