

# 7

Chapter 第七章

环境保护

Environmental Protection



惩教院所绿化设施。  
Green facility lights up institution.

## 环境目标

惩教署的职责是为在囚人士提供安全及合乎人道的羁押环境，使囚犯及所员于获释后易于重投社会。在这个政策目标的规范下，本署亦致力成为一个环保部门，务求透过各种环保管理及运作措施，不断改进本身在环保方面的表现。

## 环保政策

为致力落实环境保护工作，本署遵守以下原则：

- (a) 新惩教院所均全面遵照环保法例设计和建造，以尽量减低对环境的影响。
- (b) 现时所有惩教院所的运作将按照法定的环保要求，在可能情况下力臻完善。辖下院所如有未符环保标准的旧建筑物或过时设施，本署会进行重建或改善。

## Environmental Goal

We are tasked with providing a safe and humane environment for the custody of prisoners and to facilitate their reintegration into the community upon their release. Within the framework of this policy objective, we are also committed to be an environmentally responsible department which strides for continuous improvement in its environmental performance through green management and operational measures.

## Environmental Policy

In pursuance of our commitment to environmental protection, we adopt the following principles:

- (a) To fully comply with environmental legislation and regulations in the design and construction of new penal institutions and to reduce their environmental impact to a minimum.
- (b) To meet, and where possible to exceed, the statutory environmental requirements in the operations of all penal institutions. In some institutions where old buildings and outdated facilities no longer meet with environmental standards, to redevelop or to upgrade their facilities accordingly.

(c) 在所有业务及运作上，应用环保管理原则，例如：

- 节省能源及天然资源
- 减少废物
- 减低用纸量
- 循环使用物资
- 采用环保产品及原料

(d) 提高署内人员的环保意识，并确保在署内实行环保措施。

(e) 就本署的环保表现搜集资料、订定目标、评估进度及撰写报告。

## 环保管理

### (i) 环保委员会

署方于一九九九年成立环保委员会，以便统筹环保工作。该委员会由政务秘书担任主席，成员包括各级职员代表，其职权范围如下：

- (a) 订定本署的环保措施；
- (b) 搜罗、研究和试验环保措施，并考虑职员就环保管理提出的建议；及

(c) 制定环保政策，将环保措施呈请首长级人员通过后推行。

委员会向本署职员通报环境运输及工务局就全体公务员制定的环保政策，并为部门及院所订定是年的环保目标。委员会留意能源与纸张的消耗模式及举办分享环保心得的论坛。此外，又邀请环保界的专业人士于委员会会议中作专题讲座，借此提高员工对环保管理的认识。

### (ii) 环境审核

本署于一九九九年成立环境审核小组，到选定的惩教院所进行视察，以找出在环保方面可改善之处。年内，小组对喜灵洲戒毒所及小榄精神病治疗中心进行了环境审核，审核范围包括废物的管理及处置、物料管理、能源及水务管理，以及员工对有关问题的了解和参与。环境审核小组的审核结果及建议，会在环保委员会的会议上审议。



芝蔴湾惩教所一隅。  
A corner at Chi Ma Wan Correctional Institution.

(c) To adopt green management principles in all activities and operations such as:

- Conservation of energy and natural resources;
- Waste reduction;
- Reduction of paper consumption;
- Recycling;
- Procurement and usage of environmentally friendly products and raw materials

(d) To increase the environmental awareness of staff and see to it green measures are put into practice.

(e) To take stock of, set targets for, assess and report on the environmental performance of the Department.

## Environmental Management

### (i) Green Manager's Committee

In 1999, we set up a Green Manager's Committee, chaired by the Civil Secretary and comprised representatives of staff at different levels, to co-ordinate the environmental efforts of the Department. The terms of reference of the Committee are:

- (a) To identify green initiatives in the Department;
- (b) To source, study and experiment green initiatives; to consider staff suggestions on green management; and
- (c) To formulate green policies, seek endorsement from the Directorate and implement the initiatives.

