For discussion on 24 October 2022

## LEGISLATIVE COUNCIL PANEL ON ENVIRONMENTAL AFFAIRS

### Internal Re-organisation of the Environment Branch of the Environment and Ecology Bureau and the Environmental Protection Department

#### **PROBLEM**

Upon the re-organisation of the government structure in July 2022, the portfolio of the former Environment Bureau (ENB) has been expanded and retitled as the Environment and Ecology Bureau under which there are two branches, namely the Environment Branch and the Food Branch. We propose to adjust the existing merged structure of the Environment Branch and the Environmental Protection Department (EPD) to strengthen climate change actions, waste reduction and recycling, and various environment-related tasks. The Environment Branch and EPD will have to be segregated to handle mainly policy formulation and execution of duties respectively.

#### **PROPOSAL**

- 2. We propose to re-organise the structure of the Environment Branch and EPD. The package of proposal will lead to the following changes in the number and deployment of the directorate posts
  - (a) creation of one permanent Director of Environmental Protection (DEP) (D6) post to be designated as DEP and one permanent Principal Executive Officer (PEO) (D1) post to be designated as the Departmental Secretary (DS) in EPD to lead and support the operation of EPD upon the internal re-organisation of the Environment Branch and EPD;
  - (b) creation of one permanent D3 post that may be filled by officers from three specific ranks (i.e. Deputy Director of Environmental Protection (DDEP), Deputy Director of Electrical and Mechanical Services (DDEMS) or Administrative Officer Staff Grade B (AOSGB)) in the Environment Branch to be designated as the Commissioner for Climate Change;
  - (c) creation of two supernumerary directorate posts for five years, namely, one DDEP/AOSGB (D3) post to be designated as DDEP(3)

and one Administrative Officer Staff Grade C (AOSGC) (D2) post to be designated as Assistant Director of Environmental Protection (Municipal Solid Waste Charging) (ADEP (MSW Charging)), and two permanent directorate posts, namely, one Assistant Director of Environmental Protection (ADEP) (D2) post to be designated as Assistant Director of Environmental Protection (Waste Reduction) (ADEP (Waste Reduction)) and one Principal Environmental Protection Officer (PEPO) (D1) post to be designated as PEPO (Waste Collection), in EPD to strengthen work related to waste reduction and recycling;

- (d) transfer of five permanent directorate posts, namely, one Administrative Officer Staff Grade A1 (AOSGA1) (D8), one AOSGB (D3), one AOSGC (D2), one ADEP (D2) and one PEPO (D1) from EPD to the Environment Branch;
- (e) the revision and redistribution of duties and responsibilities among the directorate posts on the establishment of the Environment Branch and EPD; and
- (f) changes to the civil service establishment of the Environment Branch and EPD which are consequent to the redistribution of duties between the bureau and the department.

#### **JUSTIFICATION**

### Internal Re-organisation of the Environment Branch and EPD

Existing Structure of the Environment Branch and EPD

- 3. At present, the Environment Branch and EPD are merged as one organisation headed by an AOSGA1 (D8) officer who takes up the Permanent Secretary for Environment and Ecology (Environment) (PS(E)) and DEP posts concurrently. The Environment Branch/EPD is responsible for both policy formulation and execution of duties covering, amongst others, energy, environmental protection and assessment, air and water quality improvement, waste management, climate change, sustainable development and nature conservation. The existing organisation chart of the Environment Branch/EPD is at **Enclosure 1**.
- 4. In the Environment Branch, PS(E) is currently underpinned by an Administrative Officer Staff Grade B1 (AOSGB1) (D4) designated as Deputy Secretary for Environment and Ecology (Environment) (DS(E)). DS(E) oversees policies on energy supply and safety, promotion of energy efficiency and renewable energy, sustainable development and climate change.

In EPD, PS(E)/DEP is currently supported by three Deputy Directors. 5. One Deputy Director filled by a DDEP rank officer designated as DDEP(1) mainly oversees policies and implementation programmes relating to environmental impact assessment, control of noise, improvement of water quality, planning of sewerage and sewage treatment infrastructure facilities; supervises the enforcement work of all environmental legislation under EPD; manages the Community Relations Unit; and oversees the human resources management, professional training and development. One Deputy Director filled by an AOSGB designated as DDEP(2) is responsible for overseeing the operation, planning and development of waste treatment infrastructure and strategic landfills, implementation of waste reduction and recycling programmes and support measures for the sustainable development of the recycling industry, and implementation of revitalisation and management of restored landfills. DDEP(2) also oversees the nature conservation policy and the work of the Countryside Conservation Office. Another Deputy Director filled by an AOSGB designated as DDEP(3) is mainly responsible for formulating and implementing policies and programmes on air quality management and green transport as well as regional and international co-operation on environmental protection.

### Need for Internal Re-organisation of the Environment Branch and EPD

The Environment Branch/EPD has significantly expanded its policy 6. portfolio and taken on board new and more complex duties and responsibilities over the past decade, which make the effective implementation of both policies and initiatives increasingly difficult under a merged structure. For instance, on waste management, the Environment Branch/EPD has adopted a comprehensive waste management strategy of transforming waste into energy/resources while at the same time promote green recovery and build up a circular economy. Responsibility Schemes on selected products have been introduced and under planning. New legislation on municipal solid waste (MSW) charging has been passed, and the current target is to commence the charging regime in the second half of 2023 at the earliest. An upgraded and rebranded territory-wide community recycling network of over 100 facilities comprising Recycling Stations, Recycling Stores and mobile Recycling Spots has been established, and waste collection and recycling services for food waste, waste plastics and waste paper have been introduced and are being expanded progressively. A network of waste-toenergy/resources infrastructure including T·PARK (Sludge Treatment Facility), O·PARK1 (Organic Resources Recovery Centre Phase 1), WEEE·PARK (Waste Electrical and Electronic Equipment Treatment and Recycling Facility) and Y-PARK (Yard Waste Recycling Centre) have been built to reduce reliance on landfills for direct disposal of MSW. We are currently building near Shek Kwu Chau I·PARK1, the first modern waste-to-energy incinerator which adopts advanced incineration technology to treat MSW and is expected to commence operation in 2025, and will also expedite the development of the second incinerator I-PARK2 at Tsang Tsui, Tuen Mun. At the same time, O-PARK2 (Organic Resources Recovery Centre Phase 2) will start operation in 2024 to increase the overall food waste treatment capability. The Recycling Fund and EcoPark have been set up to provide support to the recycling industry. Regarding the development of green transport, the Environment Branch/EPD has implemented a series of measures to promote wider adoption of electric vehicles (EV) and expand the EV charging network in Hong Kong. Different trial schemes for electrification of various types of public transport have been or will be rolled out. Furthermore, the Environment Branch/EPD is leading an inter-departmental working group to prepare for a trial of hydrogen fuel cell electric buses and heavy vehicles. The Feedin-Tariff Scheme has been introduced to promote renewable energy, while public infrastructures are installed with solar photovoltaic systems. The Green Tech Fund has also been set up to promote research and development of green technologies in Hong Kong. A number of new blueprints including Hong Kong's Climate Action Plan 2050, Waste Blueprint for Hong Kong 2035, Hong Kong Roadmap on Popularisation of Electric Vehicles and Clean Air Plan for Hong Kong 2035 have been promulgated to set out new targets, strategies and actions plans in the respective areas for Hong Kong. The Environmental Campaign Committee (ECC) organises various publicity and educational activities to raise the environmental awareness and foster attitude and behavioural change of the public for environmental protection. Besides, ECC collaborates with the Education Bureau (EDB) to promote environmental education projects in primary and secondary schools to deepen the understanding of students in environmental issues and nurture their sense of responsibility and awareness for the environment. ECC will continue to launch more environmental education programmes in collaboration with EDB.

The internal re-organisation of the Environment Branch and EPD will also enhance the professional development of EPD. Over the past three decades, there have been numerous emerging environmental challenges and concerns locally and internationally, including ozone layer depletion, asbestos and algal blooms in the 1990s and the severe challenges of global climate change in recent years. Scientific research needs to be strengthened to tackle pollution issues including nitrogen oxides, fine suspended particulates (PM<sub>2.5</sub>), volatile organic compounds, ozone, waste plastic, endocrine disrupters, antimicrobial resistance, etc. More professional management on solid waste is required. Facing new challenges brought by the COVID-19 pandemic, multi-disciplinary collaboration is needed to assist in the prevention and control of the epidemic. EPD has been tackling these emerging environmental concerns through enhancing professionalism, developing new methodologies and adopting new technologies in environmental monitoring and waste management (such as T-PARK, O-PARK1, WEEE-PARK, Y-PARK and food waste and sewage sludge anaerobic co-digestion). Over the years, we have seen several important developments, such as development in the regional air quality model and improvements in the air quality. Our cutting-edge research and development in using sewage surveillance and tracer gas analysis has been applied in the control of COVID-19 during the fourth and fifth wave of the pandemic. With these new and possibly more challenges ahead, we consider that there is a need to establish a professional DEP to lead the department to enhance its environmental professionalism.

- 8. In addition, the Environment Branch is overseeing two government departments (i.e. EPD and the Hong Kong Observatory (HKO)), and partial functions of three government departments, namely, the Country and Marine Parks Branch and the Conservation Branch of the Agriculture, Fisheries and Conservation Department, the Electricity and Energy Efficiency Branch of the Electrical and Mechanical Services Department, and the sewage services of the Drainage Services Department.
- As announced in the 2021 Policy Address Supplement, the Government will consider internal re-organisation of ENB (presently known as the Environment Branch) and EPD to strengthen climate change actions, waste reduction, resources recycling and various environment-related tasks. In view of the expanded scope and increasing complexity of policy portfolio of the Environment Branch/EPD over the years and hence the need for enhancing environmental professionalism, together with the re-organisation of the government structure which has been implemented, we consider it necessary and timely to adjust the existing merged structure of the Environment Branch and EPD to better support the Secretary for Environment and Ecology (SEE) in delivering the new and expanded functions and priorities. The Environment Branch and EPD should be restructured so that they would handle policy formulation and execution respectively. We propose to reinstate the DEP post to enable focused leadership in steering and overseeing the work of the department. PS(E) can then be spared from operation-related duties and focus on important policy issues such as climate change to better assist SEE. The proposed segregation can improve governance capability by strengthening strategic planning, policy research and coordination efforts of the Environment Branch while enhancing execution of EPD to better meet the current needs following the re-organisation of the government structure. Existing manpower resources will be redeployed within the Environment Branch and EPD as far as practicable while new posts are proposed to strengthen our work in areas which cannot be absorbed by existing manpower resources.

