

# THE CHINESE UNIVERSITY OF HONG KONG

## Campus Planning and Sustainability Office

### Guidelines for Organizing a Sustainable Orientation Camp

The Chinese University of Hong Kong (CUHK) is committed to building an environmental-friendly and sustainable campus. Orientation camps (O’Camps) provide good opportunities for freshmen to get to know the University’s sustainability policies, practices and facilities. Organizing committees and group facilitators (組爸媽) are requested to take note of the following guidelines when organizing O’Camps:

#### **1. Green Purchasing**

- 1.1 Minimise the production and distribution of event-specific T-shirts, souvenirs and gifts, for example, produce only one model of T-shirt for an O’Camp, provide only one T-shirt to each participant and wash the T-shirts during O’Camp to reuse them.
- 1.2 For group dining, order dishes with less meat and more vegetables to reduce the carbon footprint of the food consumed.
- 1.3 Avoid individually-wrapped food items.
- 1.4 Avoid unsustainably-harvested/farmed food. (Please refer to the ‘Sustainability-Conscious Food Consumption’ under [‘Policies related to Sustainability and Environmental Protection’](#) in the Undergraduate Student Handbook.)

#### **2. Waste Reduction**

- 2.1 Use e-flyers for promotion and adopt e-registration.
- 2.2 Avoid putting event dates on banners so that they can be reused in future O’Camps.
- 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, after O’Camps 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 your own bottle (BYOB) 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 food waste. In case of packed schedule, consider light meals, finger foods and fruits instead of full meals for easy takeaway.
- 2.10 Notify the caterer as soon as possible to adjust the pre-ordered food portion if attendance is lower than expected, to minimise leftovers.

### **3. Water Conservation**

3.1 No water-flinging on campus during O’Camps.

### **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 Within campus, take stairs instead of lifts. Whenever possible, walk instead of taking a shuttle bus.

## **Additional Resources**

- (i) Undergraduate Student Handbook – Policies related to Sustainability and Environmental Protection  
[https://rgsntl.rgs.cuhk.edu.hk/aqs\\_prd\\_applx/public/handbook/document.aspx?id=1565&tv=T&lang=en](https://rgsntl.rgs.cuhk.edu.hk/aqs_prd_applx/public/handbook/document.aspx?id=1565&tv=T&lang=en)
- (ii) Featured Sustainability Initiatives  
<https://www.cpso.cuhk.edu.hk/en-gb/get-involved/featured-sustainability-initiatives>
- (iii) Green Tips  
<https://www.cpso.cuhk.edu.hk/en-gb/get-involved/resources/green-tips>
- (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](https://www.wastereduction.gov.hk/sites/default/files/GreenEvent_Guidebook_Eng_201801.pdf)
- (v) ‘CU Green Buddies’ Social Media Channels  
Facebook: <https://www.facebook.com/CUGreenBuddies/>  
Instagram: [https://www.instagram.com/cu\\_greenbuddies/](https://www.instagram.com/cu_greenbuddies/)

Last Updated: March 2019