The Committee disseminated information concerning service-wide green policies formulated by the Environment, Transport and Works Bureau to our staff. It set out environmental targets at departmental and institutional levels for the year. It kept track of the energy and paper consumption patterns and provided a forum for experience-sharing. Professions from the environmental protection discipline were invited to give talks at the Committee meetings to enhance staff awareness of green management.

### (ii) Environmental Auditing

Since 1999, we have set up an Environmental Audit Team to inspect selected penal institutions with a view to identifying areas where environmental performance can be improved. In 2005, the Team conducted environmental audits for Hei Ling Chau Correctional Institution and Siu Lam Psychiatric Centre. Aspects such as waste management and disposal, material management, energy and water management, and staff awareness and participation are covered in the audit inspection. The findings and recommendations of the Environmental Audit Team will be shared at the Green Manager's Committee meeting.



## 环保管理措施

### (i) 节省能源

#### (a) 节省使用能源

##### 监察系统

各院所每季均须就耗电量向环保经理提交报告以作监察用途。如果耗电量增加，便须提供充分理由。行政组会留意部门在节省能源方面的表现是否符合既定目标。节省能源表现最佳及最差的院所，会获邀在环保委员会会议上分享其经验及所遭遇的困难。

##### 环保的内务管理方法

各院所已成立监察小组，并委派「绿色代理人」在办公楼宇作例行检查，以确保有效执行环保的内务管理措施。

##### 更换设施计划

为达致长远节省能源的目标，署方已设法提升照明及空调设施的能源效益，包括把传统的电力装置更换为节约能源的装置、把组合照明开关改为独立开关、在周边围栏安装自动计时开关、在职员更衣室安装

室内感应器，以及在进行翻新工程时改善楼宇结构。年内，署方在15间院所把超过4 964支传统的日光灯管更换为装有电子镇流器的T8型灯管。

##### 能源审核

署方邀请了机电工程署为各惩教院所进行能源审核，以期找出未臻完善及可节约能源之处。年内，机电工程署分别就小榄精神病治疗中心、r埔坪监狱及塘福中心完成能源审核。有关审核提供了耗用能源的资料并提出改善建议。各院所已加强内务管理措施，借减省灯具降低照明度，以及实施更换日光灯管及出口指示牌的计划。

##### 使用太阳能

各院所均已把环保的耗用能源概念，应用于日常运作之中。例如石壁监狱利用太阳能为洗衣工场提供洗熨用的暖水；沙咀劳教中心及芝新惩教所利用日光晾晒囚犯衣物；小榄精神病治疗中心则建造了一个用太阳能推动的喷水池。署方最近又邀请机电工程署就本署楼宇装设



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## Environmental Management Initiatives

### (i) Energy Conservation

#### (a) Reduction of energy consumption

##### **Monitoring system**

Institutions were required to submit Quarterly Returns on Electricity Consumption to the Green Manager for monitoring purpose. They had to justify any increase in consumption. The Administration Section would keep track of the departmental performance in energy saving and benchmark results against set targets. Institutions with best and worst performance were invited to share their experience and problems encountered at Green Manager's Committee meetings.

##### **Green Housekeeping Measures**

Institutions set up surveillance teams and appointed green executives to conduct routine checking on office premises to ensure that these measures were effectively implemented.

##### **Replacement Programmes**

To achieve energy savings in the long run, we took every opportunity to upgrade the lighting and air-conditioning installations to an energy efficient level, to replace the conventional electrical appliances by energy efficient appliances, to modify group lighting switches to individual switches, to install automatic time switches for perimeter fences and occupancy sensor control in

staff changing rooms and to improve the building structure during refurbishment programmes. In 2005, we replaced over 4 964 conventional fluorescent tubes by T8 type with electronic ballasts in 15 institutions.

##### **Energy Audits**

To help identify areas of inefficiency and room for energy saving, the Electrical and Mechanical Services Department (EMSD) was invited to conduct energy audits. In 2005, EMSD completed energy audits in Siu Lam Psychiatric Centre and Ma Po Ping Prison and Tong Fuk Centre. The studies provided information on how energy was used and suggested recommendations for improvement. The institutions had stepped up their housekeeping measures, reduced the illumination level by de-lamping and implemented fluorescent tube and exit sign replacement programmes.