### Proposed Organisation Structure of the Environment Branch and EPD

10. Under the proposed organisation structure, officers of EPD, as an executive and regulatory agency, will focus on the enforcement of various legislation relevant to environmental protection, management of the operation of major waste handling and disposal facilities, planning for new facilities to collect, handle and dispose of waste, implementation of waste reduction and recycling programmes, management of the environmental impact assessment process for major projects, plans and strategies, organisation of various community and educational activities aimed at increasing environmental awareness, etc. They will also develop proposals for new policies (including legislation), plans and programmes based on their experience as part of an executive and regulatory agency, advances in environmental science and technology, and international trends in effective environmental regulation and management for consideration by the Environment Branch, where the proposals are scrutinised and vetted from the public policy perspective, taking into account considerations including whether they are

beneficial for long-term sustainable development and public acceptance. Officers of the Environment Branch will focus on the formulation and review of policies on energy, environmental protection and assessment, air and water quality improvement, waste management, climate change, sustainable development and nature conservation, devise strategic plans to achieve policy goals, take forward legislative proposals, work closely with departments in the bureau to ensure smooth and effective implementation of policies and programmes, and implement executive functions which have been transferred to the bureau. The proposed organisation charts of the Environment Branch and EPD are at **Enclosures 2 and 3** respectively.

### **Environment Branch**

- With the segregation of policy formulation and execution functions upon the internal re-organisation of the Environment Branch and EPD, the policy formulation functions and selected executive functions originally performed by EPD under the existing merged structure will be taken up by the Environment Branch. The Environment Branch will continue to be headed by PS(E). PS(E) will head the civil service team in the Environment Branch to assist SEE in formulating, coordinating and steering policies on energy, environmental protection and assessment, air and water quality improvement, waste management, climate change, sustainable development and nature conservation. He/She will also continue to be the Controlling Officer for Head 137 – Government Secretariat: Environment and Ecology Bureau (Environment Branch). In performing the extended range of policy responsibilities, PS(E) will be underpinned by DS(E), an AOSGB1 (D4), who will be retitled as Deputy Secretary for Environment and Ecology (Environment)1 (DS(E)1), an AOSGB (D3) to be transferred from EPD and designated as the Deputy Secretary for Environment and Ecology (Environment)2 (DS(E)2) and a multi-disciplinary directorate post at D3 level to be newly created and be designated as the Commissioner for Climate Change. Duties and responsibilities among the directorate posts in the Environment Branch will be redistributed upon the internal re-organisation.
- 12. Under the proposed organisation structure, DS(E)1 will take up additional responsibilities on policies on waste management and water quality from EPD, while the climate change policy will be transferred to the Commissioner for Climate Change. DS(E)2 will be mainly responsible for the policies on air quality improvement, air pollution and noise control, environmental impact assessment, nature conservation and promotion of green transport which are currently under EPD's purview. The Commissioner for Climate Change will coordinate and steer policies and action plans for tackling climate change and achieving carbon neutrality for Hong Kong (details are set out in paragraphs 18 to 21 below). The duties of principal assistant secretaries under DS(E)1, DS(E)2 and the Commissioner for Climate Change will also be adjusted accordingly. The revised/proposed job descriptions of the directorate posts in the Environment Branch are set out at **Enclosures 4 to 14**.

### **EPD**

- 13. We propose reinstating the permanent DEP post to head EPD to enable more focused leadership in the execution of environment policies and measures. The post of DEP was formerly pitched at D5 level, and both the rank and post of DEP were deleted in 2005 due to the previous merger of the Environment Branch of the former Environment, Transport and Works Bureau and EPD. As mentioned in paragraphs 6 and 7 above, EPD has taken on board significantly increased and more complex duties and responsibilities over the past decade. Having regard to the job requirements, level of responsibility and complexity of tasks involved, we consider that the DEP post should be pitched at D6 rank to reflect the necessary leadership, judgement, management skills and experience required for the post.
- 14. DEP will be responsible for planning and directing the operations of EPD in line with the overall government direction on sustainable development. DEP will be the statutory authority for the various environmental protection and pollution control ordinances and will oversee multiple areas of work, including the management of the operation of major waste handling and disposal facilities, planning for new facilities to collect, handle and dispose of waste, implementation of waste reduction and recycling programmes, management of the environmental impact assessment process for major projects, plans and strategies, implementation of other environment-related tasks which contribute to the tackling of climate change, achievement of carbon neutrality as well as sustainable development, organisation of various community and educational activities aimed at increasing environmental awareness, etc. In addition, DEP will assist the Environment Branch in developing proposals for new policies, plans and programmes. He/She will serve as the Controlling Officer for Head 44 – EPD. He/She will be underpinned by a DDEP (D3) designated as DDEP(1), an AOSGB (D3) designated as DDEP(2) and a DDEP/an AOSGB (D3) which is a supernumerary post for five years to be designated as DDEP(3). The proposed job description of DEP is at **Enclosure 15**.
- 15. We also propose creating one permanent PEO (D1) post to be designated as DS to lead the administrative-related work for EPD upon the internal re-organisation of the Environment Branch and EPD. The establishment and recurrent expenditure of EPD have increased significantly in recent years with new duties and responsibilities. The number of posts of EPD has increased from about 1 880 posts in 2017 to about 2 320 posts at present over the past five years or so, representing an increase of about 23%. The recurrent expenditure also increased from \$3.625 billion in 2017-18 to \$6.045 billion in 2021-22, representing an increase of 67%. To cope with the heavy personnel and financial management responsibilities and to strengthen the management capacity of EPD, we consider it necessary to create one permanent PEO (D1) post to be designated as DS, to lead the day-to-day administrative support for the department, covering human resources management, financial management and accounting, establishment and manpower, general administration, staff relations management, etc. DS will

provide professional advice to DEP and DDEPs on manpower strategies and resources utilisation, efficiency enhancement proposals, contingency management, case handling, etc. according to the policies and objectives of the department. The proposed job description of DS is at **Enclosure 16**. On the other hand, the DS post of EPD is currently taken up by an officer at the Chief Executive Officer rank. Upon the internal re-organisation of the Environment Branch and EPD, the post will be transferred to the Environment Branch to provide administrative support for the Branch.

Duties and responsibilities among the directorate posts in EPD will 16. be redistributed upon the internal re-organisation. The duties of DDEP(1) will largely remain the same, except that he/she will take up the implementation of revitalisation and management of restored landfills from DDEP(2). In addition to the existing duties of managing and planning various large scale and important infrastructure (including I-PARK, O-PARK, strategic landfills and EcoPark), DDEP(2) will take up the implementation of policies on air quality management, development of construction waste sorting facilities, implementation of Construction Waste Disposal Charging Scheme and upgrading of the refuse collection point facilities, as well as the department's general administration and financial and resources management. The nature conservation policy will be transferred to DS(E)2 of the Environment Branch and some of the work related to waste reduction and recycling will be transferred to DDEP(3) so as to bring the collection and recycling of waste under the same umbrella for enhanced synergy and to maintain close communication with DDEP(2) regarding the support for waste treatment infrastructure. The new DDEP(3) will also oversee the preparatory work, implementation, enforcement and review of MSW charging, coordination with the Food and Environmental Hygiene Department (FEHD) on the plan to take over the management of refuse collection points (RCPs) and the territory-wide household refuse collection services, and work related to waste reduction and recycling (details are set out in paragraphs 23 to 26 below). The duties of ADEPs and PEPOs under the DDEPs will also be adjusted accordingly. The revised/proposed job descriptions of the directorate posts in EPD (except DEP and DS) are set out at Enclosures 17 to 50.

#### Transfer of Non-Directorate Posts

17. A total of 167 non-directorate posts from EPD will be transferred to the Environment Branch consequential to the redistribution of duties between the bureau and the department. The 167 additional non-directorate posts required for the Environment Branch are offset by deletion of the same number of non-directorate posts in EPD.

#### **Strengthening Climate Change Actions**

- 18. Combating climate change is an important issue across the globe. President Xi Jinping made it clear that our country would endeavour to achieve the peak of carbon emissions before 2030 and carbon neutrality before 2060. To signify Hong Kong's commitment, the Government has announced that Hong Kong would strive to achieve carbon neutrality before 2050, and the interim decarbonisation target to reduce Hong Kong's carbon emissions by 50% before 2035 as compared to the 2005 level. In October 2021, the Government promulgated the Hong Kong's Climate Action Plan 2050 which outlined four major decarbonisation strategies, namely "net-zero electricity generation", "energy saving and green buildings", "green transport" and "waste reduction", as well as interim targets that would contribute to the achievement of carbon neutrality for Hong Kong before 2050.
- 19. The Environment Branch has been taking the lead and stepping up efforts to promote low-carbon transformation in the city to achieve the ambitious goal of carbon neutrality before 2050. Currently, the work pertaining to climate change and carbon neutrality is undertaken by DS(E) and the Assistant Director of Environmental Protection (Cross-Boundary and International) (AD(CB)) at the directorate level in addition to their other duties. It is an extremely challenging target to achieve carbon neutrality in fewer than 30 years. The work of combating climate change cuts across many policy areas and requires extensive coordination both within and outside the Government. We need to adopt a whole-government approach to formulate holistic and proactive decarbonisation measures, engage local, Mainland and overseas authorities and stakeholders on low-carbon development, and strive to encourage the participation of the whole community with a view to bringing about sustainable improvement to the environment and driving the development of a green economy. As announced in the 2021 Policy Address, a new dedicated Office of Climate Change and Carbon Neutrality will be set up to strengthen coordination and promote deep decarbonisation.
- 20. We propose creating one permanent post at D3 level to be designated as the Commissioner for Climate Change to head the new Office of Climate Change and Carbon Neutrality in the Environment Branch. The Commissioner for Climate Change will be underpinned by an AOSGC¹ to be retitled as Principal Assistant Secretary for Environment and Ecology (Climate Change). The new Office of Climate Change and Carbon Neutrality will take up the work on combating climate change including the formulation and coordination of Government's strategies, policies and action plans for tackling climate change and achieving carbon neutrality for Hong Kong; the implementation and regular review of the climate action plans; the provision of support to a high-level Steering Committee on Climate Change and Carbon Neutrality; and the coordination and provision of

