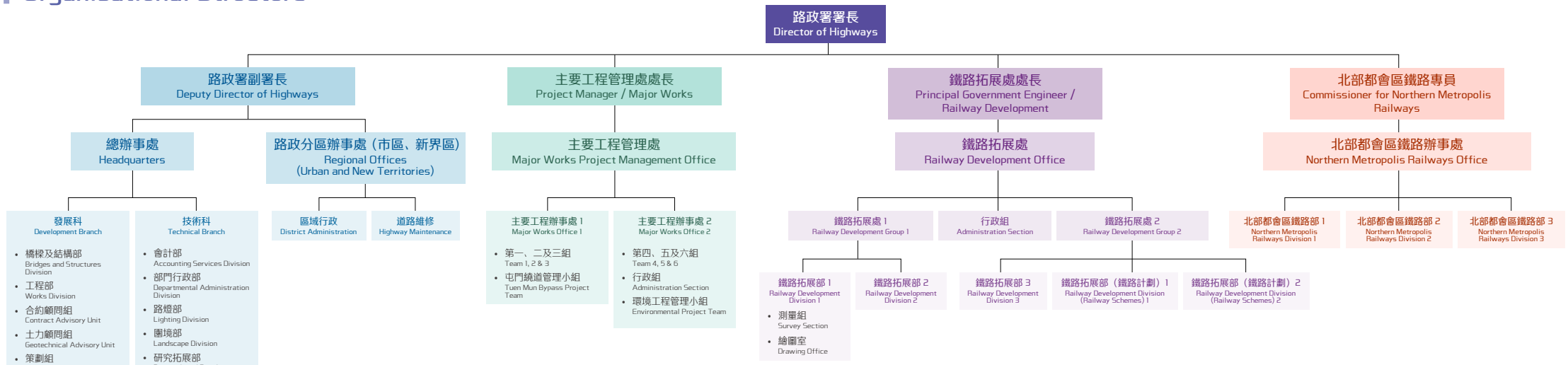
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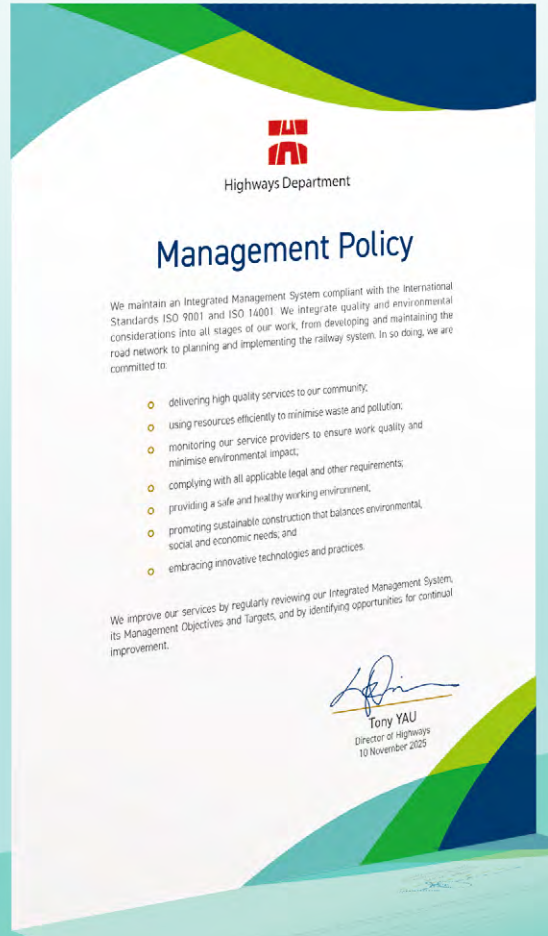
管治
Governance

組織結構 Organisational Structure



路政署由總辦事處、兩個分區辦事處，分別為市區分區辦事處及新界分區辦事處、主要工程管理處、鐵路拓展處及北部都會區鐵路辦事處組成。總辦事處為部門的其他辦事處提供專門服務，而市區分區辦事處及新界分區辦事處則負責區域行政及道路維修工作。主要工程管理處負責推行多項主要道路工程計劃。鐵路拓展處負責規劃香港未來的鐵路發展，並協調及監督建造中的鐵路項目。北部都會區鐵路辦事處則負責協調和推動與北部都會區相關的鐵路項目。

Our Department consists of the Headquarters, two Regional Offices, namely the Urban and New Territories Regional Offices, the Major Works Project Management Office, the Railway Development Office and the Northern Metropolis Railways Office. The Headquarters provides specialist services to other offices of the Department, while the Urban and New Territories Regional Offices carry out district administration and highway maintenance works. The Major Works Project Management Office is responsible for the implementation of major highway projects. The Railway Development Office is responsible for the planning of Hong Kong's future railway development as well as the coordination and monitoring of railway projects under construction. The Northern Metropolis Railways Office is responsible for coordinating and taking forward the railway projects related to the Northern Metropolis.



管理政策
Management Policy

我們致力維持一套符合國際標準 ISO 9001 和 ISO 14001 規範之綜合管理制度，以確保在發展和改善道路網、策劃和實施鐵路發展計劃時，在工作各階段納入品質及環境保護為考慮項目。為貫徹此政策，我們承諾：

We maintain an Integrated Management System compliant with the International Standards ISO 9001 and ISO 14001. We integrate quality and environmental considerations into all stages of our work, from developing and maintaining the road network to planning and implementing the railway system. In so doing, we are committed to:

- 為市民提供高質素服務；
  delivering high quality services to our community;
- 善用資源以減少廢物及污染；
  using resources efficiently to minimise waste and pollution;
- 監察服務提供者，以確保工程質素及減少環境影響；
  monitoring our service providers to ensure work quality and minimise environmental impact;
- 遵守所有適用的法例和其他規定；
  complying with all applicable legal and other requirements;
- 提供安全及健康的工作環境；
  providing a safe and healthy working environment;
- 推動兼顧環境、社會和經濟需要的可持續發展建設；以及
  promoting sustainable construction that balances environmental, social and economic needs; and
- 採用創新科技和嶄新的作業方式。
  embracing innovative technologies and practices.