##### **Use of Solar Energy**

Institutions adopted environmentally friendly energy consumption concepts in daily operations. For instance, Shek Pik Prison used solar energy to provide warm water for washing and ironing

- 1 环保委员会会议分享最佳经验。  
Green Manager's Committee meets for sharing best practices.
- 2 喜灵洲岛上广植林木。  
Massive planting of trees on Hei Ling Chau.

太阳能电板进行可行性研究。随著科技的发展，本署期望日后可在惩教运作中扩大使用太阳能。

#### (b)减少运载需求

为减少运载需求，押解及支援组已集中处理押解工作，务求减少所需的运载次数。各院所又制订了使用运载设施的时间表，借此减低耗油量。

#### (ii)节约用水

各院所的监察小组均有定期检查水龙头及花洒有否出现漏水情况，以期及早纠正问题。院所已安装了效能更佳及具备慳水功能的新型洗衣机，又为水掣加装了自动关闭装置及调节水流。清洗地板时已弃用水龙头及改用水桶。雨水和用以清洗蔬菜的食水亦会留存作浇灌植物之用。本署又经常透过教育及推广途径，提醒职员及所员注意节约用水。

#### (iii)废物管理

##### (a)减少用纸

本署已致力减少用纸，各院所的绿色代理

人不断在办公室推广各种环保措施及监察节省用纸的成效。使用过的纸张及报章杂志均会收集供循环再造。

本署广泛使用资讯科技以达致有效沟通及减少用纸的目的。年底时，本署总部、各院所所有外设办事处共有6 481名用户的电脑与本署的广域网连接。惩教署内联网是本署的资料库，载有范围广阔的有用资料，大大减低了列印资料以供传阅的需要。与此同时，电子处理假期申请系统及伺服器传真服务，亦有助减少用纸。

##### (b)固体废物的再用和再造

本署尽量把制衣、书籍装订及木工等工场所产生的废料回收再用。标志制作工场及信封制造工场产生的铝质废料及切割出来的纸类废料，经收集后会售予承办商以供再造。碎布会用作清洁和制造环保袋；黏贴胶片用作密封纸板盒；而废木料则用于木工训练。惩教署自一九九九年开始，每年向邮政署的代入单张/刊物服务处回收5 000个用过的纸板盒，作为盛放小信封盒的外盒。



喜灵洲戒毒所一隅。  
A corner at Hei Ling Chau Addiction Treatment Centre.

processes in the Laundry Workshop. Sha Tsui Detention Centre and Chi Sun Correctional Institution dried prisoners' clothing under sunlight. In Siu Lam Psychiatric Centre, a fountain driven by solar energy was constructed. Recently, we invited EMSD to embark on a feasibility study on the installation of photovoltaic panels in our premises. Through the advancement of technology, we hoped that we could extend the use of solar energy in penal operation in future.

#### (b) Reduction of transport requirements

To reduce transport requirements, Escort and Support Group adopted a grouping arrangement in discharging escort duties to reduce the number of journeys required. Institutions also set a schedule on the use of transport facilities as a means to reduce fuel consumption.

#### (ii) Water Conservation

The surveillance teams in institutions conducted routine inspections on water taps and shower heads so as to rectify water leakage problems at an early stage. New washing machines with increased productivity and water saving features were installed. Automatic switch-off devices were added on water taps. Water flow was adjusted. Buckets instead of water hoses were used for washing floors. Rain

water and water used for washing vegetables was saved for watering plants. Staff and inmates were constantly reminded of the need to save water through education and motivation.

#### (iii) Waste Management

##### (a) Reduction of paper consumption

We were committed to reducing paper consumption. Green executives of institutions promoted green practices in the offices and monitored performance on paper consumption on an on-going basis. Used paper, magazines and newspapers were collected for recycling.

Information technology was used extensively to achieve effective communication and reduction in paper consumption. At the end of 2005, 6 481 users in the departmental headquarters, penal institutions and out-posted offices were connected to our Wide Area Network. The departmental web-based Intranet served as the departmental information portal for a wide variety of useful documents. This significantly reduced the need for hard copy circulation. The e-Leave system and server fax services also helped reduce paper consumption.





