Programme on Source Separation of Commercial & Industrial Waste

Model Member : Two International Finance Centre

“Provide flexible, on-site and tailor-made waste collection and recovery services to tenants. Provision of recovery facilities at each floor, designated area to handle recovered materials. To make the overall waste recovery mechanism swift, convenient, systematic and highly efficient.”

Background Information
- District: Central
- Building Type: Office
- Property management company: Premier Plus
- No. of storeys and units: 88 storeys; approx. 1,400 units
- Total floor area: approx. 186,000 sq.m

Waste Separation & Recycling Mode
- Property Management Office provided one-stop-shop services that covered cleansing, waste collection, separation and recovery to the premises of each tenant
- In order to maximise the range of recyclable species and waste recovery, recycle bins were installed at each floor to promote source separation
- Besides relying on the tenants for separating recyclable from waste, an additional level of sorting was introduced – cleaners would screen bags of garbage arriving at the refuse room. Experienced cleaners could pick out those garbage bags that may contain recyclable materials for further inspection and recovery
- Recyclables separated and collected were sent to “Resources Collection and Recycling Centre” for further sorting, compaction and baling. Recyclers sent trucks to collect them when accumulated to sufficient quantity
In order to encourage the tenants to recycle waste papers, the Property Management Office arranged special services to shred unwanted confidential documents. Confidential documents to be disposed of was passed to a special team designated to perform shredding in a restricted area and recycled afterwards.

Spent fluorescent lamps and other mercury-containing lamps arising from the building were collected, properly stored and delivered to Government’s Chemical Waste Treatment Centre to render them harmless and recover the mercury.

Alongside the routine items, the property management office conducted various thematic recycling campaigns throughout the year e.g. ad hoc collection of mooncake containers and furniture.

Communication and Publicity
- Circulars / notices were issued to regularly update the tenants on the news and knowledge related to environmental protection.
- Networking was important. Property Management Office tried to maintain close and regular contact with staff of various tenants who had been assigned the duties to look after environmental matters.

Results and Achievements
- Scope of materials being recovered included items found in a typical office setting: e.g. paper, plastics, metals, toner cartridges, etc.
- Through source separation, an average of about 13 tonnes of materials were successfully recovered each month.
- Assessed and certified as complying the ISO14001:2004 requirements in 2005.

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