我們透過定期檢討這綜合管理制度與其管理目標及指標，力求不斷改進，令我們的服務更臻完善。

We improve our services by regularly reviewing our Integrated Management System, its Management Objectives and Targets, and by identifying opportunities for continual improvement.

辦公室節約能源
Energy Saving in Office

節能措施
Energy Saving Measures

我們會竭盡所能在辦公室減少耗電量，並已公布下列措施：

We endeavour to reduce energy consumption in our office and have promulgated the following measures:

- 委派能源督導員監察照明設備的使用情況，確保照明光度保持在可接受的最低水平
  Appoint Energy Wardens to monitor the usage of lighting equipment and to keep the illumination to minimum acceptable level
- 在炎夏季節保持空調溫度不低於攝氏25.5度
  Maintain air-conditioning temperature not lower than 25.5°C in hot seasons
- 關掉不使用的電腦設備及電器
  Switch off computer equipment and electric appliances when not in use
- 鼓勵同事多使用樓梯上落辦公室內各樓層
  Encourage the use of staircase for inter-floor traffic
- 在午膳時間或長時間離開辦公室時關掉電燈
  Switch off lights during lunch or when staff are away for long periods
- 利用裝設於各路政署辦公室的獨立電錶以監察用電情況
  Monitor the electricity consumption of offices with individual electricity meters installed

我們一直研究改善路政署辦公室設施的可行性，以進一步減低辦公室的耗電量。我們現正把何文田政府合署辦公室部分舊有的可變冷劑流量冷氣機，更換為更節能的冷氣機。在撥款許可的情況下，我們將研究最早於二零二六至二七年度更換該辦公室的舊有製冷空調系統。

The feasibility of upgrading facilities to achieve a further reduction of energy consumption has been explored. Some aged Variable Refrigerant Volume (VRV) air-conditioning units in our offices at Ho Man Tin Government Offices are being replaced with more energy-saving ones. We will explore the feasibility of replacing the aged chiller air-conditioning systems in our offices at the same premises in 2026/27 at the earliest, subject to the availability of funding.

在二零二五至二六年度，本署的耗電量及相應間接氣體排放量的數字載於下表：

Electricity consumption in 2025/26 with corresponding indirect gas emission figures:

辦公室 Offices	耗電量 Electricity Consumption (千瓦小時 kWh) [與二零二四至二五年度相比] [Comparison with 2024/25]	間接氣體排放量 Indirect Gas Emissions (公斤 kg)		
		二氧化硫 SO_2	氮氧化物 NO_x	可吸入懸浮粒子 RSP
長沙灣廣場 Cheung Sha Wan Plaza	10,613 4.40%	20.27	12.31	0.64
新領域廣場 Grand City Plaza	22,133 -2.41%	42.27	25.67	1.33
何文田政府合署 Ho Man Tin Government Offices	941,022 4.21%	1797.35	1091.59	56.46
南豐商業中心 Nan Fung Commercial Centre	405,043 -2.89%	773.63	469.85	24.30
北角政府合署 North Point Government Offices	84,678 -40.68%	161.73	98.23	5.08
One Sky Parc	440,261 -0.88%	840.90	510.70	26.42
海濱廣場一座 The Harbourfront Tower 1	58,270 -2.06%	111.30	67.59	3.50
海濱廣場二座 The Harbourfront Tower 2	13,056 2.08%	24.94	15.14	0.78
工業貿易大樓 Trade and Industry Tower	725,913 4.67%	1386.49	842.06	43.55

辦公室環保管理措施
Green Office Management

節省資源：食水、紙張和廢物循環再造
Resources Saving: Water, Paper & Waste Recycling

為配合政府節約天然資源的倡議，我們致力在進行各項日常工作時實踐「環保辦公室」概念。除了前述節約能源措施外，我們一直主動推行多項環保政策和措施，以推廣可持續性和提高同事的環保意識。

To align with the Government's initiative to conserve natural resources, we are dedicated to fully embracing the green office concept across various facets of our daily operations. Apart from the energy-saving efforts previously discussed, we are actively implementing a range of green policies and measures aimed at promoting sustainability and enhancing our staff's environmental awareness.

節省用水
Water Saving

何文田政府合署內 100% 的廁所均安裝了省水裝置

100% of toilets in Ho Man Tin Government Offices (HMTGO) were installed with water saving devices

為了盡量節約用水，我們採用兩段式省水馬桶、自動低流量水龍頭及傳感式尿斗。這些元件可有效控制出水時間長短，並使水流量保持在低水平。何文田政府合署內所有廁所均安裝了省水裝置。

To enhance water conservation, we have adopted dual-flush toilets, automatic low-flow faucets, and sensor-operated urinals. These equipment efficiently regulate the duration of water flow and maintain it at a minimal level. All of the toilets in HMTGO were installed with water saving devices.

節省用紙
Paper Saving

在二零二五至二六年度，本署用紙量為 15,866 令，其中 100% 為再造紙。

In 2025/26, we consumed 15,866 reams of paper and 100% of which were recycled paper.