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<sup>&</sup>lt;sup>1</sup> The AOSGC post designated as AD(CB) is now on loan from the Environment Branch to EPD to oversee the development of plans to combat climate change, amongst others. The post concerned will be returned to the Environment Branch upon the re-organisation to deputise the Commissioner for Climate Change.

assistance for research and development of new energy and decarbonisation technologies including overseeing the operation of the Green Tech Fund. To achieve carbon neutrality, it takes the concerted efforts from members of the public to drive low-carbon transformation through their daily practice of energy conservation, waste reduction, etc. To step up the education and training on climate change, the Office of Climate Change and Carbon Neutrality will strengthen its collaboration with the relevant government departments to enhance the knowledge of teachers and students on climate change and sustainable development at school level, to help them develop a low carbon lifestyle. Universities and tertiary institutes will also be encouraged to enhance the content on climate change, low carbon technologies, green transport, sustainable development and green finance in the relevant subjects, so as to nurture talents for the green industry and facilitate sustainable development of a more diversified nature. The Community Relations Unit of EPD will also be redeployed from EPD to support the Office of Climate Change and Carbon Neutrality in the Environment Branch to launch publicity and public education campaigns to promote public awareness and support of climate actions. The Office will also provide support to the advisory committee to be formed to offer advice and promote active participation of major stakeholders. Furthermore, the Office will serve as a focal point for working closely with major stakeholders including relevant government departments and financial regulators to expedite the green and sustainable financial development of Hong Kong, as well as stepping up exchange and collaboration with local, Mainland and overseas authorities and stakeholders on low-carbon development and economic transformation, so as to help Hong Kong timely grasp the opportunity of the new growth dynamics arising from low-carbon transformation, to take forward the development of green economy and create job opportunities. This Office will also assist in overseeing the housekeeping of HKO.

- 21. In view of the work nature of the Commissioner for Climate Change, especially the need for driving climate change policies and initiatives across bureaux and departments and steering collaboration with local, Mainland and overseas authorities and stakeholders on low-carbon development, the post should be held by an officer at a higher rank who possesses leadership, professional knowledge on low-carbon development and practical experience in leading the implementation of climate policies and initiatives in the Government. We therefore consider it appropriate for the post to be pitched at D3 level and filled by officers at the senior directorate level from three ranks in the civil service, namely, DDEP, DDEMS or AOSGB. This flexible arrangement would allow the Environment Branch to make necessary adjustments in response to the operational needs of the Office of Climate Change and Carbon Neutrality. Due regard will also be given to the manpower situation and developmental needs of high-potential officers in the relevant grades.
- 22. The proposed job description of the Commissioner for Climate Change is at **Enclosure 13**.

### Strengthening Work Related to Waste Reduction and Recycling

- The Waste Blueprint for Hong Kong 2035 announced in 23. February 2021 set out the vision of "Waste Reduction · Resources Circulation · Zero Landfill". To achieve this vision, the Government is working with the industry and the community to achieve two goals. The medium-term goal is to gradually reduce the per capita MSW disposal rate by 40 to 45% through implementing MSW charging, together with the launch of other policies and legislation, waste reduction and recycling initiatives, as well as publicity and educational campaigns, and at the same time raise the recovery rate to about 55% by implementing multiple measures promoting waste separation and complementing with waste-to-energy/resources facilities; while the long-term goal is to develop adequate waste-to-energy facilities, so as to move away from the reliance on landfills for MSW disposal and achieve "Zero Landfill" in around 2035. Amongst others, MSW charging, as the main driving force behind waste reduction, will not only drive enterprises and the public to practise waste reduction and recycling, but also enhance the quality and quantity of recyclables collected, which in turn facilitates the sustainable development of related industries, gradual green recovery at the moment as well as the creation of more and diversified green job opportunities.
- 24. We propose creating a supernumerary DDEP/AOSGB post for five years to be designated as DDEP(3) to lead and supervise EPD's new and additional duties related to the key area on waste reduction and recycling, in particular the setting up of a new Waste Reduction and Resources Circulation Office (WRO). With the passage of the Waste Disposal (Charging for MSW) (Amendment) Bill 2018 by the Legislative Council in August 2021, the Government is actively preparing for the implementation of MSW charging, the key driving force for waste reduction, in the second half of 2023 at the earliest. Besides the new duties of preparing for the implementation of MSW charging (details are set out in paragraph 25 below), DDEP(3) will also be responsible for other new duties, including supervision of the actual implementation and enforcement of MSW charging, review of the charging regime, as well as coordination with FEHD on the plan to take over the management of RCPs and territory-wide household refuse collection services, which will be taken up by WRO proposed to be set up (details are set out in paragraph 26 below). Apart from the above new duties to be taken up by EPD, work related to waste reduction and recycling, including planning and implementation of various producer responsibility schemes, management of waste plastics, collection of food waste and various kinds of recyclables, which are currently undertaken by various divisions in EPD, will also be put under DDEP(3) as far as possible so as to bring the collection and recycling of waste under the same umbrella for enhanced synergy. The proposed job description of DDEP(3) is at **Enclosure 43**. In view of the need to oversee the establishment of WRO and related inter-departmental coordination tasks involving various departments, we propose that the DDEP(3) post will be initially filled by an AOSGB officer. The post will be filled by a professional grade officer in EPD when all new duties are on track.

- 25. As mentioned in paragraph 24 above, preparatory work for the implementation of MSW charging has already commenced. We propose creating a supernumerary AOSGC post for five years to be designated as ADEP (MSW Charging) to support DDEP(3) in preparing for the implementation of MSW charging. These preparatory work include the necessary legislative work, the establishment of a production, inventory and distribution system, as well as a sales network, for the supply of designated bags and labels; communication with various stakeholders (including property management agencies, frontline cleaners, waste collectors, etc.) to formulate relevant guidelines and provide support for them; as well as launching of extensive public education and publicity campaigns related to waste reduction and recycling. This supernumerary post will also assist DDEP(3) to conduct review of MSW charging after implementation. We expect that the aforementioned work should be largely completed in five years' time. The proposed job description of ADEP (MSW Charging) is at **Enclosure 44**.
- 26. To implement MSW charging and complementary waste reduction and recycling initiatives, we also propose setting up the new WRO to be responsible for related implementation and enforcement duties. In addition, WRO will coordinate with FEHD on the plan to take over the management of some 3 000 RCPs and territory-wide household refuse collection services. WRO will also take up the development of food waste collection network, development and management of community recycling network and outreaching service, and promotion of public awareness on waste reduction and recycling, which are currently undertaken by various divisions in EPD, for enhanced synergy. Having considered the scope and complexity of the work portfolio of WRO, especially the new and additional duties of implementation and enforcement of MSW charging as well as the coordination with FEHD on the plan to take over the management of RCPs and territory-wide household refuse collection services, we also propose creating a permanent ADEP (D2) post to be designated as ADEP (Waste Reduction) to head WRO and a permanent PEPO (D1) post to be designated as PEPO (Waste Collection) to underpin ADEP (Waste Reduction). The proposed job descriptions of ADEP (Waste Reduction) and PEPO (Waste Collection) are at Enclosures 45 and 46 respectively.

#### ALTERNATIVES CONSIDERED

We have critically considered whether the present set-up of the Environment Branch and EPD could take forward the ongoing and new initiatives, including strengthening climate change actions, promoting waste reduction and resources recycling as well as handling various environment-related tasks, and whether the existing staff complement could cope with the increased workload. Having regard to the portfolio and workload of directorate officers upon the internal re-organisation, we consider it not feasible without adversely affecting the quality of their work. Given the expanded policy portfolio of the Environment Branch, the Environment Branch and EPD should be re-organised to meet the policy objectives and operational needs of the new government structure.

