

Rating and Valuation Department

Environmental Report 2025-2026

The Department is primarily responsible for the assessment of properties to rates and Government rent, maintaining accounts and issuing demand notes for their collection. We provide property valuation advice to Government bureaux and departments and compile property market statistics. We also administer the Landlord and Tenant (Consolidation) Ordinance and provide relevant advisory and mediatory services to the public. As at 31 March 2026, the Department had an establishment ceiling of 969 posts and the revised estimate of Operational Expenses for 2025-2026 was around \$754 million. Our head office is located at the Cheung Sha Wan Government Offices (CSWGO), and the building management is centrally undertaken by the Government Property Agency. We also operated an outstation office in the Immigration Tower^{Note 1} in 2025-2026.

(A) Environmental Policy and Objectives

2. The Department is committed to ensuring that our operations are conducted in an environmentally responsible manner and meeting the commitments of the Clean Air Charter. The Department has formulated its environmental policy and objectives as follows –

- Policy : The Rating and Valuation Department (RVD) will exercise the principles of Reduce, Reuse and Recycle in the consumption of resources.
- Objectives : Resources saving and waste reduction

3. The Department has integrated an environmentally responsible culture in all aspects of its operations and has accorded a high priority in implementing various green housekeeping measures in its operations, with a view to contributing in achieving carbon neutrality before 2026. To this end, our Departmental Secretary is appointed as Green Manager to oversee and review the Department's green measures.

Note 1: Office at the Immigration Tower has been relocated to the Tseung Kwan O Government Offices (TKOGO) since March 2026. TKOGO has adopted various forms of energy efficient features and renewable energy technologies, such as water-cooled chillers with variable speed drive, automatic demand control of supply air, heat recovery system for exhaust air to conserve energy, building energy management system, rainwater harvesting system for landscape irrigation, collection of cooling tower bleeding off and condensate water for flushing, and light pipes, etc. In addition, low carbon construction technologies and materials, including Modular Integrated Construction for several building facilities, precast concrete roofing tile with solar reflectance index greater than 78, and metal formwork for column, etc., were adopted during the course of the construction. Platinum rating was received for the project in September 2024 under BEAM Plus Provisional Assessment.

(B) Promotion of Staff Awareness

4. To promote environmental awareness and participation among staff in the continuous improvement of environmental protection and enhancing energy conservation and efficiency on green issues, and to sustain staff support, the Department has –

- circulated regularly through the intranet system various departmental green housekeeping measures and up-to-date green initiatives;
- disseminated saving tips to promote economy in the use of resources;
- encouraged staff to put forward green suggestions such as through Staff Suggestions Scheme and in Departmental Consultative Committee meetings;
- set up an online discussion forum to facilitate staff's discussion on departmental improvement measures; and
- extended the green concepts from office to daily life through activities organised by the Recreation Club, e.g. visit to kNOw Carbon House (former Wan Chai Environmental Resource Centre) for staff to raise their awareness of carbon neutrality, and to understand how to live a low-carbon lifestyle by adopting daily practices in energy saving, waste reduction and green transport; and hiking tour along Tai Tam Family Walk for staff to appreciate the nature of trails in Hong Kong and understand the ecological abundance of Tai Tam Reservoir with a view to promoting the message of environmental protection.

(C) Energy Conservation

5. The Department has implemented various daily energy saving measures, including –

Office

- lower the venetian blinds when direct sunlight is penetrating a window;
- switch on lightings and air-conditioning units only immediately before users entering the venues such as conference rooms;
- switch off lightings during lunch hours and when offices are not in use;
- use energy-saving T5 fluorescent tubes to reduce energy consumption;
- conduct regular inspection by energy wardens to ensure lights, office equipment and air-conditioners in offices and conference rooms are switched off during lunch break and after office hours;
- set office equipment to energy saving mode during office hours;
- set up timer to switch off network printers after office hours;
- avoid unnecessary lightings and reduce the illumination level of areas where colleagues do not normally have to read written materials by removing excessive fluorescent tubes;

- adjust upwards the air-conditioning temperature of the computer equipment rooms by 1°C to 2°C;
- dress light, casual and smart, and maintain the indoor office temperature at 25.5°C when the outdoor air temperature is above 25.5 °C;
- encourage using the stairs rather than taking the lift for going up or down one or two storeys;
- use auto-sensitised water taps in toilets to save water; and
- use flow controller at water taps to reduce the use of water and in turn reduce the energy required for supplying water to the users.