為了配合綠色辦公室政策，我們會繼續執行下列節約用紙措施：

To align with the green office initiative, we will continue with the following measures on paper saving:

影印 / 列印
Photocopying/Printing

只在必要情況下影印 / 列印文件，並且使用紙張兩面

Photocopy/print documents only when necessary, and use both sides of paper

處理傳真機及傳真文件
Handling of Fax Machines and Faxes

對外發送傳真文件不使用引頁

Exclude leader page for outgoing fax documents

使用紙張
Use of Paper

鼓勵同事使用再造紙和重用辦公室的紙張文具

Encourage the use of recycled paper and reuse of paper office items

派送 / 傳閱文件
Delivery/Circulation of Documents

除發送機密檔外不使用信封

Send unclassified documents without envelopes

使用電子方式
Use of Electronic Means

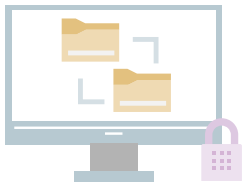
在切實可行的情況下使用電郵溝通，以及採用電子範本的信頭、備忘錄和表格，以免因校正內容位置而重複列印

Use e-mails for communication as far as practicable and adopt electronic templates for letterheads, memoranda and forms to avoid reprinting due to content adjustment

妥善回收
Proper Recycling

在影印機旁設置單面紙張回收箱（黃色箱）和廢紙回收箱（綠色箱）

Put up a single-sided paper collection box (yellow box) and a waste paper recycling box (green box) near photocopiers



有關節約用紙的新措施
New Measures on Paper Saving

為了提升保存和管理政府檔案的效率，政府於二零一九年十月發表施政報告附篇時公布，將於二零二五年年底全面推展電子檔案保管系統。為此，我們在二零二五年十一月或之前已在各辦公室全面推行電子檔案保管系統，現正就該系統的推行情況進行內部檢討，以便在二零二六年十二月三十一日前向政府檔案處申請免除「列印後歸檔」的做法。我們亦鼓勵員工更廣泛使用電郵或其他電子方式進行公務通訊，藉以促進數碼工作間的文化，盡量發揮電子檔案保管系統的價值，同時亦可盡量減少檔案管理所需的人力資源。

To enhance efficiency in preserving and managing government records, the Government announced in the Policy Address Supplement published in October 2019 the full implementation of Electronic Recordkeeping System (ERKS) by end-2025. To this end, the ERKS had been fully rolled out in our offices by November 2025. An internal review on the implementation of ERKS is being conducted to facilitate application to the Government Records Service to dispense with the "Print-and-file" practice by 31 December 2026. Staff are encouraged to adopt a wider use of emails or other electronic means in business communication, in order to foster a digital workplace culture that maximises the value of ERKS and minimises manual efforts in records management.



廢物循環再造
Waste Recycling

在二零二五至二六年度，我們收集了 17,929 公斤廢紙和 882 個電腦打印機碳粉盒及墨盒作循環再造。

In 2025/26, 17,929 kg of waste paper and 882 printer toners and ink cartridges were collected for recycling.

我們珍惜可循環再造的廢物，並會繼續採取下列措施推廣循環再造：

To treasure waste with recycling value, we would continue taking the following measures to promote waste recycling:



可循環再造的廢物分開放入回收箱，以便清潔承辦商或本地回收商收集

Place separated recyclables into recycling bins for collection by cleansing contractors or local recyclers



設置回收箱，收集其他可循環再造的廢物 (例如可充電電池)，以作回收

Put up recycling boxes to collect other recyclables such as rechargeable batteries for recycling

因應空氣質素水準而採取的特別措施
Special Measures to Manage Air Quality

為提高員工對空氣質素的關注，當空氣質素健康指數的健康風險級別達至或預期會升至「甚高」或「嚴重」水平時，我們會向所有員工發出提示，並夾附一套供前線員工及其主管參考使用的預防措施；其中包括為從事戶外工作 (尤其是粗重體力勞動工作) 的工人而作出的風險評估，以及為盡量減少他們在戶外 (特別是交通繁忙的地方) 的體力消耗和逗留時間而相應作出的規劃。

To raise staff awareness about air quality, we notify our colleagues when the Air Quality Health Index reaches or is expected to reach the "very high" or "serious" health risk categories. Along with these notifications, we provide a set of precautionary measures for front-line staff and their supervisors for their reference. These measures include conducting risk assessments for outdoor work, particularly for those engaged in heavy manual work, and planning to minimise outdoor physical exertion and reduce time spent outdoors, especially in high-traffic areas.

「室內空氣質素檢定計劃」證書
Indoor Air Quality Certification

環保署於二零零三年推出「室內空氣質素檢定計劃」，以推廣並表彰良好的室內空氣質素管理工作。

In 2003, EPD launched the Indoor Air Quality (IAQ) Certification Scheme to promote and commend good IAQ management practice.

截至二零二五至二六年度，何文田政府合署連續 22 年獲頒「良好」級別室內空氣質素檢定證書。在二零二五至二六年度，北角政府合署及工業貿易大樓達至「卓越」級別，而長沙灣政府合署及南豐商業中心的辦公室則獲頒「良好」級別證書。我們會繼續確保在辦公室維持良好的室內空氣質素，以保障大樓使用者的健康和提升員工的生產力。

Up to 2025/26, HMTGO has been awarded the Good Class IAQ Certificate for 22 consecutive years. In the year, both the North Point Government Offices and the Trade and Industry Tower attained Excellent Class IAQ, while the Cheung Sha Wan Government Offices and our offices in Nan Fung Commercial Centre attained Good Class IAQ. We will continue our commitment to maintaining high indoor air quality to protect the health of building occupants and enhance staff productivity.