#### FINANCIAL IMPLICATIONS

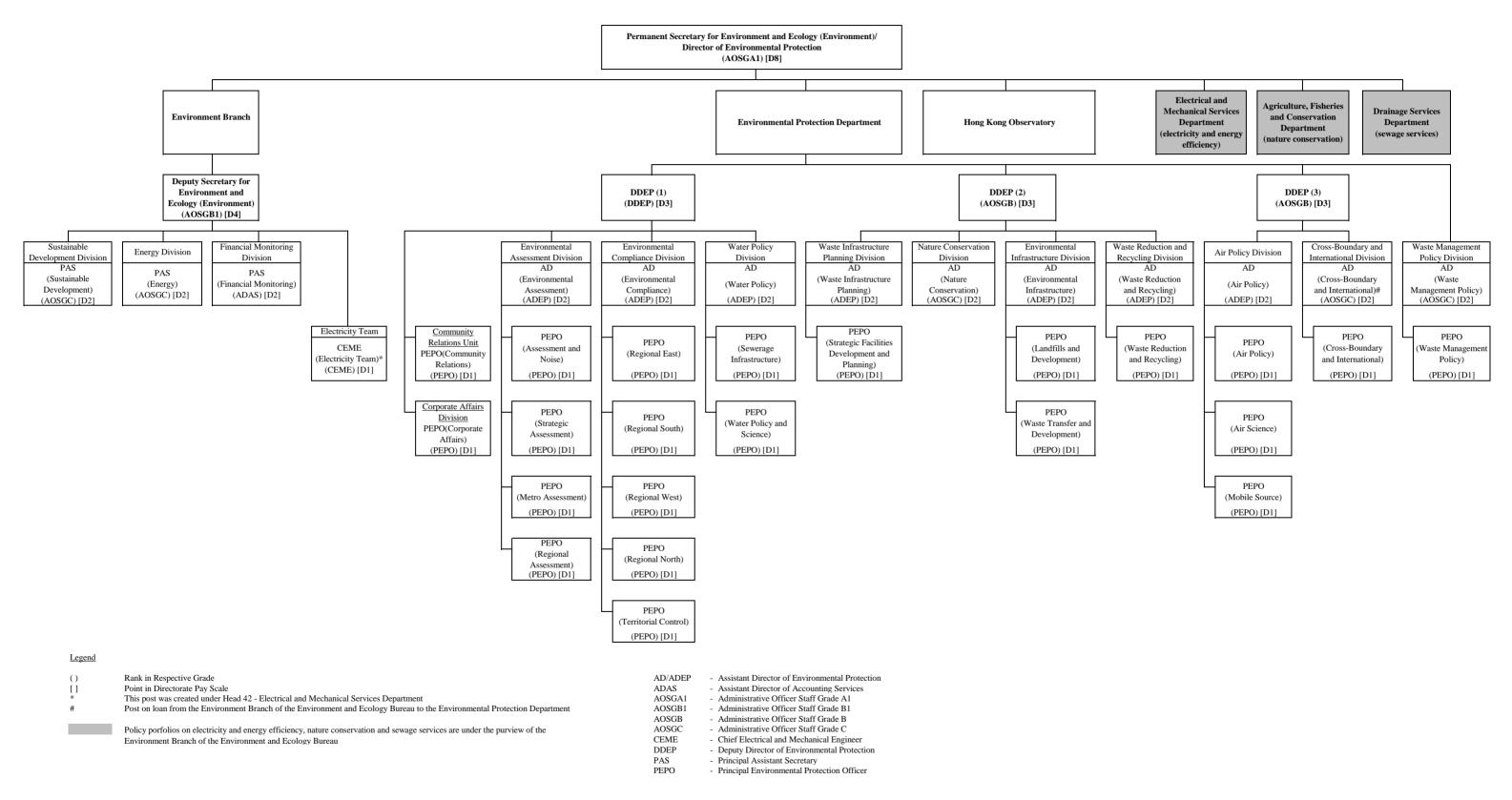
- 28. The proposed creation of seven directorate posts will require an additional notional annual salary cost at mid-point (NAMS) of \$16,992,000. We have earmarked sufficient provision to meet the cost of the directorate posts concerned. The full annual average staff cost, including salaries and staff on-cost, is about \$24,485,000.
- 29. In addition, this proposal will necessitate the creation of four additional non-directorate posts (i.e. one permanent Senior Personal Secretary, one permanent Personal Secretary I and two time-limited Personal Secretary I for five years) to provide secretarial support to the proposed directorate posts of DEP, ADEP, DDEP/AOSGB and AOSGC respectively in EPD. Secretarial support to the other additional directorate posts will be redeployed within the Environment Branch and EPD. For EPD, the additional NAMS and the full annual average staff cost of these additional non-directorate posts are \$2,002,560 and about \$3,102,000 respectively, which will be offset by the deletion of nine non-directorate posts, resulting in a net decrease in NAMS and the full annual average staff cost by \$714,840 and about \$545,000 respectively.
- 30. The additional annual salary provision involved in the transfer of the 167 non-directorate posts to the Environment Branch amounts to \$119,229,450. The additional full annual average staff cost (including salaries and staff on-cost) is about \$162,161,000. The above additional requirement for the Environment Branch will be offset by a corresponding reduction in salary provision and staff cost under EPD. This part of the proposal is therefore cost-neutral.
- 31. As a result of the creation and transfer of non-directorate posts under the re-organisation, some adjustments will need to be made to the ceilings currently placed on the total NAMS of all non-directorate posts in the permanent establishment of the Environment Branch and EPD. We will separately seek the approval of the Finance Committee for the changes to the approved estimates of 2022-23 for the Environment Branch and EPD as a result of the proposed reorganisation.

#### ADVICE SOUGHT

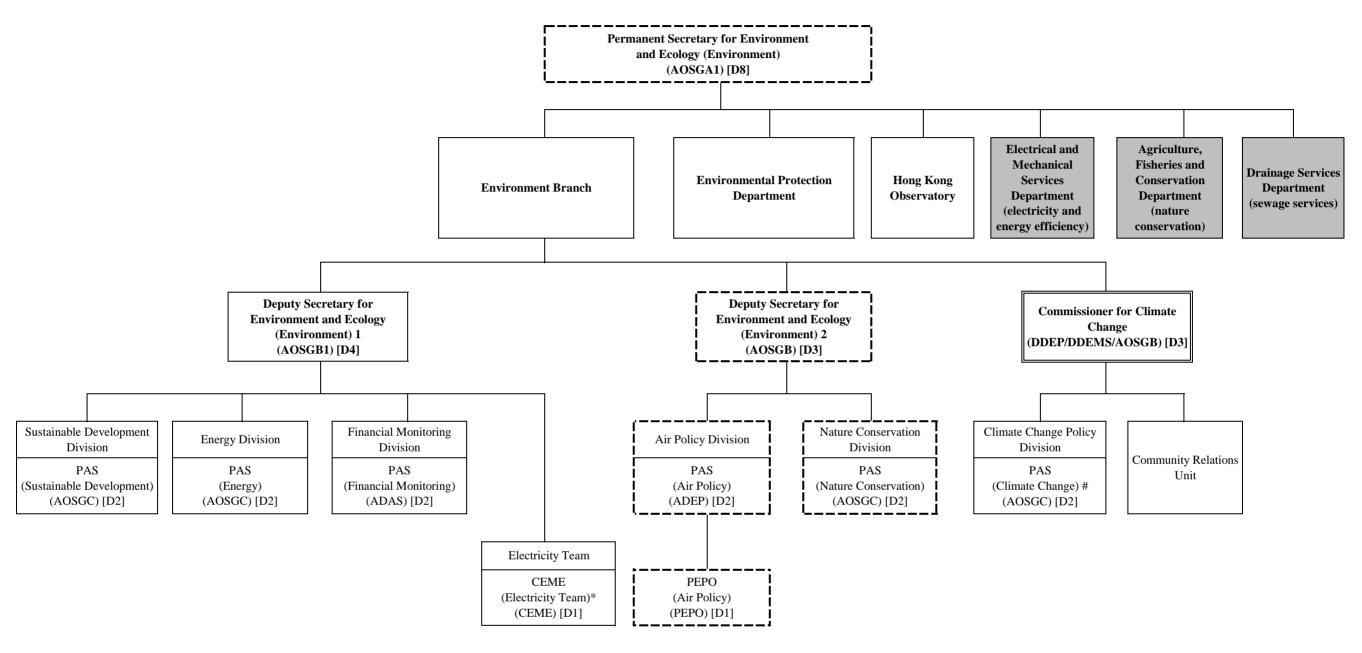
32. Members are invited to offer views on the above proposal. Subject to Members' views, we will submit the staffing proposal to the Establishment Subcommittee for consideration and seek approval from the Finance Committee.

Environment and Ecology Bureau Environmental Protection Department October 2022

#### Existing Organisation Chart of the Environment Branch of the Environment and Ecology Bureau and the Environmental Protection Department



#### Proposed Organisation Chart of the Environment Branch of the Environment and Ecology Bureau



#### Legend

Permanent Post Proposed for Creation

Posts Proposed to be Transferred from the Environmental Protection Department

() Rank in Respective Grade
Point in Directorate Pay Scale

ADAS - Assistant Director of Accounting Services

ADEP - Assistant Director of Environmental Protection

AOSGA1 - Administrative Officer Staff Grade A1 AOSGB1 - Administrative Officer Staff Grade B1

AOSGB - Administrative Officer Staff Grade B
AOSGC - Administrative Officer Staff Grade C

CEME - Chief Electrical and Mechanical Engineer

DDEMS - Deputy Director of Electrical and Mechanical Services
DDEP - Deputy Director of Environmental Protection

PAS - Principal Assistant Secretary

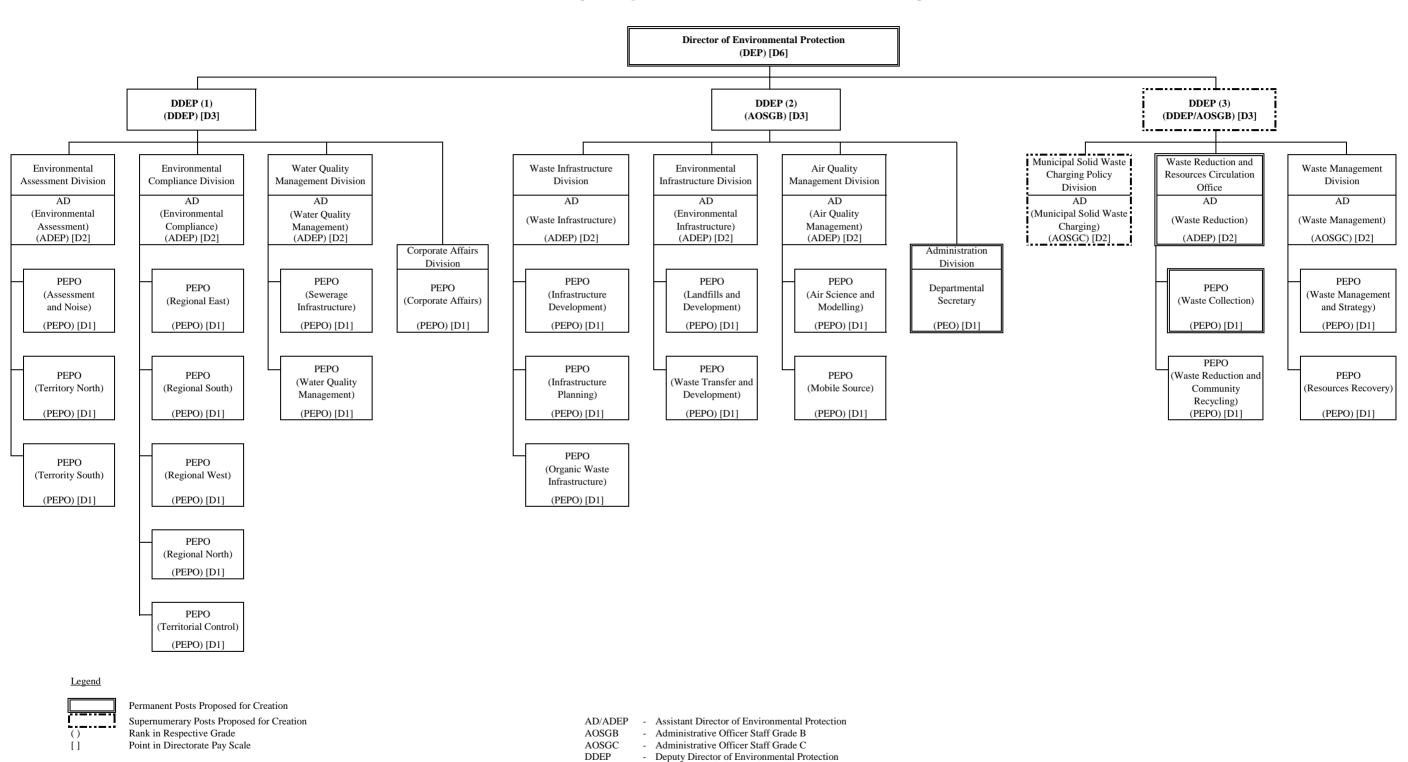
PEPO - Principal Environmental Protection Officer