此外，在总部及许多院所均设有回收废物箱以收集铝罐、胶樽、废纸及用过的电脑光盘，借此推动职员注意环保。

#### (c) 残羹堆肥

本署推行「后院堆肥」计划，借助微生物把残羹转化成状似泥土的堆肥。制成的肥料既用作施肥，亦在本署的秋季卖物会上出售。

#### (d) 化学废物及医疗废物的处理

本署辖下共有10间院所已根据《废物处置条例》下的《废物处置(化学废物)(一般)规例》，登记为化学废物生产者。化学废物会由已登记的承办商收集。年内，承办商共收集了2 925 公斤固体化学废物及48 880公升液体化学废物以供处置及循环再造。

各院所医院所产生的医疗废物，均按照环境保护署发出的「小型医疗废物产生者医疗废物管理工作守则(初稿)」所规定的方式处置。

#### (iv) 保护自然环境

本署辖下的青山湾入境事务中心、歌连臣角惩教所、丰力楼、大榄惩教所及东头惩教所，均设有温室培育不同品种的植物。

年内，励敬教导所开办了一个园艺兴趣班以教导所员保护自然环境的重要。石壁监狱亦举办了一项植树活动，借此提高员工的环保意识及美化环境。

#### (v) 采购及使用环保制品和原料

惩教署于本年八月与一间电力公司签订协议，利用炉底灰来生产混凝土电缆盖。炉底灰是燃煤电厂锅炉产生的副产品之一，过往一直被界定为废料，直至一九五零年研究人员发现可利用它来生产轻质碎石混凝土砖。大榄惩教所在辖下的预制混凝土工场生产炉底灰电缆盖，利用炉底灰取代沙石，将之与水泥混合，再制造成混凝土电缆盖。这种电缆盖比传统的混凝土盖轻，所以较易运送及处理。大榄惩教所又设有生产线，利用再造石生产铺地砖。



赤柱监狱一隅。  
A corner at Stanley Prison.

**(b) Reuse and recycling of solid waste**

Scrap materials from various workshops of garment-making, bookbinding and carpentry were reused. Aluminum and paper off-cuts generated from the sign-making and envelope-making workshops were saved and sold to contractors for recycling. Rags of linen were used for cleaning, cloth pieces for making environmental bags, adhesive films for sealing of cardboard boxes and scrap wood for carpentry training. The Correctional Services Industries had started in 1999 to collect 5 000 used cardboard boxes per year from the Envelope Insertion Unit of the Post Office for reuse as the outer containers of smaller boxes containing the envelopes.

Recycle bins for collection of aluminum cans, plastic bottles, paper waste and used computer discs were set up in Headquarters and many institutions to foster staff awareness of green practice.

**(c) Composting of food waste**

Institutions had implemented the programme of "Backyard Composting" by transforming the food waste into a soil-like substance through micro-organisms. The products were used as plant fertiliser and for sale at the Autumn Fair.

**(d) Handling of chemical waste and clinical waste**

A total of 10 penal institutions had been registered as the Chemical Waste Producer under the Waste Disposal

(Chemical Waste) (General) Regulation of the Waste Disposal Ordinance. Chemical wastes were collected by registered contractors. In 2005, 2 925 kg solid chemical waste and 48 880 litres of liquid chemical waste were collected by the contractor for disposal and recycling.

Clinical wastes generated by institutional hospitals were disposed of in accordance with the Draft Code of Practice for the Management of Clinical Waste for Small Clinical Waste Producers issued by the Environmental Protection Department.

**(iv) Preservation of the Natural Environment**

Green houses for nursery of various species of plants were set up in Castle Peak Bay Immigration Centre, Cape Collinson Correctional Institution, Phoenix House, Tai Lam Correctional Institution and Tung Tau Correctional Institution.