路政署辦公室的「室內空氣質素檢定證書」
IAQ Certificates of HyD's offices

環保建議
Green Advice

我們透過下列不同途徑，提供環保意見，以加強員工的環保意識：

We have adopted various measures to enhance environmental awareness of staff through the provision of green advice:



以電子郵件及內聯網，定期傳閱與環保有關的部門指引

re-circulate departmental environmental guidelines regularly through e-mail and the intranet



張貼海報，提倡善用資源及辦公室環保內務管理措施

display posters to promote economical use of resources and green housekeeping measures



在進行環境審核時，檢討和評估各辦公室遵守環保內務管理指引的情況

review and assess compliance with the green housekeeping guidelines during the environmental audit



透過公務員建議書計劃等平台，邀請員工對辦公室的環保管理提出建議

invite staff to put forward suggestions on green management such as through the Staff Suggestions Scheme



透過回收舊利是封和月餅罐 / 糖果空盒等活動，把環保辦公室的概念延伸至日常生活

extend the green office concepts to daily life through activities such as recycling of used red packets and empty moon cakes/candy cans



以電子郵件 (而非複印本) 傳閱寄出的信件 / 便箋副本

circulate flimsies of outgoing letters/memo through e-mail instead of hardcopy

以環保採購方式採購一般貨品與服務
Green Procurement of General Goods and Services

我們一直在採購過程中納入環境保護為考慮因素，並盡可能在採購一般貨品與服務時採用由環境保護署制訂的環保規格，藉此為可持續發展出一分力。在二零二五年，我們採購符合相關環保規格的貨品與服務之採購總額約為 660 萬港元，主要的環保採購產品類別為墨盒 / 碳粉盒、電腦設備，以及服裝和紡織品。我們會繼續選用比一般產品更環保的貨品與服務，從而促進可持續發展。

To contribute to sustainable development, we have all along taken into account environmental considerations in our procurement process. We adhere to the green specifications for products and services established by the Environmental Protection Department (EPD) as far as practicable. In 2025, our total value of purchases adopting EPD's green specifications was about HK$ 6.6 million. The major categories of green products purchased were inks/toner cartridges, computer equipment, and clothing and textile products. We will continue the use of goods and services that minimize adverse environmental impacts, thereby promoting sustainability.

減排表現
Contribution to Reducing Emission

以電動車取代傳統車輛，有助改善路邊空氣質素和減少溫室氣體排放，從而促進公眾健康與福祉。我們計劃暫定於二零二六年第三季更換一部汽油房車為電動車。為響應政府推廣使用電動車的措施，我們會繼續探討在車隊的傳統車輛到期更換時，將其更換為電動車的可行性。

Replacing conventional vehicles with electric vehicles (EVs) can help improve roadside air quality and reduce greenhouse gas emissions, which in turn enhances the health and well-being of the community. One petrol-driven saloon car is scheduled to be replaced with an EV tentatively in the third quarter of 2026. To echo the Government's initiative in promoting the use of EVs, we will continue to explore the feasibility of replacing the conventional vehicles in our fleet with EVs when they are due for replacement.

環境審核及碳審計
Environmental Audit and Carbon Audit

周年環境審核
Annual Environmental Audit

為了在內務管理中持續推動環保措施，我們每年會為本署轄下 25 個設於不同地點的辦事處進行環境審核。進行周年環境審核的目的如下：

We conduct annual environmental audits in all 25 offices located in different premises with a view to maintaining the impetus of green measures in housekeeping. The objectives of conducting annual environmental audits are:

- 評估各辦公室遵守環保內務管理指引的情況
  to assess compliance with the green housekeeping guidelines
- 查找未有遵守指引的情況和建議補救方法
  to identify non-compliance and recommend remedial actions
- 推廣良好的環保管理措施
  to promote good environmental management
- 提高人員在環保管理、職業安全及健康措施方面的意識
  to increase staff awareness of green management and occupational safety and health initiatives

審核結果顯示本署各辦公室持續遵守環保內務管理指引，我們亦已藉此機會在各辦公室分享環保管理的最佳做法。

Audit results showed that our offices continued to comply with the green housekeeping guidelines. We have also taken the opportunity to share among the offices the green management best practices.

碳審計
Carbon Audit

何文田政府合署大廈管理處進行了周年碳審計，以監察溫室氣體減排工作的成效。近年審核結果顯示，何文田政府合署的溫室氣體淨排放量整體下降。

The annual carbon audit is conducted for HMTGO by the Building Management Office to monitor the effectiveness of greenhouse gas emission reduction efforts. Past audit findings indicate a general decline in net greenhouse gas emissions in recent years.

提升透明度及誠信 Cultivating Transparency and Integrity

誠信及培訓 Integrity & Training

反貪污培訓 Anti-corruption Training

4 節培訓課程 training sessions

302 名員工參加 staff members attended

我們高度重視員工的行為、誠信及道德操守，並定期安排反貪污培訓課程（包括誠信管理工作坊及其重溫課程），以提升同事的防貪意識。在二零二五至二六年度，我們安排了 4 節培訓課程，有 302 名員工參加。此外，我們每季從廉政公署網站的新聞稿中選取最新誠信個案，供員工參考。這些個案（包括與政府建造工程相關的個案）有助鞏固員工的誠信文化。

We attach great importance to staff members' conduct, integrity and ethics. Anti-corruption training, such as Integrity Management Workshops and their refresher courses, was regularly arranged to raise awareness among our staff. In 2025/26, we arranged 4 training sessions with 302 staff members attending. In addition, we circulated the latest integrity cases from the ICAC press releases on their website for staff reference on a quarterly basis. These cases, which include those related to government construction works, helped reinforce a culture of integrity among our colleagues.

環保培訓 Green Training

我們非常着重向員工提供充足的培訓，以確保他們能有效地執行職務。我們在二零二五 / 二六年度為不同人員安排了各項環保培訓課程，使他們的環境管理知識能與時並進，同時支持香港的碳中和及減碳目標。

We place emphasis on the adequacy of training provided to our staff for the effective discharge of duties. To keep abreast of the latest knowledge in environmental management and support Hong Kong's carbon neutrality and decarbonisation goals, we continued to arrange various green training programmes in 2025/26 for different users.