Policy porfolios on electricity and energy efficiency, nature conservation and sewage services will remain under the purview of the Environment Branch of the Environment and Ecology Bureau upon the re-organisation

<sup>\*</sup> This post was created under Head 42 - Electrical and Mechanical Services Department

<sup>#</sup> The post, on loan to the Environmental Protection Department, will be returned back to the Environment Branch of the Environment and Ecology Bureau upon the re-organisation

#### **Proposed Organisation Chart of the Environmental Protection Department**



- Director of Environmental Protection

- Principal Environmental Protection Officer

- Principal Executive Officer

DEP

PEO

PEPO

### Job Description Permanent Secretary for Environment and Ecology (Environment)

Rank : Administrative Officer Staff Grade A1 (D8)

**Responsible to**: Secretary for Environment and Ecology (SEE)

### Main Duties and Responsibilities -

- 1. To assist SEE in reviewing and formulating government policies, legislative proposals and implementation programmes in areas of energy, environmental protection and assessment, air and water quality improvement, waste management, climate change, sustainable development and nature conservation;
- 2. To assist SEE in acquiring resources and deploying measures to support the implementation of policies and delivery of services;
- 3. To assist SEE in explaining and defending policies in Legislative Council (LegCo) Panels and Committees, in securing support of the public and LegCo, and in dealing with LegCo business;
- 4. To steer and coordinate with the executive departments to achieve smooth, timely and effective implementation of policies and programmes;
- 5. To uphold the reliability and professional standards in the delivery of services by executive departments;
- 6. To serve as the Controlling Officer for the expenditure head of the Environment Branch of the Environment and Ecology Bureau (EEB) and to ensure the proper use of financial resources within the branch;
- 7. To assume the housekeeping role in respect of the Environmental Protection Department, the Hong Kong Observatory, the Electricity and Energy Efficiency Branch of the Electrical and Mechanical Services Department, the Country and Marine Parks Branch and the Conservation Branch of the Agriculture, Fisheries and Conservation Department, and the Drainage Services Department in respect of sewage services; and
- 8. To manage staff resources in the Environment Branch of the EEB.

### Job Description Deputy Secretary for Environment and Ecology (Environment) 1

Rank : Administrative Officer Staff Grade B1 (D4)

**Responsible to**: Permanent Secretary for Environment and Ecology (Environment)

(PS(E))

### Main Duties and Responsibilities -

- 1. To assist PS(E) in reviewing, formulating, evaluating and monitoring government policies, legislative proposals and implementation programmes in areas of energy supply and safety, development of the electricity market, sustainable development, waste management and water quality improvement;
- 2. To devise strategic plans for the promotion of energy efficiency and renewable energy, as well as formulation of policies for the future fuel mix for electricity generation having regard to the energy policy and climate change objectives;
- 3. To oversee the implementation and reviews of the Scheme of Control Agreements signed with the power companies, as well as the Information and Consultation Agreement signed with the towngas company;
- 4. To assist PS(E) in steering and coordinating with the Environmental Protection Department, the Electricity and Energy Efficiency Branch of the Electrical and Mechanical Services Department and the Drainage Services Department in respect of sewage services to achieve smooth, timely and effective implementation of policies and programmes; and
- 5. To assist PS(E) in overseeing the Administration Division in managing staffing and financial resources.

# Job Description Principal Assistant Secretary for Environment and Ecology (Sustainable Development)

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to**: Deputy Secretary for Environment and Ecology (Environment) 1

#### **Main Duties and Responsibilities –**

- 1. To provide support to the reviewing, formulating, evaluating and monitoring of government policies, legislative proposals and implementation programmes in areas of sustainable development, waste management, water quality improvement and green procurement;
- 2. To assist in devising strategic plans and initiatives for the promotion of development of renewable energy in Hong Kong;
- 3. To assist in the formulation of policies and initiatives relating to the future fuel mix for electricity generation having regard to the energy policy and climate change objectives; and
- 4. To assist in the housekeeping of the Environmental Protection Department and the Drainage Services Department in respect of sewage services.

### Job Description Principal Assistant Secretary for Environment and Ecology (Energy)

Rank : Administrative Officer Staff Grade C (D2)

**Responsible to**: Deputy Secretary for Environment and Ecology (Environment) 1

### Main Duties and Responsibilities -

- 1. To provide support to the reviewing, formulating, evaluating and monitoring of government policies, legislative proposals and implementation programmes in areas of energy supply and safety, energy conservation and development of the electricity market in Hong Kong;
- 2. To assist in devising strategic plans and initiatives for the promotion of energy efficiency, energy saving and green building;
- 3. To assist in overseeing the implementation and review of the Scheme of Control Agreements;
- 4. To oversee the development of District Cooling System projects in Hong Kong;
- 5. To provide secretariat support to the Energy Advisory Committee; and
- 6. To assist in the housekeeping of the Electricity and Energy Efficiency Branch of the Electrical and Mechanical Services Department.

# Job Description Principal Assistant Secretary for Environment and Ecology (Financial Monitoring)

Rank : Assistant Director of Accounting Services (D2)

**Responsible to**: Deputy Secretary for Environment and Ecology (Environment) 1

#### Main Duties and Responsibilities –

- 1. To provide support to the financial monitoring of the power companies pursuant to the Scheme of Control Agreements, including reviewing the periodic long-term development plans submitted by the power companies, conducting annual auditing review of the power companies' performance, and assessing annual tariff adjustment proposals of the power companies;
- 2. To provide support to the financial monitoring of the towngas company pursuant to the Information and Consultation Agreement, including assessing tariff adjustment proposals of the towngas company and monitoring annual disclosure of corporate information to the public;
- 3. To monitor and promote transparency of the retail prices of auto-fuel and domestic liquefied petroleum gas; and
- 4. To provide support to the tendering of petrol filling stations and electric vehicle charging stations which are converted from petrol filling stations.

### Job Description Deputy Secretary for Environment and Ecology (Environment)2

**Rank** : Administrative Officer Staff Grade B (D3)

**Responsible to**: Permanent Secretary for Environment and Ecology (Environment)

(PS(E))

### Major Duties and Responsibilities -

- 1. To assist PS(E) in reviewing, formulating, evaluating and monitoring government policies, legislative proposals and implementation programmes in areas of air quality improvement, air pollution and noise control, environmental impact assessment and nature conservation;
- 2. To devise strategic plans and initiatives for the promotion of the development of green transport including new energy vehicles and vessels;
- 3. To devise strategic plans and initiatives for the promotion of biodiversity and protection of endangered species and wild animals, as well as conservation of country parks and marine parks;
- 4. To promote countryside conservation and oversee the work of the Countryside Conservation Office:
- 5. To assist PS(E) in steering and coordinating with the Country and Marine Parks Branch and the Conservation Branch of the Agriculture, Fisheries and Conservation Department;
- 6. To oversee the operation of the Advisory Committee on Environment; and
- 7. To oversee the coordination of cross-boundary issues of the Environment Branch of the Environment and Ecology Bureau and the provision of secretariat support to environment-related appeal board panels.

### Job Description Principal Assistant Secretary for Environment and Ecology (Air Policy)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Secretary for Environment and Ecology (Environment) 2

### Major Duties and Responsibilities –

- 1. To provide support to the reviewing, formulating, evaluating and monitoring of government policies, legislative proposals and implementation programmes in areas of air quality improvement, green transport, air pollution and noise control as well as environmental impact assessment;
- 2. To provide support to the formulation of policies and initiatives for the protection of the ozone layer pursuant to the Montreal Protocol on Substances that Deplete the Ozone Layer and phase-down of hydrofluorocarbons pursuant to the Kigali Amendment;
- 3. To assist in devising strategic plans and initiatives for the promotion of green transport and development of new energy vehicles and vessels for the attainment of zero carbon emissions in the transport sector;
- 4. To formulate strategic plans and initiatives relating to the cross-boundary and regional air quality in the Greater Bay Area; and
- 5. To oversee the operation of the New Energy Transport Fund.