In 2005, Lai King Training Centre operated a hobby class in gardening to educate the inmates on the importance of preservation of natural environment. Shek Pik Prison also organised a Tree Planting event to

在其他院所，更有利用再造纸为政府印制名片和信封。

署方已提醒各院所尽量于采购标书条款及评估过程中加入环保元素。本署的物料供应仓已确保从政府物流服务署的环保产品清单中采购消耗品。

#### (vi) 防止污染

##### (a) 水质污染

为确保符合法定环保要求，本署推行了一系列计划，为各惩教院所改善现有的污水处理设施。歌连臣角惩教所已于厨房水渠安装过滤器，以改善所排放污水的质素。署方又定期化验废水样本以监察污水的水质，并禁止把化学废物和受污染的废水排放入污水渠。

##### (b) 空气污染

为配合政府的无烟工作间政策，本署自一九九六年起规定除了在指定的吸烟范围之外，在办公室内外均禁止吸烟。部分院所更成立反吸烟委员会，以教导职员及所员吸烟

的害处。石壁监狱曾邀请控烟办公室在训练课程中举行讲座。为改善空气质素，在各院所的露天场地均禁止烧草或焚烧建筑废物。机电工程署亦为本署进行测试以监察室内的空气质素。壁屋监狱在洗衣大楼的干衣组安装了挂墙风扇以改善空气流通情况。大榄惩教所的石 工场及混凝土厂房，均会在沙堆及混凝土拌合机洒水以减少悬浮尘埃。喜灵洲惩教所的绿色代理人不时突击检查车辆，以确保车辆在静止时关闭引擎。

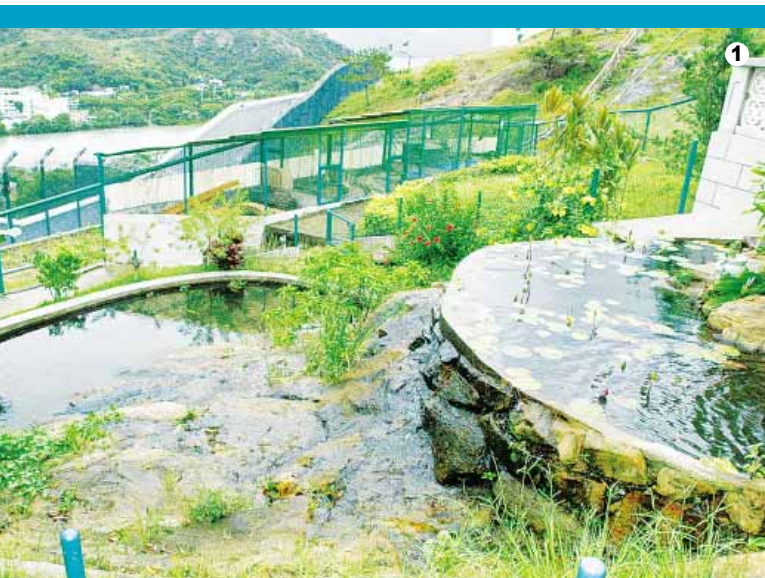
##### (c) 噪音污染

本署已提醒各院所控制噪音水平。院所内活动室的电视音量均保持在适当水平，各工场亦减少使用扩音器。在木工工场工作的职员和所员均获提供耳筒以作保护。所有发出噪音的机器，均遵从有关职业安全及健康的指引。

### 提高职员环保意识的训练

#### (i) 让职员接受环保培训

为提高职员的环保意识，本署已把多项环



enhance the green consciousness of the staff and to beautify the environment.

#### (v) Procurement and Use of Environmental Friendly Products and Raw Materials

We signed an agreement with CLP Power Hong Kong Limited in August 2005 to produce concrete cable covers using furnace bottom ash (FBA). FBA was one of the by-products left in furnaces of coal-fired power stations. It had been labeled as waste until 1950s when researches found that it could be used for production of lightweight aggregate concrete blocks. In Tai Lam Correctional Institution (TLCI), production of FBA cable covers took place at a precast concrete plant where FBA substituted sand and silt in mixing with cement to produce concrete cable covers. These covers were easier to be carried and processed as they were lighter in weight when compared to traditional concrete covers. TLCI also set up a production line using recycled aggregates to make paving blocks.

In other institutions, recycled paper was used for production of name cards and envelopes for the Government.