226 名員工參加了培訓課程 staff members attended

34 項課程已獲安排 courses arranged

1,203 個小時培訓 training hours

涵蓋 Covering staff in 12 個辦事處的員工 offices/divisions

3 專業認證課程 Certification Programmes

1. 國際樹木學會註冊樹藝師的預備課程及考試
   Preparatory Course and Examination for ISA Certified Arborist
2. 國際樹木學會註冊樹藝師 / 註冊樹藝專業人士（都市）資格及續牌的培訓課程
   Training Programme and Recertification for ISA CA / CA Municipal Specialist Qualification
3. 樹木風險評估證書
   Certificate in Tree Risk Assessment

13 講座 / 網絡研討會 Seminars/Webinars

1. 應對樹木風險評估（符合樹木風險評估及管理安排指引）的常見挑戰 Tackling Common Challenges in Conducting Tree Risk Assessment for Compliance with the TRAM Guidelines
2. 街道樹木的辨認、選擇及保養
   Street Tree Identification, Selection and Maintenance
3. 樹木工作的高空工作及工地管理
   Aerial Work and Site Management for Tree Works
4. 識別和控制常見的樹木害蟲及疾病
   Identification and Control of Common Tree Pests and Diseases
5. 颱風前、中、後期的樹木管理策略
   Tree Management Before, During, and After Typhoons
6. 建築地盤的樹木管理及保護
   Tree Management and Protection in Construction Sites
7. 最新樹木風險評估及管理安排指引
   Guidelines for Latest Tree Risk Assessment and Management Arrangement
8. 古樹名木及石牆樹管理
   Management on Old and Valuable Tree and Stone Wall Trees
9. 樹木風險評估中設備及應用科技的實務運用
   Practically Use of Equipment and Applied Technology in Tree Risk Assessment
10. 目測法檢查樹木：闡釋樹木的身體語言
    Visual Tree Assessment: Interpreting the Body Language of Trees
11. 樹藝行業的專業發展及最佳作業模式
    Professional Development and Best Practices in Arboriculture Industry
12. 香港樹木工作的意外個案研究及相關法例
    Case Studies on Tree Work Accident in Hong Kong and related Ordinances
13. 城市生物多樣性和碳儲存 - 香港原生樹種的應用
    Hong Kong Native Trees for Urban Biodiversity and Carbon Storage

7 工作坊 Workshops

1. 樹藝工作職業健康與安全
   Occupational Health and Safety in Arboriculture
2. 樹木管理及保護
   Tree Management and Protection
3. 運用微鑽阻力測試儀和聲納探測儀進行樹木風險評估
   Application of Resistograph and Sonic Tomography in Tree Risk Assessment
4. 綠建教育與能力建設計劃 - 微證書主題課程
   Green Building Education and Capacity Building Programmes - Micro-credential Topical Course
5. 政府部門偵察、報告及防止非法取水
   Detecting, Reporting and Preventing Unlawful Taking of Water for Government Departments
6. ISO 9001:2015 與 ISO 14001:2015 內部綜合管理系統審核員培訓（2025 年）
   2025 ISO 9001:2015 & ISO 14001:2015 Internal Integrated Management System Auditor Training 2025
7. 第九屆「對流允許氣候模擬」工作坊 - 高解析度氣候模擬及預測沿海城市韌性
   The 9th Convection-Permitting Climate Modeling (CPCM) International Workshop - Advancing High-Resolution Climate Modeling and Prediction for Coastal City Resilience

11 經驗分享會 Experience Sharing Sessions

1. 國際樹木學會香港分部國際會議 2025
   ISA Hong Kong Chapter International Conference 2025
2. 樹木風險評估課程
   Tree Risk Assessment Course with Assessment
3. 樹木風險評估資歷課程及評估
   Tree Risk Assessment Qualification (TRAQ) Course and Assessment
4. 為渠務署工程 / 場地進行 2025/2026 年度樹木風險評估及管理工作簡報會
   Briefing Session on the Arrangement of 2025/2026 Tree Risk Assessment and Management (TRAM) Exercise for DSD Projects/Venues
5. 渠務署工程 / 場地的園林廢物管理及樹木倒塌事故處理機制簡報會
   Briefing Session on Yard Waste Management and Handling Mechanisms for Tree Failure Incidents for DSD Projects/Venues
6. 國際污水處理技術會議 2025
   International Conference on Wastewater Treatment Technologies 2025
7. 國際水務領袖高峰論壇 2025
   International Water Pioneers Summit 2025
8. 明建會國際建造會議（為期一日）：推動安全、可持續和穩固的工程
   Lighthouse Club International One Day Construction Conference Promoting Safe, Sustainable, Secure Construction
9. 一日研討會：氣候適應力變化下的混凝土橋樑設計和評估 – 背後的故事
   One Day Symposium: Design and Assessment of Concrete Bridges in the Changing Landscape of Climate Resilience – the Story Behind
10. 城鄉合作與可持續發展分享會 – 基於自然的解決方案
    Sharing on Urban-Rural Partnership and Sustainable Development - Nature-based Solutions
11. 承建商有份參與的樹木風險評估及管理工作年度論壇
    Discussion Forum with Contractors involved in Annual TRAM Exercise

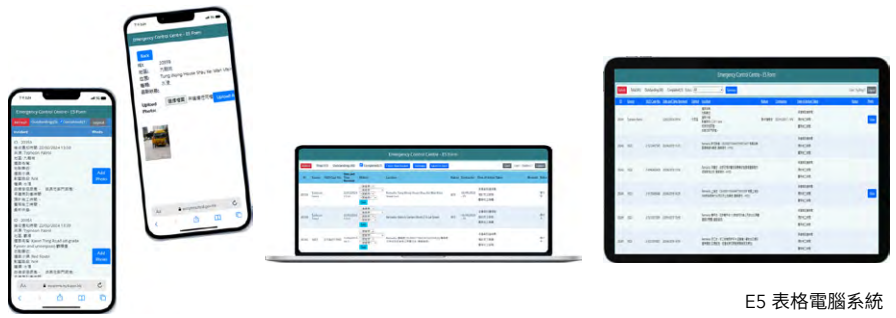
研發 E5 表格電腦系統:
加強氣候應變能力和數碼管治
Development of the Form E5 Computerised System: Strengthening Climate Resilience and Digital Governance

為應對日益頻繁的極端天氣事件，我們持續完善環境風險管理機制，並繼續致力於加強其運作穩健性。以超強颱風樺加沙為例，我們處理了超過 1,200 宗服務要求和查詢。前線和支援人員面對極為繁重的行政和跨部門協調工作，對整體的緊急應變行動構成重大挑戰。

In response to the increasing frequency of extreme weather events, we continue to refine our environmental risk management mechanisms and remain committed to strengthening our operational resilience. Taking Super Typhoon Ragasa as an example, we handled over 1,200 service requests and enquiries. Frontline and support staff faced an enormous volume of administrative and inter-departmental coordination work, posing significant challenges to the overall emergency response operations.