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### Job Description Principal Environmental Protection Officer (Air Policy)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Principal Assistant Secretary for Environment and Ecology (Air

Policy)

### Major Duties and Responsibilities -

- 1. To assist in reviewing, formulating, evaluating and monitoring government policies, legislative proposals and implementation programmes for the attainment of Hong Kong's air quality policy goals, air pollution control, and development of green transport and new energy vehicles and vessels;
- 2. To assist in the development of environmental programmes and initiatives to prevent and control air pollution and promote good indoor air quality;
- 3. To oversee the implementation and review of the Hong Kong Roadmap on Popularisation of Electric Vehicles;
- 4. To assist in the development and formulation of air policy and strategy relating to the cross-boundary and regional air quality in the Greater Bay Area;
- 5. To assist in the formulation of air policy on international initiatives and requirements which include protection of the ozone layer pursuant to the Montreal Protocol on Substances that Deplete the Ozone Layer and phase-down of hydrofluorocarbons pursuant to the Kigali Amendment; and
- 6. To assist in the management of the New Energy Transport Fund and provide secretarial support to its Steering Committee.

## Job Description Principal Assistant Secretary for Environment and Ecology (Nature Conservation)

Rank : Administrative Officer Staff Grade C (D2)

**Responsible to**: Deputy Secretary for Environment and Ecology (Environment) 2

### Major Duties and Responsibilities -

- 1. To provide support to the reviewing, formulating, evaluating and monitoring of government policies, legislative proposals and implementation programmes in areas of nature conservation, including biodiversity, protection of endangered species and wild animals;
- 2. To provide support to the formulation of policy and initiatives on conservation of country parks, special areas, marine parks and marine reserve;
- 3. To assist in overseeing the implementation of the Nature Conservation Policy;
- 4. To oversee the strategies and measures to tackle wildlife nuisance, especially wild pigs and monkeys;
- 5. To formulate policies and initiatives on countryside conservation and assist in overseeing the work of the Countryside Conservation Office, including the management of the Countryside Conservation Funding Scheme and provision of secretariat support to the Advisory Committee on Countryside Conservation; and
- 6. To assist in the housekeeping of the Country and Marine Parks Branch and the Conservation Branch of the Agriculture, Fisheries and Conservation Department.

### **Job Description Commissioner for Climate Change**

**Rank**: Deputy Director of Environmental Protection (D3)/

Deputy Director of Electrical and Mechanical Services (D3)/

Administrative Officer Staff Grade B (D3)

**Responsible to**: Permanent Secretary for Environment and Ecology (Environment)

(PS(E))

### Major Duties and Responsibilities –

1. To assist PS(E) in reviewing, formulating, coordinating and monitoring Government's strategies, policies and actions plans for tackling climate change and achieving carbon neutrality for Hong Kong;

- 2. To head the new Climate Change and Carbon Neutrality Office for overseeing the formulation, implementation and timely review of the Climate Action Plan for Hong Kong;
- 3. To oversee provision of support to a high-level steering committee on climate change and carbon neutrality, and facilitate cross-bureaux efforts in implementation of steering committee's recommendations;
- 4. To promote research and development and application of new energy and new technologies for low-carbon transition, including overseeing the operation of the Green Tech Fund;
- 5. To promote international and cross-boundary collaboration on climate actions and low-carbon transition;
- 6. To raise public awareness and solicit support from the community as well as business and industry on climate actions and low-carbon lifestyle;
- 7. To oversee the operation of the Environment and Conservation Fund and the Environmental Campaign Committee; and
- 8. To assist PS(E) in steering and coordinating with the Hong Kong Observatory.

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### Job Description Principal Assistant Secretary for Environment and Ecology (Climate Change)

Rank : Administrative Officer Staff Grade C (D2)

**Responsible to**: Commissioner for Climate Change

### Major Duties and Responsibilities -

- 1. To provide support to the reviewing, formulating, coordinating and monitoring of the Government's strategies, policies and actions plans for tackling climate change and achieving carbon neutrality for Hong Kong;
- 2. To assist in the formulation, implementation and timely review of the Climate Action Plan for Hong Kong;
- 3. To provide support to a high-level steering committee on climate change and carbon neutrality, and inter-departmental task force or working group to explore new energy development or innovative decarbonisation strategies;
- 4. To engage the public on climate actions, including providing support to the relevant advisory committee and the Carbon Neutrality Partnership;
- 5. To provide support for research and development and application of new energy and new technologies for low-carbon transition, including overseeing the operation of the Green Tech Fund;
- 6. To assist in the implementation of international agreements on climate change and promotion of international and cross-boundary cooperation on climate actions; and
- 7. To assist in the housekeeping of the Hong Kong Observatory.

### Job Description Director of Environmental Protection

**Rank**: Director of Environmental Protection (D6)

**Responsible to**: Permanent Secretary for Environment and Ecology (Environment)

(PS(E))

### Major Duties and Responsibilities -

- 1. To assist PS(E) in the formulation and review of the Government's environmental policies, strategies and legislative proposals on waste management; air and water quality; pollution and noise control; environmental impact assessment; and other environment-related tasks which contribute to the tackling of climate change and achievement of carbon neutrality for Hong Kong;
- 2. To assist PS(E) in the implementation of policies, strategies, legislation and programmes on waste management; air and water quality; pollution and noise control; environmental impact assessment, planning of infrastructure; and other environment-related tasks which contribute to the tackling of climate change and achievement of carbon neutrality as well as sustainable development and environmental health matters for Hong Kong;
- 3. To be the statutory authority for the various environmental protection and pollution control ordinances;
- 4. To assist PS(E) in explaining environmental policies to the community and securing the support of the public and the Legislative Council;
- 5. To lead engagement with local, Mainland and overseas stakeholders and authorities at senior level on matters relating to environmental protection;
- 6. To promote public awareness and education on environmental protection and related issues;
- 7. To secure and deploy resources needed to implement agreed policies, strategies, infrastructure, plans and programmes, handling of environmental incidents and to serve as the Controlling Officer for the expenditure head of the Environmental Protection Department; and
- 8. To oversee the management of the Environmental Protection Officer Grade as Head of Grade and ensure the professional and technical excellence of the

department in the delivery of public services and to lead, direct, manage and
motivate all staff of the department for that purpose.

### Job Description Departmental Secretary

**Rank** : Principal Executive Officer (D1)

**Responsible to**: Deputy Director of Environmental Protection (2)

### Major Duties and Responsibilities -

- 1. To oversee human resources management of the Environmental Protection Department (EPD), such as administration of recruitment, promotion, employment terms and benefits, establishment control and manpower, discipline, and conditions of service:
- 2. To oversee the financial management and accounting work of EPD, including to plan, manage and advise on the acquisition, use and redeployment of financial resources, put in place internal controls and departmental accounting procedures in compliance with government rules and regulations, oversee accounting matters in connection with the operation of waste facilities and Capital Works Reserve Fund projects, provide procurement and supplies service, etc.;
- 3. To advise on staff relations matters including staff engagement and consultation strategies;
- 4. To oversee the provision of administrative support services in the areas of records management, translation services, transport services, information technology services, departmental green, safety and health matters, etc.; and
- 5. To oversee the management of the general and common grades staff in EPD and take care of their appointments and promotion, training and development, conduct and discipline, pay and conditions of service, welfare and benefits.

### Job Description Deputy Director of Environmental Protection (1)

**Rank**: Deputy Director of Environmental Protection (D3)

**Responsible to**: Director of Environmental Protection (DEP)

### Major Duties and Responsibilities -

- 1. To steer and oversee the implementation of government policies, strategies, legislation and programmes in areas of environmental impact assessment, environmental compliance, water quality management, water pollution incidents, sewage related environmental health matters, prevention of noise pollution, corporate affairs and prosecutions; and ensure the efficient and effective delivery of public services in these areas;
- 2. To steer the environmental impact assessment process to ensure balance of the public interests in protecting the environment and efficient delivery of major designated projects for sustainable development of Hong Kong;
- 3. To steer and oversee the revitalisation and management of restored landfills;
- 4. To formulate departmental policies and procedures in relation to the implementation and enforcement of environmental legislation;
- 5. To steer the department's corporate planning as well as the professional training and development;
- 6. To oversee the coordination of Environmental Protection Department's cross-boundary and international cooperation on environmental protection; and
- 7. To assist DEP to discharge his/her duties as statutory authority under the various environmental protection and pollution control ordinances.

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### Job Description Assistant Director of Environmental Protection (Environmental Assessment)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (1)

### Major Duties and Responsibilities -

- 1. To assist in the strategic planning, programme development and implementation of government policies, legislation and programmes in areas of environmental impact assessment (EIA) and noise management;
- 2. To oversee the EIA process to ensure balance of the public interests in protecting the environment and efficient delivery of major designated projects;
- 3. To oversee the administration of the EIA process under the EIA Ordinance;
- 4. To administer the retrofitting of noise barriers and low noise road surfacing programmes;
- 5. To oversee the review of Noise Control Ordinance and EIA Ordinance; and
- 6. To oversee the implementation of revitalisation and management of restored landfill.

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### Job Description Principal Environmental Protection Officer (Assessment and Noise)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Assessment)

### Major Duties and Responsibilities -

- 1. To plan and develop programme in the field of noise management;
- 2. To oversee the noise impact assessment for environmental impact assessment-related work;
- 3. To plan and implement the review of Noise Control Ordinance;
- 4. To administer the retrofitting noise barriers and low noise road surfacing programmes; and
- 5. To plan and develop Innovative Noise Mitigation Designs and Measures.

### Job Description Principal Environmental Protection Officer (Territory North)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Assessment)

### Major Duties and Responsibilities -

- 1. To plan and develop programme in the field of environmental impact assessment (EIA);
- 2. To administer the application of the EIA process under the EIA Ordinance in Territory North;
- 3. To administer the territorial planning and strategic environmental assessment; and
- 4. To coordinate the interactions between the statutory EIA process and other planning, funds approval and decision making processes.

### Job Description Principal Environmental Protection Officer (Territory South)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Assessment)

### Major Duties and Responsibilities -

- 1. To plan and develop programme in the field of environmental impact assessment (EIA);
- 2. To administer the application of the EIA process under the EIA Ordinance in Territory South;
- 3. To oversee the review of EIA guidelines and process; and
- 4. To coordinate the interactions between the statutory EIA process and other planning, funds approval and decision making processes.