Institutions were reminded to include environmentally friendly elements in tender specification and evaluation process of procurement as far as possible. Our supplies

store had ensured that the consumable items were procured from the Green Products List of the Government Logistics Department.

#### (vi) Pollution Prevention

##### (a) Water pollution

We implemented a series of projects to upgrade and improve the sewage treatment facilities in various penal institutions to ensure compliance with statutory requirements. In Cape Collinson Correctional Institution, filters were installed in the drains of kitchen to improve the quality of sewage before discharge. Samples of waste water were tested on a regular basis to monitor the quality of the effluents. Discharge of chemical wastes and contaminated water into the sewer was prohibited.

##### (b) Air pollution

In line with Government's smoke-free workplace policy, smoking had been prohibited in both office and non-office environments except in designated smoking areas since 1996. Anti-smoking Committee was set up in some institutions to educate

1 & 2 小榄精神病治疗中心一隅。  
A corner at Siu Lam Psychiatric Centre.

保课题，例如「拯救环境」、「减少废物计划」及「车辆黑烟管制计划检举人员训练」等，纳入各院所定期为纪律部队人员举办的在职训练课程。年内，环保委员会邀请了嘉道理农场暨植物园主持以「有机种植」为题的讲座，另外又邀请了各院所的绿色代理人出席由电机工程署主办的「经验分享工作坊」、「环保驾驶讲座」及「公共交通能源效益及节约能源讲座」。有关节约能源的海报及「10项良好办公室管理的要诀」海报亦张贴于告示板以向职员广泛宣传。部分院所又辟设了「环保资料站」，借此提高职员的环保意识。

#### (ii) 参与香港花卉展览

为提高职员对保育自然环境的兴趣和意识，本署参加由康乐及文化事务署主办的香港花卉展览。本署职员在二零零五年花卉展览中赢得了6个奖项。

#### 前瞻

本署会继续致力推行环保管理及研究更多新的环保措施，务求持续改善在保护环境方面的表现。



本署在「香港花卉展览2005」的摊位。  
CSD's booth in the "Hong Kong Flower Show 2005".

staff and prisoners on the hazards of smoking. Shek Pik Prison invited Tobacco Control Office to deliver talks at the training session. To improve the air quality, the burning of grass and construction wastes in open areas of institutions was prohibited. The EMSD would conduct tests to monitor the quality of indoor air. In Pik Uk Prison, wall mounted fans were installed in the drying section of the Laundry Complex to improve ventilation. At kerbstone workshop and concrete plant in Tai Lam Correctional Institution, water was sprayed on the sand piles and concrete mixing machines to suppress the suspended dust particles. The green executive of Hei Ling Chau Correctional Institution conducted spot checks on the vehicles to ensure that the engines were off while the vehicles were not in motion.

#### (c) Noise pollution

Institutions were alerted to the need for controlling the noise level. The volume of television sets in the dayrooms was kept at an appropriate level. The use of loud hailer in workshops was reduced. Ear-phones were provided to the staff and prisoners in the carpentry

workshops. Machines generating noise were governed by guidelines on Occupational Safety and Health.

### Staff Awareness Training

#### (i) Training of staff on environmental protection

To foster the environmental awareness of staff, topics such as “Saving the Environment”, “Waste Reduction Plan” and “Smoky Vehicle Spotter Training” were covered in the in-service training sessions for disciplined staff on a regular basis. In 2005, the Green Manager’s Committee invited the Kadoorie Farm and Botanic Garden to deliver a talk on “Organic Farming”. The green executives of the institutions were also invited to attend the Experience Sharing Workshop, Seminars on Eco-driving and Energy-saving for Public Transport organised by the ESMD.



Posters on energy conservation and “Ten Tips for Good Housekeeping” were posted on notice boards. Green corners were set up in some institutions to promote green consciousness.

#### (ii) Participation in the Hong Kong Flower Show

To promote the staff's interest in and awareness of conservation of the natural environment, we took part in the Hong Kong Flower Show organised by the Leisure and Cultural Services Department. In the 2005 Flower Show, six prizes were won by our staff.

### The Way Forward

We will keep up our efforts in green management and explore new initiatives to achieve our environmental goal.