為了一改非常依賴以人手方式保存紀錄、以紙本方式存檔文件和以電話方式與承建商協調的傳統運作模式，我們自主研發並正式推出 E5 表格電腦系統。此電子個案處理系統在三個關鍵領域提升我們在環境治理和運作管治方面的成效：

To move away from the traditional operations that relied heavily on manual record-keeping, paper filing, and telephone coordination with contractors, we independently developed and officially launched a new electronic case handling system named the Form E5 Computerised System. This system enhances our environmental and operational governance effectiveness in three key areas:



E5 表格電腦系統
Form E5 Computerised System

1 以數據驅動和精準的決策
Data-Driven, Precise Decision-Making

系統能夠將 1823 熱線和其他政府部門的實時事故數據自動載入至中央數據庫，無須以人手方式重新輸入數據。系統設有三個專用的操作介面，分別供管理人員、緊急控制中心和承建商使用，讓相關人員能夠以流動電話或電腦即時追蹤工作狀況，大幅提升了資訊透明度和決策速度。

The system automatically imports real-time incident data from the 1823 hotline and other government departments into a centralised database, eliminating manual data re-entry. Featuring three dedicated operational interfaces for management, the Emergency Control Centre (ECC), and contractors, the system enables relevant personnel to instantly track work status via mobile phones or computers, significantly enhancing information transparency and decision-making speed.

2 環保辦公室和減碳轉型
Green Office and Carbon Reduction Transformation

通過全面將工作流程數碼化和取代紙本表格及影印，系統可從源頭減少資源消耗，從而推動無紙化和可持續的管治。

By fully digitalizing workflow and replacing paper forms and photocopying, the system reduces resource consumption at source, driving paperless and sustainable governance.

3 加強協作和提升運作效率
Enhanced Collaboration and Operational Efficiency

系統精簡了我們和承建商的溝通，有效減低在緊急事故高峰期間的行政負擔，並確保即使在極端天氣情況下仍能維持高效率的公共服務。

The system streamlines communication between us and our contractors, effectively reducing the administrative burden during peak emergency periods and ensuring that public services remain efficient even under extreme weather conditions.

展望將來，我們將繼續更深入地應用科技以鞏固其管治框架，並主動應對氣候變化所帶來的挑戰。

Looking ahead, we will continue to deepen our application of technology to fortify our governance framework, proactively meeting the challenges posed by climate change.

營造協作文化
Fostering a Culture of Collaboration

超強颱風緊急應變與回收廢木材過程中的跨部門協作
Interdepartmental Synergy in Super Typhoon Emergency Response and Wood Waste Recycling

通過跨部門協調進行緊急清理
Emergency Clearance through Interdepartmental Coordination

二零二五年九月超強颱風樺加沙吹襲期間，香港要面對的不僅是狂風暴雨，還有遍布各地的塌樹和斷枝。就此，我們與消防處和運輸署緊密協作，迅速啟動緊急應變計劃。我們共同的優先事項是立即清除道路上的障礙物，從而讓交通恢復正常，確保緊急通道暢通，以及加快社區復原。

When Super Typhoon Ragasa battered Hong Kong in September 2025, the city faced not only howling winds and torrential rain, but also a landscape littered with fallen trees and broken branches. In response, we collaborated closely with the Fire Services Department and the Transport Department (TD), mobilized swift emergency contingency plans. Our joint priority was to clear road obstructions immediately, so as to restore traffic flow, ensure emergency access, and accelerate community recovery.

將廢物轉化為機遇
Turning Debris into Opportunity

為處理風暴期間清理出的大量塌樹和樹枝，我們與環境保護署和渠務署聯手試行「樹木臨時處理點」，在我們的青衣維修廠和渠務署的沙田岩洞污水處理廠設立處理點。我們運用由環境保護署提供的木材破碎機，將部分收集到的植物廢物在現場分類並破碎，其後由環境保護署運走作下游處理。

To handle the massive volume of fallen trees and branches cleared during the storm, we joined hands with the Environmental Protection Department (EPD) and the Drainage Services Department (DSD) to pilot "Temporary Tree Processing Points". These points were set up at our Tsing Yi Maintenance Depot and DSD's Sha Tin Cavern Sewage Treatment Works site. Utilising wood shredders provided by EPD, part of the collected vegetative debris was sorted and shredded on-site before being transported by EPD for downstream processing.

轉廢為材
Turning Waste into Resources

破碎後的廢木材隨後獲重用，成為堆肥用的膨鬆劑或園藝用的覆蓋物。這種協作方式不但大幅減少運往堆填區的植物廢物，而且展示了按循環經濟的原則回收廢木材的方式，在實現資源回收的同時，保護我們的環境。

The shredded wood waste was subsequently reused as bulking agents for composting or as horticultural mulch. This collaborative initiative not only significantly diverted green waste from landfill, but also demonstrated a circular economy approach to wood waste recycling, achieving resource recovery while safeguarding our environment.