# Job Description Assistant Director of Environmental Protection (Environmental Compliance)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (1)

#### Major Duties and Responsibilities -

- 1. To oversee the implementation and enforcement of various environmental legislation;
- 2. To oversee the services, activities and law enforcement functions of the four Regional Offices and a Territorial Control Office in carrying out inspections, licensing control, and handling of complaints; and
- 3. To formulate strategies and initiatives to facilitate the public and business trades on environmental compliance.

# Job Description Principal Environmental Protection Officer (Regional East)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Compliance)

#### Major Duties and Responsibilities -

- 1. To coordinate the implementation and enforcement of various environmental legislation in districts;
- 2. To liaise with District Councils, area committees and other stakeholders on control activities in relation to implementation and pollution control and enforcement activities;
- 3. To manage and direct the work of Regional Office (East);
- 4. To contribute to the identification of priority areas for implementing pollution control functions in the districts;
- 5. To coordinate the provision of advice to industrialists and the public regarding the control of water, air and noise pollution and waste disposal; and
- 6. To respond to local pollution complaints and undertake public relations duties.

# Job Description Principal Environmental Protection Officer (Regional South)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Compliance)

#### Major Duties and Responsibilities -

- 1. To coordinate the implementation and enforcement of various environmental legislation in districts;
- 2. To liaise with District Councils, area committees and other stakeholders on control activities in relation to implementation and pollution control and enforcement activities;
- 3. To manage and direct the work of Regional Office (South);
- 4. To contribute to the identification of priority areas for implementing pollution control functions in the districts;
- 5. To coordinate the provision of advice to industrialists and the public regarding the control of water, air and noise pollution and waste disposal; and
- 6. To respond to local pollution complaints and undertake public relations duties.

# Job Description Principal Environmental Protection Officer (Regional West)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Compliance)

#### Major Duties and Responsibilities -

- 1. To coordinate the implementation and enforcement of various environmental legislation in districts;
- 2. To liaise with District Councils, area committees and other stakeholders on control activities in relation to implementation and pollution control and enforcement activities;
- 3. To manage and direct the work of Regional Office (West);
- 4. To contribute to the identification of priority areas for implementing pollution control functions in the districts;
- 5. To coordinate the provision of advice to industrialists and the public regarding the control of water, air and noise pollution and waste disposal; and
- 6. To respond to local pollution complaints and undertake public relations duties.

# Job Description Principal Environmental Protection Officer (Regional North)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Compliance)

#### Major Duties and Responsibilities -

- 1. To coordinate the implementation and enforcement of various environmental legislation in districts;
- 2. To liaise with District Councils, area committees and other stakeholders on control activities in relation to implementation and pollution control and enforcement activities;
- 3. To manage and direct the work of Regional Office (North);
- 4. To contribute to the identification of priority areas for implementing pollution control functions in the districts;
- 5. To coordinate the provision of advice to industrialists and the public regarding the control of water, air and noise pollution and waste disposal; and
- 6. To respond to local pollution complaints and undertake public relations duties.

### Job Description Principal Environmental Protection Officer (Territorial Control)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Compliance)

#### Major Duties and Responsibilities -

- 1. To coordinate the implementation of territory-wide control programmes and enforcement of various environmental legislation;
- 2. To plan and develop the control strategies and implement the control of clinical waste, marine dumping, import and export of waste, chemical waste, distribution and disposal of regulated electrical and electronic equipment, and plastic shopping bag charging;
- 3. To manage and direct the work of Territorial Control Office; and
- 4. To provide legislative and enforcement support to Regional Offices.

# Job Description Assistant Director of Environmental Protection (Water Quality Management)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (1)

#### Major Duties and Responsibilities -

- 1. To assist in the strategic planning, programme development and implementation of government policies, legislation and programmes in areas of water quality management and sewerage infrastructure;
- 2. To oversee shoreline and marine floating refuse management;
- 3. To oversee the assessment of water quality impact and land contamination for environmental impact assessment-related work; and
- 4. To provide support to the Environment Branch of the Environment and Ecology Bureau to housekeep Drainage Services Department in respect of sewage services and the Sewage Services Charging Scheme.

# Job Description Principal Environmental Protection Officer (Sewerage Infrastructure)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Water Quality

Management)

#### Major Duties and Responsibilities -

- 1. To assist in the formulation of strategy in sewerage infrastructure planning;
- 2. To plan and develop programmes for regional sewerage infrastructure and near-shore water quality improvement measures;
- 3. To assess the sewerage impact of new developments; and
- 4. To provide support to the Environment Branch of the Environment and Ecology Bureau to housekeep Drainage Services Department in respect of sewage services and the Sewage Services Charging Scheme.

# Job Description Principal Environmental Protection Officer (Water Quality Management)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Water Quality

Management)

#### Major Duties and Responsibilities -

- 1. To plan and develop programmes in water quality management;
- 2. To implement shoreline and marine floating refuse management;
- 3. To oversee water quality modelling and assessment;
- 4. To implement the assessment of water quality and land contamination for environmental impact assessment-related work; and
- 5. To plan and implement the monitoring of the marine, river and beach water quality.

# Job Description Principal Environmental Protection Officer (Corporate Affairs)

**Rank**: Principal Environmental Protection Officer (D1)

**Responsible to**: Deputy Director of Environmental Protection (1)

#### Major Duties and Responsibilities -

- 1. To oversee the professional training and development;
- 2. To oversee the management and operation of the Environmental Academy;
- 3. To provide support on prosecution and corporate matters;
- 4. To provide support and coordinate cross-boundary and international matters, including those in relation to the Guangdong-Hong Kong-Macao Greater Bay Area; and
- 5. To oversee the adoption of smart technologies in the department's work.

# Job Description Deputy Director of Environmental Protection (2)

**Rank** : Administrative Officer Staff Grade B (D3)

**Responsible to**: Director of Environmental Protection

#### Major Duties and Responsibilities -

- 1. To steer and oversee the planning, development and operation of a network of waste-to-energy and waste-to-resources facilities including the Integrated Waste Management Facilities and food waste treatment facilities;
- 2. To steer the management and operation of the strategic landfills and the development of their extensions, as well as the network of refuse transfer stations;
- 3. To steer and oversee the development of construction waste sorting facilities, the implementation of Construction Waste Disposal Charging Scheme as well as the upgrading of refuse collection point infrastructure;
- 4. To supervise the operation of the Recycling Fund and the provision and development of infrastructural support for the sustainable development of the recycling industry;
- 5. To steer and oversee the implementation of policies and strategies on air quality management and improvement including development of air quality monitoring programme and air science research studies; and
- 6. To oversee the department's general administration, financial and resources management.

# Job Description Assistant Director of Environmental Protection (Waste Infrastructure)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (2)

#### Major Duties and Responsibilities -

- 1. To oversee the management and operation of existing special waste management infrastructure, including T·PARK (sludge treatment facility), Chemical Waste Treatment Centre, O·PARK1 (Organic Resources Recovery Centre Phase 1), Y·PARK (yard waste recycling centre), Food Waste/Sewage Sludge Anaerobic Co-digestion Trial Schemes at the Tai Po Sewage Treatment Work (STW) and Animal Waste Composting Centre as well as livestock waste collection service;
- 2. To oversee the construction and development of I·PARK1 (Integrated Waste Management Facilities Phase 1), O·PARK2 (Organic Resources Recovery Centre Phase 2), Food Waste/ Sewage Sludge Anaerobic Co-digestion Trial Schemes at the Sha Tin STW, Pilot Biochar Production Plant and Pilot Chicken Waste Treatment Project;
- 3. To oversee the strategic planning and programme development of new Integrated Waste Management Facilities (including the Phase 2 and future phases) as well as new Sewage Sludge Anaerobic Co-digestion projects;
- 4. To coordinate and oversee the management and monitoring system on departmental consultancies and contractual procedures; and
- 5. To oversee the development and operation of EcoPark.

# Job Description Principal Environmental Protection Officer (Infrastructure Development)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Waste

Infrastructure)

#### Major Duties and Responsibilities -

- 1. To manage the construction and development of the Integrated Waste Management Facilities Phase 1 (I·PARK1) and the associated compensatory marine park;
- 2. To manage the sludge treatment facility (T·PARK) for handling sewage sludge;
- 3. To manage the Chemical Waste Treatment Centre for treating the chemical waste and clinical waste in Hong Kong; and
- 4. To facilitate training and development of professional knowledge and capacity of the staff in the Waste Infrastructure Division.

# Job Description Principal Environmental Protection Officer (Infrastructure Planning)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Waste

Infrastructure)

#### Major Duties and Responsibilities –

- 1. To oversee the development of and conduct the engineering feasibility and environmental impact assessment study for the Integrated Waste Management Facilities Phase 2 (I·PARK2), as well as the development of the future phases of the Integrated Waste Management Facilities;
- 2. To develop and manage the operation of the yard waste recycling centre (Y·PARK), the Pilot Biochar Production Plant as well as to formulate strategies and programmes for yard waste management; and
- 3. To manage and develop the EcoPark to support sustainable development of recycling industry.

# Job Description Principal Environmental Protection Officer (Organic Waste Infrastructure)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Waste

Infrastructure)

#### Major Duties and Responsibilities –

- 1. To develop and manage the operation of the Organic Resources Recovery Centre Phase 1 (O·PARK1) and Phase 2 (O·PARK2), as well as the development of the future phases of the Organic Resources Recovery Centre network;
- 2. To develop and manage the implementation of the Food Waste/Sewage Sludge Anaerobic Co-digestion Trial Schemes at the Tai Po and Sha Tin Sewage Treatment Works, as well as the development of food waste pre-treatment facilities for all Food Waste Sewage Sludge Anaerobic Co-digestion projects; and
- 3. To manage the Animal Waste Composting Centre and livestock waste collection service as well as to explore the use of innovative technologies to treat organic waste more effectively including the Pilot Chicken Waste Treatment Project (i.e. Bioconversion of Organic Waste from Chicken Farms by Detritivores).

