

Sustainability Policy ('Policy')

1. Introduction

The University takes its environmental responsibilities seriously and aims to manage its operations in ways that are environmentally sustainable, economically feasible and socially responsible. The University would work towards common goals of protecting the environment, minimizing the impact of its operations on the environment and embedding a culture of sustainability.

2. Guiding principles

The following principles will guide the University's practices towards sustainability and help to create a positive and viable future:

- a. Comply with all relevant environmental legislation and regulations.
- b. Incorporate sustainability in relevant curricula.
- c. Identify and establish sustainable objectives and goals.
- d. Provide a framework for developing sustainable procedures and initiatives.
- e. Develop stakeholders' awareness.
- f. Involve, engage and collaborate with all stakeholders.
- g. Develop a university-wide culture of sustainability.
- h. Provide education for sustainable community participation.
- i. Respond to concerns raised by stakeholders.
- j. Integrate sustainable development into the University's operations and activities to the extent practicable.
- k. Monitor performance towards sustainability.

3. Areas of focus

The University will pursue in various ways to operate in an economically, socially, and environmental sustainable manner as far as practicable:

A. Sustainable procurement

- Pursue a sustainable procurement strategy that considers full life cycle costs, value for money and other related social and environmental impacts.
- Promote sustainable resource management practices and support the purchase of energy- and cost-efficient products and services that positively impact energy performance.

B. Sustainable food

- Promote health, safety and well-being of staff and students.
- Offer sustainable food options.
- Reduce the use of disposable plastics in the University's catering outlets through appropriate measures such as installing a pipe filtration system to eliminate the use of bottled water, and offering financial incentives to customers who bring their own utensils.
- Handle food waste in a sustainable manner: separate and recycle food waste.

C. Sustainable travel/transport

- Promote and facilitate sustainable modes of transport, including walking and travelling by public transport.
- Ensure sustainable travel infrastructure is built into all new buildings and, where applicable, added during refurbishment.
- Consider video conferencing as an alternative travel option.

D. Sustainable events

- Choose venues that use resources efficiently and are close to public transport.
- Replace paper communications with electronic communications for invitations, registration, programmes, handouts and follow-up correspondence.
- Promote public transport and train staff members to provide details about public transport options.
- Request sustainable food (fresh or seasonal, organic, vegan food choices, and non-individually-wrapped items) to the extent possible.
- Use large pitchers or carafes for drinks versus providing individually packaged drinks.
- Liaise with suppliers to provide reusable crockery and cutlery or biodegradable items rather than disposable plastic items.

- Adopt measures to reduce waste at source, facilitate waste separation and arrange in advance for the collection of recyclables and unconsumed food.

E. Energy management

- Maintain indoor temperatures at 24 to 26°C during summer.
- Continually improve energy efficiency and reduce carbon emissions.
- Invest in energy efficiency, generation, awareness and conservation measures.
- Explore opportunities to generate renewable energies on campus.
- Create a culture of energy conservation through training, education, curriculum design and awareness campaigns.

F. Paper reduction

- Reduce printing as much as possible by utilizing electronic resources for filing, forms, communications and other documentation.
- Send and use e-copies of minutes and agendas for meetings, and utilize document sharing software to reduce the need for printed copies for editing and notes.
- If printing is required, consider double-sided printing whenever possible, adopt image reduction, avoid overprinting and print on recycled paper whenever possible.

G. Waste management

- Minimize the impact of waste on the environment by promoting and facilitating the waste hierarchy (reduce, reuse, recycle, recover and dispose).
- Promote products that are durable, recyclable, repairable, refillable or reusable as appropriate. For example, opt for environmentally friendly office supplies such as refillable pens and biodegradable rubbish bags.
- Reduce packaging and, where possible, use recycled and recyclable packaging.
- Avoid gift or souvenir exchange as far as practicable; if gifts or souvenirs have to be given out, explore green products or gift certificates or vouchers that offer the opportunity to contribute to charity.

H. Sustainable building

- Apply sustainability principles to the design, construction, refurbishment and operation of the University's buildings and management of the campuses.
- Consider the life cycle costs for mechanical, electrical and building design, including the use of sustainable technology and renewable energy options.

- Aim to achieve the highest green standard rating for all new building projects.

4. Related guides

All staff and students are responsible for contributing to the University's continual improvement in environmental performance. The University has developed related guidelines in support of the efforts described in this Policy.

- A. [Sustainable Procurement Guide](#)
- B. [Sustainable Food Guide](#)
- C. [Sustainable Travel Guide](#)
- D. [Sustainable Events Guide](#)
- E. [Thermal Comfort Guide](#)
- F. [Sustainable Printing Guide](#)
- G. [Waste Management Guide](#)
- H. [Sustainable Building Guide](#)

5. Key contact and questions

The University will review this Policy regularly. Please contact us via the email below if you have any questions or comments about this Policy.

Email: sustain@hkmu.edu.hk

Responsible office : Facilities Management Office

Effective date : 23 April 2024