超強颱風樺加沙在二零二五年九月吹襲香港
Super Typhoon Ragasa battered Hong Kong in September 2025



應用超材料隔音罩提升道路重鋪工程的營運效率三倍
Tripling Operational Efficiency by Using Metamaterial–based Noise Enclosure during Road Resurfacing Works

為將對交通的影響降至最低，道路維修保養工程一般在封路安排下，於夜間或公眾假期進行。環境保護署會根據《噪音管制條例》發出建築噪音許可證，要求承建商採取有效措施控制建築噪音及降低對周邊環境的影響。

To minimise disruption to traffic, road maintenance works are generally scheduled during nighttime or public holidays under road closure arrangements. Under the Noise Control Ordinance, EPD issues a construction noise permit (CNP) that requires contractors to implement effective measures to control construction noise and reduce the impact on the surrounding environment.

傳統上，這些嚴格的規定限制了道路維修工程的規模和進度。具體而言，在平日進行的道路路面破碎工作，必須在午夜前完成，且必須使用手提式破碎機，並按建築噪音許可證（CNP）的要求，加設由厚度至少 50 毫米的吸音內襯及厚度至少 10 毫米的膠合板（或 1 毫米厚的鋼板）外層所製成的隔音罩。

Traditionally, these stringent requirements have constrained the scale and pace of road maintenance works. In particular, road breaking activities on weekdays must be completed before midnight using hand-held breakers, together with a noise enclosure made of a minimum of 50 mm thick sound-absorbing lining and an outer layer of a minimum of 10 mm thick plywood or 1 mm thick steel as required under the CNP.



夜間進行的道路重鋪工程
Resurfacing works at nighttime



由最少 50 毫米厚的吸音層及 1 毫米厚的鋼板外層所製成的隔音罩
Traditional noise enclosure made of minimum 50 mm thick sound-absorbing lining and an outer layer of 1 mm thick steel

創新解決方案：採用超材料技術
An Innovative Solution: Adopting Metamaterial Technology

自二零二四年起，路政署、環境保護署和承建商緊密合作，積極探索創新方案，其中包括採用超材料技術製造隔音罩。

Through close collaboration among our Department, EPD, and the contractor, innovative approaches have been actively explored since 2024, including the adoption of metamaterial technology for manufacturing noise enclosures.

超材料是一種經特殊設計的輕質結構，利用獨特的形狀和內部特徵阻隔噪音，有別於傳統沉重的屏障單純依賴其質量和密度來達到隔音效果。這項先進的技術不但令隔音罩顯著地更便於工人操作、更安全，而且使其能以回收塑料製成。經嚴格的實地測試證明，以超材料技術製造的隔音罩可將噪音大幅降低 10 至 20 分貝（A）。

Metamaterials are specially designed lightweight structures that block noise using their unique shapes and internal features, rather than relying solely on the mass and density of traditional heavy barriers. This advanced technology not only makes the enclosures significantly safer and easier for workers to handle, but also allows them to be manufactured from recycled plastics. Rigorous site trials have demonstrated that noise enclosures engineered with metamaterial technology can achieve a significant noise reduction of 10 to 20 dB(A).

超材料隔音罩的主要優點
Key Benefits of Metamaterials–based Noise Enclosure

快三倍
3 times faster

三日的工作一日完成
3 days of work done in 1 day

更寧靜
Quieter

阻隔 10 至 20 分貝（A），消除午夜噪音
blocks 10-20 dB(A),
eliminates midnight noise

環保易用
Eco–friendly & easy

環保易用 — 以回收塑料製成，輕巧且便於安全操作

Eco-friendly & easy – made from recycled plastic, lightweight and safe to handle

首次現場試驗
First site trial



二零二四年二月十四日在大埔翠和里進行超材料隔音罩的首次實地測試
First site trial of metamaterial-based noise enclosure at Chui Wo Lane, Tai Po on 14 February 2024

第二次及第三次現場試驗
Second and third site trials



進一步改良的超材料隔音罩，其框架以鋁管加固，並配備充電式風扇及照明燈
Further enhanced metamaterial enclosure, with the frame strengthened by aluminium pipes and featuring rechargeable fans and lights



第二和第三次實地測試分別於二零二四年十二月十七日及二零二五年四月二日在新娘潭路和大昌街進行，所使用的改良隔音罩在兩側及後方設有百葉板作通風之用
Second and third site trials at Bride's Pool Road and Dai Cheong Street on 17 December 2024 and 2 April 2025 respectively featuring a modified noise enclosure with louvre panels on the sides and rear for ventilation

實地測試表現：運作效率為以往的三倍
Site Trial Performance: Tripling Operational Efficiency

憑藉這更佳的降噪效果，我們與環境保護署、相關部門及承建商協調，成功將大埔運頭角里道路重鋪工程的所需時間從三個晚上縮短至僅一天。運作效率的大幅躍升，不但縮短了施工時間、減少能源消耗，亦大幅減低對附近居民的滋擾，完全符合政府在碳管理和促進社區福祉方面的目標。

By leveraging this enhanced noise reduction performance, we coordinated with EPD, relevant departments, and the contractor to shorten the time required for the road resurfacing works at Wan Tau Kok Lane, Tai Po from three nights to just one day. This quantum leap in operational efficiency not only reduced construction time and energy use but also substantially minimised disturbance to nearby residents, perfectly aligning with the Government's carbon management and community well-being goals.

可持續道路維修保養的典範
A Model for Sustainable Road Maintenance

大埔運頭角里的道路重鋪工程順利完成，其在滿足基建需要與保障社會福祉之間取得平衡，為可持續道路維修保養模式樹立了典範。我們會繼續鼓勵承建商採用超材料隔音罩，並物色合適地點應用這項技術，以減少夜間施工的需要，從而為減少廢物及提升市民生活質素作出貢獻。

The successful completion of resurfacing works at Wan Tau Kok Lane in Tai Po serves as a prime model for sustainable road maintenance practices that balance infrastructure needs with community well-being. We will continue encouraging contractors to adopt metamaterial noise enclosures and identify suitable locations where such technology can reduce the need for nighttime works, thereby contributing to waste reduction and improved quality of life.





