

Committee on Social Responsibility and Sustainable Development

Guidelines for Sustainable Student Orientation

Student orientation provides a good opportunity for freshmen to familiarize themselves with the University's sustainability policies, practices and facilities. This set of guidelines has been developed in consultation with the relevant professional and administrative service units and is maintained by the Social Responsibility and Sustainable Development Office, for reference by the organizing committees and group facilitators of student orientation activities.

1. Sustainable Procurement

- 1.1 Keep the production and distribution of event-specific T-shirts, souvenirs and gifts to a minimum. For example, produce only one type of T-shirt for an orientation activity.
- 1.2 Avoid disposable plastic products by opting for reusable options.
- 1.3 Avoid non-woven polypropylene bags which are difficult to recycle. Use bags made with cotton.
- 1.4 For group dining, order dishes with less meat and more vegetables to reduce the carbon footprint of the food consumed.
- 1.5 Avoid individually-wrapped food items.
- 1.6 Avoid unsustainably-harvested/farmed food. (Please refer to 'Sustainability-Conscious Food Consumption' under '[Policies related to Social Responsibility and Sustainable Development](#)' in the Undergraduate Student Handbook.)
- 1.7 Avoid single-serving bottled water, disposable plastic tableware and polyfoam meal containers

2. Waste Reduction

- 2.1 Use e-flyers for promotion and adopt e-registration.
- 2.2 Avoid putting activity dates on banners so that they can be reused in future orientation activities.
- 2.3 Avoid party props that are environmentally-harmful or create hard-to-clean garbage, such as crackers with paper streamers, helium balloons, confetti and glitter.
- 2.4 Use e-means for presentations at meetings. If documents must be printed, consider using recycled paper.
- 2.5 Lead freshmen in waste separation and recycling. Wherever possible, collect unwanted items, such as excess souvenirs, banners and name badge holders, for reusing, recycling and donation. (Please refer to [Waste Management Policy](#) and [Waste Management Guidelines](#) for the "6Rs" principle, i.e., Rethink, Refuse, Reduce, Reuse, Repair and Recycle/Recover; and the [Location of Recycling Facilities on CUHK Campus](#) for recycling/giveaway locations.)
- 2.6 If you need more recycling bins, please contact the Housekeeping and Building Management Section of the Estates Management Office at 3943 4049 one to two weeks in advance.
- 2.7 Encourage participants to bring their own bottles, in order to minimize the use of disposable bottles and individually packed beverages. There are many publicly accessible water dispensers or locations that offer free drinking water.
- 2.8 Request caterers to provide reusable dishware and cutlery for meals, where possible, or apply to the [Reusable Tableware Lending Programme for Large-scale Events](#).
- 2.9 Consult the caterer and select popular dishes to avoid wasting food. In the event of a packed schedule, consider ordering light meals, finger foods and fruit instead of full meals for easy takeaway.
- 2.10 Notify the caterer as soon as possible to reduce the pre-ordered food portions if attendance is lower than expected, to minimize leftovers.

3. Water Conservation

- 3.1 No water-flinging on campus during orientation activity.
4. Noise Control
 - 4.1 During night-time events, keep noise to a minimum, to avoid disturbing other residents on campus and in nearby villages.
5. Energy Conservation and Carbon Reduction
 - 5.1 Cut down electricity use as far as possible, for example, topping-up air-conditioning credits as appropriate, and reminding freshmen to switch off electrical equipment when leaving rooms.
 - 5.2 Take stairs instead of lifts. Whenever possible, walk instead of taking a shuttle bus.

Additional Resources

- (i) Undergraduate Student Handbook – Policies related to Social Responsibility and Sustainable Development
https://rgsntl.rgs.cuhk.edu.hk/ags_prd_applx/public/handbook/document.aspx?id=1565&tv=T&lang=en
- (ii) Get Involved – CUHK Community
<https://srsdo.cuhk.edu.hk/home/get-involved/cuhk-community/>
- (iii) Guide to SRSD
<https://srsdo.cuhk.edu.hk/home/guide-to-srsd/>
- (iv) A Waste Reduction Guidebook for Large Scale Event Organizers (by Environmental Protection Department)
https://www.wastereduction.gov.hk/sites/default/files/GreenEvent_Guidebook_Eng_201801.pdf
- (v) Green Services (by Environmental Protection Department)
<https://www.wastereduction.gov.hk/en-hk/waste-reduction-programme/greening-your-events/green-service-event#catering>
- (vi) ‘CUHK Social Responsibility & Sustainable Development’ Social Media Channels
Facebook: <https://www.facebook.com/CUHK.SRSD>
Instagram: <https://www.instagram.com/cuhk.srsd/>
- (vii) Net Zero on Campus (by UN Sustainable Development Solutions Network)
https://files.unsdsn.org/Net-Zero-on-Campus_interactive.pdf