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# Job Description Assistant Director of Environmental Protection (Environmental Infrastructure)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (2)

#### Major Duties and Responsibilities -

- 1. To supervise the management and operation of three strategic landfills and a network of refuse transfer stations (RTS);
- 2. To plan and develop the landfill extensions, new RTS and construction waste sorting facilities;
- 3. To oversee the implementation of the Construction Waste Disposal Charging Scheme;
- 4. To plan and implement the upgrading of the coastal road network near the West New Territories Landfill;
- 5. To oversee the upgrading of the infrastructure of refuse collection points; and
- 6. To supervise the operation of the Recycling Fund.

# Job Description Principal Environmental Protection Officer (Landfills and Development)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Infrastructure)

#### Major Duties and Responsibilities -

- 1. To manage and supervise the operation of three strategic landfills;
- 2. To plan, develop and manage the strategic landfill extension projects;
- 3. To plan, develop and manage the beneficial uses of the strategic landfills, including utilisation of renewable energy initiatives;
- 4. To plan and implement other projects and initiatives associated with the landfill development and liaise with stakeholders on their concerns and requirements;
- 5. To manage the disposal of construction waste at the strategic landfills, and oversee and implement the Construction Waste Disposal Charging Scheme; and
- 6. To plan and develop construction waste handling and sorting facilities.

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# Job Description Principal Environmental Protection Officer (Waste Transfer and Development)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Environmental

Infrastructure)

#### Major Duties and Responsibilities -

- 1. To plan, manage and supervise the operation of the refuse transfer station network;
- 2. To manage the Charging Scheme for Refuse Transfer Service;
- 3. To work with the Highways Department to plan, develop and implement the upgrading of the coastal road network near the West New Territories Landfill;
- 4. To manage the implementation and operation of the Recycling Fund; and
- 5. To supervise and implement the upgrading works of the infrastructure of refuse collection points.

# Job Description Assistant Director of Environmental Protection (Air Quality Management)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (2)

#### Major Duties and Responsibilities -

- 1. To plan and develop programme in the field of air quality management;
- 2. To oversee the implementation of the on-going air quality control programmes including emission control on power plants, vehicles, vessels and non-road mobile machinery;
- 3. To oversee the implementation of green transport initiatives; and
- 4. To oversee the air quality impact and hazard assessment for land use planning and environmental impact assessment-related work.

# Job Description Principal Environmental Protection Officer (Air Science and Modelling)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Air Quality

Management)

#### Major Duties and Responsibilities -

- 1. To oversee the development and operation of the air quality monitoring network and disseminating air quality information;
- 2. To plan, develop and execute air science projects;
- 3. To oversee air quality management work;
- 4. To supervise air quality impact and hazard assessment work; and
- 5. To develop and implement air science collaboration work with the Mainland authorities.

# Job Description Principal Environmental Protection Officer (Mobile Source)

Rank : Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Air Quality

Management)

#### Major Duties and Responsibilities -

- 1. To oversee the planning, development, implementation and enforcement of vehicle emission control programmes;
- 2. To supervise the development and compilation of vehicle emission inventory;
- 3. To oversee the implementation of green transport initiatives; and
- 4. To manage the Cleaner Production Partnership Programme.

# Job Description Deputy Director of Environmental Protection (3)

**Rank**: Deputy Director of Environmental Protection (D3)/

Administrative Officer Staff Grade B (D3)

**Responsible to**: Director of Environmental Protection

#### Major Duties and Responsibilities -

- 1. To steer and oversee the establishment and operation of the new Waste Reduction and Resources Circulation Office, which will be responsible for the implementation and enforcement of municipal solid waste (MSW) charging;
- 2. To steer and oversee the coordination with the Food and Environmental Hygiene Department on the plan to take over the management of refuse collection points and territory-wide household refuse collection services;
- 3. To steer and oversee the preparatory work, implementation, and review of MSW charging;
- 4. To steer and oversee the work related to the planning and implementation of various producer responsibility schemes, management of waste plastics, collection of various kinds of recyclables as well as the development and management of the community recycling network and outreach service; and
- 5. To oversee the development and implementation of food waste collection service.

# Job Description Assistant Director of Environmental Protection (Municipal Solid Waste Charging)

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to**: Deputy Director of Environmental Protection (3)

#### Major Duties and Responsibilities –

- 1. To oversee the implementation of municipal solid waste (MSW) charging;
- 2. To supervise the preparatory work for implementation of MSW charging including necessary legislative work;
- 3. To supervise the development and operation of the distribution, manufacturing and inventory system for designated bags and designated labels and the establishment of a retail network:
- 4. To supervise the development and implementation of necessary charging infrastructure and relevant registration system;
- 5. To supervise the engagement of stakeholders in different sectors such as property management companies and frontline cleansing workers and develop relevant guidelines;
- 6. To devise and execute territory-wide publicity and public education campaign and activities in collaboration with stakeholders; and
- 7. To supervise the review of MSW charging.

# Job Description Assistant Director of Environmental Protection (Waste Reduction)

Rank : Assistant Director of Environmental Protection (D2)

**Responsible to**: Deputy Director of Environmental Protection (3)

#### Major Duties and Responsibilities –

- 1. To supervise the establishment and operation of the new Waste Reduction and Resources Circulation Office;
- 2. To supervise the enforcement of municipal solid waste charging;
- 3. To coordinate with the Food and Environmental Hygiene Department on the plan to take over the management of refuse collection points and territory-wide household refuse collection services;
- 4. To supervise the development and implementation of food waste collection service as well as other related food waste reduction and recycling initiatives; and
- 5. To promote public awareness on waste reduction and recycling, and develop and manage the community recycling network and outreaching service.

# Job Description Principal Environmental Protection Officer (Waste Collection)

**Rank**: Principal Environmental Protection Officer (D1)

**Responsible to**: Assistant Director of Environmental Protection (Waste Reduction)

#### Major Duties and Responsibilities –

- 1. To provide support in the establishment and operation of the new Waste Reduction and Resources Circulation Office;
- 2. To devise and execute the enforcement strategies for municipal solid waste (MSW) charging and application of information technology to complement enforcement:
- 3. To assist in the coordination with the Food and Environmental Hygiene Department on the plan to take over of the management of refuse collection points and territory-wide household refuse collection services and develop strategies and plans to create synergy with collection of recyclables;
- 4. To work with District Councils and other stakeholders on issues relating to refuse collection points and household refuse collection services; and
- 5. To develop and implement food waste collection service as well as other related food waste reduction and recycling initiatives.

# Job Description Principal Environmental Protection Officer (Waste Reduction and Community Recycling)

**Rank**: Principal Environmental Protection Officer (D1)

**Responsible to**: Assistant Director of Environmental Protection (Waste Reduction)

#### Major Duties and Responsibilities -

- 1. To provide support in the development of strategies and preparatory work for implementation of municipal solid waste (MSW) charging, including the development and operation of the distribution, manufacturing and inventory system for designated bags and designated labels and the establishment of a retail network; the development and implementation of necessary charging infrastructure and registration system at refuse transfer stations and landfills; and the engagement of stakeholders in different sectors, such as property management companies and frontline cleansing workers, and develop relevant guidelines;
- 2. To devise and execute the publicity and public education programme relating to MSW charging and community recycling;
- 3. To provide support to the review of MSW charging;
- 4. To oversee the operation of the GREEN@COMMUNITY community recycling network;
- 5. To liaise and coordinate with government bureaux/departments and other organisations in formulating and implementing measures and initiatives to promote waste reduction and recycling; and
- 6. To oversee the territory-wide outreaching services provided by Green Outreach.

# Job Description Assistant Director of Environmental Protection (Waste Management)

**Rank** : Administrative Officer Staff Grade C (D2)

**Responsible to**: Deputy Director of Environmental Protection (3)

#### Major Duties and Responsibilities –

- 1. To assist in the strategic planning, programme development and implementation of government policies, legislation and programmes in the area of waste management;
- 2. To oversee the planning and implementation of existing producer responsibility schemes (PRSs) (covering waste electrical and electronic equipment (WEEE) and glass beverage containers), and the development and implementation of PRSs for new products;
- 3. To oversee the operation of WEEE·PARK (the WEEE Treatment and Recycling Facilities);
- 4. To oversee the planning and implementation of territory-wide collection of waste paper and waste plastics;
- 5. To oversee the progressive control on single-use plastic products, including plastic shopping bags, disposable plastic tableware, plastic containers, plastic packaging, etc.; and
- 6. To formulate strategies to promote sustainable development of the recycling industry and green lifestyle.

# Job Description Principal Environmental Protection Officer (Waste Management and Strategy)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Waste

Management)

#### Major Duties and Responsibilities –

- 1. To oversee the operation and implementation of the producer responsibility schemes (PRSs) on waste electrical and electronic equipment (WEEE), including the operation of WEEE·PARK, and glass beverage containers;
- 2. To oversee the development of new PRSs on non-plastic new products, including EV batteries, and the planning on waste management strategies for other non-plastic products;
- 3. To oversee the operation of various voluntary recycling programmes for electrical and electronic equipment managed by the trade;
- 4. To conduct research on waste management practices in other places and to facilitate training and development of professional knowledge and capacity of staff in the division; and
- 5. To liaise with business sectors to promote green business practices on waste reduction.

# Job Description Principal Environmental Protection Officer (Resources Recovery)

**Rank**: Principal Environmental Protection Officer (D1)

Responsible to: Assistant Director of Environmental Protection (Waste

Management)

#### Major Duties and Responsibilities -

- 1. To develop and implement territory-wide collection and recycling services of waste paper;
- 2. To oversee and manage the Plastic Recycling Pilot Scheme and the Reverse Vending Machine Pilot Scheme;
- 3. To plan and implement the control on single-use plastic products, including plastic shopping bags, disposable plastic tableware, plastic containers, plastic packaging, etc;
- 4. To liaise with different stakeholders, including businesses, material suppliers and consumers, to develop information sharing platform on single-use plastics and alternatives; and
- 5. To liaise with different stakeholders to promote the sustainable development of the recycling industry, and to develop and implement public education programmes to promote green lifestyle.