Vehicles

- adopt electric vehicles (EV) and relevant equipment to support the use of the EV;
- encourage sharing of pool cars to reduce fuel consumption;
- plan routes to minimise the journey distance and time, and to avoid congested areas;
- plan travel or carpool to avoid single-passenger car trips;
- switch off vehicle engines while waiting to save energy and reduce vehicle emissions;
- closely monitor vehicle maintenance to ensure low emissions; and
- closely monitor vehicle fuel consumption.

(D) Saving of Paper and Envelopes

6. The Department has adopted the following measures to economise the use of paper and envelopes –

- use both sides of the paper and print multiple pages on one sheet;
- use obsolete forms with one clean side as drafting paper;
- use recycled paper instead of virgin paper;
- set up green trays in photocopiers to facilitate printing with papers used on one side;
- use transit envelopes for unclassified documents;
- use tablets to store documents for meetings to save printing of hard copies;
- reuse envelopes and loose minutes jackets;
- avoid sending original documents after they have been sent by fax and the original documents can be used as a file copy;
- stop the use of fax cover page where appropriate;
- use computer to receive fax so as to screen out junk mail;
- keep documents distribution list to minimal level;
- reduce the number of hardcopy manuals and regulations, and maximise the use of the intranet system and other electronic means in distributing manuals and regulations;

- release the Department's paper publications, staff newsletter etc. by uploading the e-copy on the Department's Knowledge Management System, electronic bulletin board and homepage;
- send out electronic seasonal greeting cards during festive seasons; and
- adopt Geospatial Information System platform for retrieving records (e.g. maps) for site inspections.

(E) Management of Wastes

7. To uphold the principles of reduce, reuse and recycle, the Department has adopted the following –

- collect waste paper/newspaper for recycling;
- avoid using paper which has no/limited recycling outlet (e.g. paper cups, paper coated with plastic);
- keep paper recyclables dry and clean and remove adhesive tapes, staples and paper clips from paper to be recycled as far as possible;
- avoid using disposable items in daily operations as well as in organising meetings and events;
- promote Bring Your Own Cups & Tableware when attending meetings and official events;
- return used laser printer toner and ink-jet cartridges for recycling; and
- participate in the recycling programme coordinated by the Building Management Office by placing recycling bins in the Department premises.

(F) Procurement of Green Products

8. The Department is committed to green procurement. In 2025, the Department spent about \$6.26 million in purchasing products from the green procurement list, with major categories including computer and network equipment/products as well as stationery and office supplies. In conducting procurement, we took into account environmental factors as far as applicable –

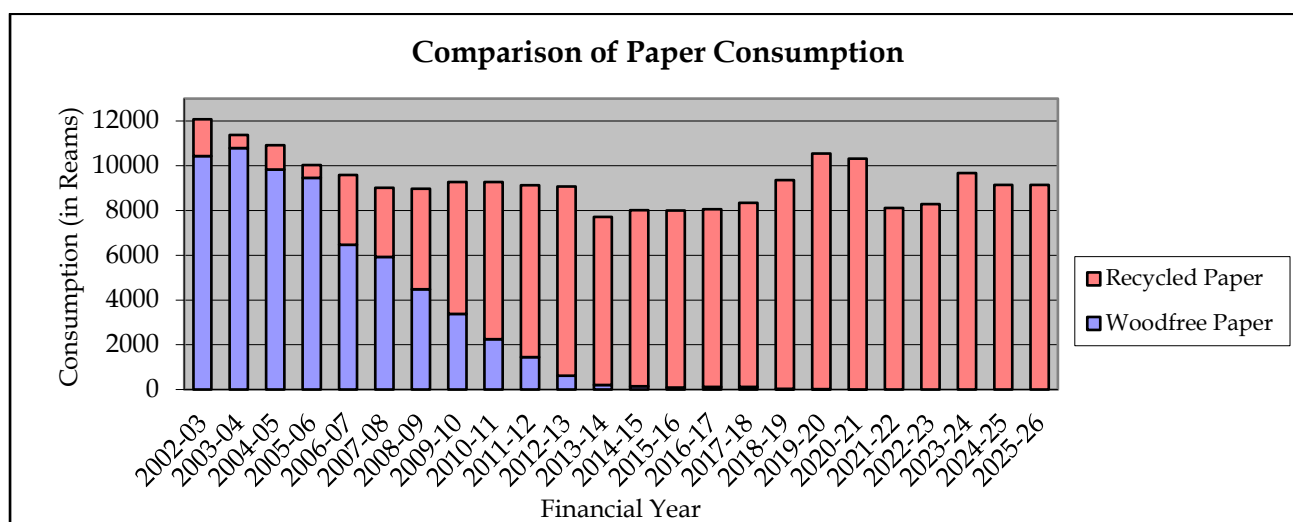
- procure energy efficient office equipment with automatic energy saving function;
- procure green products such as recycled paper, refillable ball pens, recyclable toner/inkjet cartridges and environmental-friendly/rechargeable batteries;
- adopt green specifications promulgated by the Environmental Protection Department for procurement exercises where such specifications are applicable; and
- procure photocopiers and printers with double-sided copying/printing function.