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藉着學生迎新活動的良機，新生可認識大學的可持續發展政策、實踐及設施。本《指引》為學生籌委和組長籌劃及舉辦迎新活動時提供參考，編製時諮詢了相關專業及行政服務部門，由社會責任及可持續發展處負責維持。

1. 可持續採購

- 1.1 減少製作和派發活動相關的 T 恤、紀念品和禮物，例如單一迎新活動只印製一款 T 恤。
- 1.2 避免採用即棄塑膠產品，選用可重用產品。
- 1.3 避免採用難以回收的不織布袋，選用以棉花製成的環保袋。
- 1.4 在團體聚餐中，點選少肉多菜的菜式，降低所享用食物的碳足跡。
- 1.5 避免採用獨立包裝食品。
- 1.6 避免食用非可持續方式捕獲或收割的食物。（詳見《本科生手冊》中的〈[社會責任及可持續發展相關政策](#)〉）
- 1.7 避免提供即棄樽裝水、即棄膠餐具及發泡膠餐盒。

2. 減少廢物

- 2.1 使用電子傳單作宣傳，並採用電子方式登記。
- 2.2 避免在橫額上寫出活動日期，以供未來的迎新活動重用。
- 2.3 避免使用破壞環境或難以清理的派對道具，例如花炮、氦氣球、五彩紙屑和閃粉。
- 2.4 在會議中採用電子方法作匯報。如文件必須列印，考慮使用再造紙。
- 2.5 帶領新生進行廢物分類及回收。盡可能收集不要的物資，如剩餘的紀念品、橫額和人名牌，在迎新活動結束後作重用、回收和捐贈。（請參閱〈[廢物管理政策](#)〉及〈[廢物管理指引](#)〉（只提供英文版）內的「6Rs」原則，即反思(Rethink)、拒絕(Refuse)、減少(Reduce)、重用(Reuse)、修復(Repair)及循環再造(Recycle)；亦請參閱《[中大校園回收設施位置](#)》列出的回收或捐贈物資地點）。
- 2.6 如需要額外回收箱，請在活動前一至兩星期聯絡物業管理處庶務及樓宇管理組安排，電話 3943 4049。
- 2.7 鼓勵參加者自備水樽（BYOB），減少使用即棄水樽及獨立包裝飲料，校內不少地方設有公眾飲水機或提供食水免費添飲。
- 2.8 要求餐飲供應商盡可能提供可重用器皿及餐具，或申請「[大型活動可重用餐具借用服務](#)」。
- 2.9 向餐飲供應商諮詢及揀選熱門菜式，避免剩食。如行程緊湊，可考慮以輕食、手抓食物和水果代替正餐，方便帶走。
- 2.10 如出席者少於預期，應盡早通知餐飲供應商，降低預訂食物份量，以減少剩食。

3. 珍惜食水

- 3.1 迎新活動期間，校園內嚴禁進行「水戰」。

4. 減少噪音

- 4.1 進行夜間活動時，盡量降低音量，避免騷擾校園內及附近村落的居民。

5. 節能減碳

- 5.1 盡量減少用電，例如適量充值冷氣機，提醒新生於出門前關掉電器。
- 5.2 以行樓梯代替乘搭電梯，盡可能以步行代替乘搭校巴。

其他資源

- (i) 本科生手冊——社會責任及可持續發展相關政策
https://rgsntl.rgs.cuhk.edu.hk/aqs_prd_applx/public/handbook/document.aspx?id=1565&tv=T&lang=zh
- (ii) 參與——中大社群
<https://srsdo.cuhk.edu.hk/home/get-involved/cuhk-community/>
- (iii) 社會責任及可持續發展指引
<https://srsdo.cuhk.edu.hk/home/guide-to-srsd/>
- (iv) 大型活動減廢指南（由環境保護署提供）
https://www.wastereduction.gov.hk/sites/default/files/GreenEvent_Guidebook_Chi_201801.pdf
- (v) 綠色服務（由環境保護署提供）
<https://www.wastereduction.gov.hk/zh-hk/waste-reduction-programme/greening-your-events/green-service-event>
- (vi) 「中大社會責任及可持續發展」社交媒體頻道
Facebook: <https://www.facebook.com/CUHK.SRSD>
Instagram: <https://www.instagram.com/cuhk.srsd/>
- (vii) 淨零校園指南（由聯合國可持續發展解決方案網絡提供）
https://files.unsdsn.org/Net-Zero-on-Campus_Chinese.pdf

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