(G) Green Performance

Reduced consumption of paper

9. The consumption of A3 and A4 paper in 2025-26 was 9,150 reams, indicating a reduction of 24% against 12,070 reams in 2002-03. Besides, 100% of the paper requirement for 2025-26 was met by recycled paper.

10. In the coming year, the Department shall keep on promoting environmental awareness among colleagues and endeavour to continue to economise consumption.



11. The consumption of paper and envelopes has reduced with the introduction of the Consolidated Billing and Payment Service and eRVD Bill Service in 2004 and 2010 respectively. As at 31 March 2026, about 182,100 individual accounts were merged into around 2,400 consolidated accounts, and these payers holding multiple properties can receive a single consolidated demand. At the same time, over 113,800 subscribers have registered for the eRVD Bill Service, linking up over 158,000 payer accounts, and about 60% of them opted to drop their paper bills. The Department will continue to provide more electronic public services to step up its efforts to reduce paper consumption and promote a greener environment.

Energy Conservation

12. The Government has set a “Green Energy Target” for saving energy of 6% under comparable operating conditions in 2018-19 as the baseline. The RVD’s office in CSWGO ^{Note 2} consumed 826,038 kWh of electricity in 2025-26, achieving an overall 10.9% energy saving as compared to that of 2018-19 at 927,477 kWh.

Note 2: Separately metered electricity consumption figures are only available at the RVD’s office in CSWGO to facilitate a quantitative assessment of performance in electricity consumption saving from 2018-19 to 2025-26 under comparable operating conditions.

Reduce and Recycle of Wastes

13. The Department has continued its efforts to reduce and recycle wastes. In 2025-26, 33,107 kilograms of waste paper and 250 numbers of empty toner/inkjet cartridges were collected for recycling.

(H) Clean Air Charter

14. In line with the commitments of the Clean Air Charter, the Department has maintained and reminded staff to observe environmental standards/practices in improving air quality –

- comply with all the applicable ordinance and regulations related to vehicle operation;
- arrange annual maintenance to ensure proper function of the Department's vehicle; and
- adopt a number of energy saving measures in the office and for vehicle operation.

15. RVD's offices at the CSWGO and the Immigration Tower have been awarded the "Good Class" Indoor Air Quality Certificate since 2009 and 2024 respectively.

(I) The Way forward

16. To support the Government's drive to economise the use of energy and paper, the Department will sustain its effort in saving paper and electricity with best endeavour. All divisions will continue to critically review and closely monitor their paper and energy consumption patterns with a view to achieving a greener office.

e-Government Services

17. To tie in with the e-Government initiative, promote paperless operation and improve our customer service, the Department has all along been proactively pursuing various e-Government services. Apart from the Property Information Online service, electronic billing and payment services, we accept electronic submission of all statutory forms and notices required to be served under the Rating Ordinance, the Government Rent (Assessment and Collection) Ordinance and the Landlord and Tenant (Consolidation) Ordinance. We also provide an e-submittable option to facilitate submission of all the other public forms to the Department. In addition, with the launch of Rates Kit since April 2025, an online portal for business users that allows bulk electronic submission of objections and supporting information to alter the rateable value of multiple assessments and retrieval of relevant electronic notices from the Department, etc., paper consumption and carbon emissions can be reduced, thus contributing to our environment protection goals. The Department will continue its effort to join hands with the public in reducing paper consumption and in promoting a greener environment by introducing more electronic services.

Digitalisation of Workflow and Processes

18. To align with our environmentally responsible culture, we continue to leverage on information technologies and strive to seek opportunities for digitalising our internal workflow and processes with a view to minimising the paper consumption.

Electronic Recordkeeping System (ERKS)

19. To enhance efficiency in preparing and managing government records, the Department rolled out the Central ERKS in December 2024. The adoption of the Central ERKS will gradually minimise the need to print electronic records for filing and further reduce the use of paper in official businesses.

Clean Air Charter

20. The Department will continue to adopt energy-efficient measures in all its practices in an effort to improve Hong Kong's air quality in compliance with the commitments of the Clean Air Charter.

Rating and Valuation Department
August 2026