二零二六年二月一日大埔運頭角里的道路重鋪工程順利完成
Successful completion of road resurfacing works at Wan Tau Kok Lane, Tai Po on 1 February 2026

綜合管理掘路工程:
旅程背後的無聲管治
Integrated Road Excavation Management:
Quiet Governance Behind Every Journey

香港長達 2,271 公里的公共道路網絡，不僅在地面上貫通全市，更為支援我們日常生活的重要地下公用設施提供屏障。要維持這複雜的地下網絡運作暢順，持續的維修保養和升級改造不可或缺。我們致力在發展必要的公用設施和便利市民出行之間取得平衡，在維護車路及行人路安全、易達和方便的同時，盡量減少車輛引擎空轉並將碳排放降至最低。

Hong Kong's 2,271 km public road network does far more than connect our city above ground. It shelters the vital subterranean utility infrastructure powering our daily lives below. Keeping this complex underground network running smoothly requires continuous maintenance and upgrades. We work tirelessly to balance essential utility development with public mobility, ensuring both vehicular traffic and pedestrian walkways remain safe, accessible, and convenient while keeping vehicle idling and carbon emissions to a minimum.

法定框架和平衡的激勵因素
Statutory Framework and Balanced Incentives

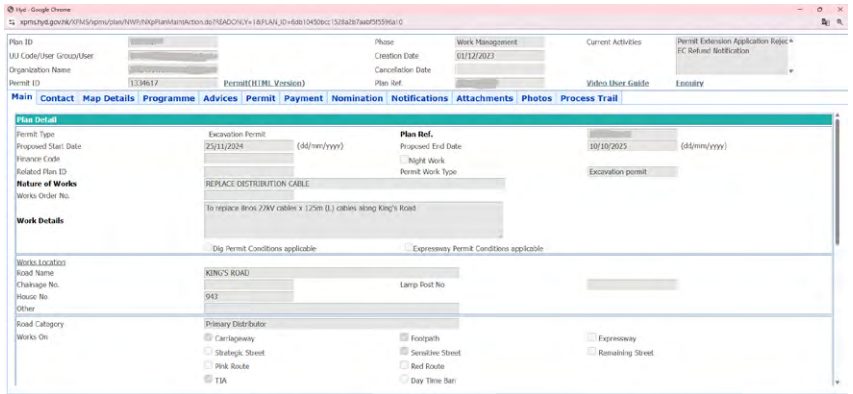
根據《土地（雜項條文）條例》（第 28 章），在任何由本署維修、屬未批租政府土地的街道上進行挖掘工程時，均須持有有效的挖掘准許證。為確保公共空間可盡快歸還行人和道路使用者，我們以平衡的准許證收費框架，鼓勵公用事業機構和政府夥伴優化其工程時間表，從而將對社區造成的滋擾（例如噪音和塵埃）減至最少，並如期完成工程。

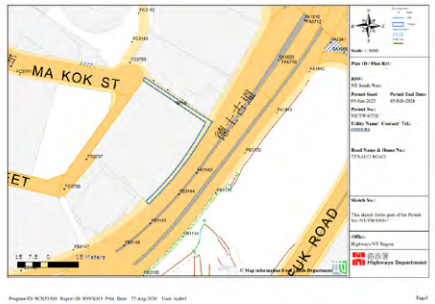
Under the Land (Miscellaneous Provisions) Ordinance (Cap. 28), any excavations on streets maintained by our Department on unleased government land require a valid Excavation Permit (XP). To ensure public space is returned to pedestrians and road users as quickly as possible, a balanced permit fee framework encourages Utility Undertakers (UUs) and government partners to optimize their work schedules, minimise community nuisances such as noise and dust, and complete projects on time.

通過挖掘准許證管理系統進行數碼化協調
Digital Coordination via XPMS

為管理全港數目龐大的公用事業工程，我們的區辦事處使用中央化的挖掘准許證管理系統（XPMS）作為共享數碼平台，以促進與各公用事業機構和主要持份者（包括運輸署和香港警務處）的跨界別合作。在二零二五年，該系統支援了全港約 15,000 個已獲批的挖掘准許證的規劃及協調工作，使規劃透明並能實時協調。

To manage the immense scale of utility works across the territory, our Regional Offices leverage the centralized Excavation Permit Management System (XPMS) as a shared digital platform. This system fosters cross-sector collaboration among UUs and key stakeholders, including TD and the Hong Kong Police Force. In 2025, the system enabled the transparent planning and real-time coordination of approximately 15,000 authorized XPs across Hong Kong.





挖掘准許證管理系統作業系統
XPMS interface





進行現場突擊檢查以主動控制品質和作出即時糾正
Unannounced site checks for proactive quality control and immediate rectification.

主動控制品質和即時糾正
Proactive Quality Control and Immediate Rectification

為確保道路及行人路工程的安全和質素，對工程現場情況的持續監察不可或缺。我們的審核巡查組會使用全面的檢查清單進行現場突擊檢查。我們通過以合規為主導的方式，利用有系統的扣分制度和勸諭通知，而非單靠處罰，促使承建商盡快糾正工地中輕微的不合規情況（例如有關壕坑安全護欄、安全的行人過路處和地盤整潔方面）。在二零二五年，我們的團隊共進行了超過86,000 次實地巡查，以保障公眾安全。

Delivering safe, high-quality road and footpath works requires constant vigilance on the ground. Our Audit Inspection Team conducts unannounced site checks using a comprehensive checklist. Rather than relying solely on penalties, our compliance-led approach uses a structured demerit point system and advisory notices to prompt contractors to rectify minor site irregularities, such as inadequate trench safety barriers, unsafe pedestrian crossings, and poor site cleanliness, as quickly as possible. In 2025, our teams conducted over 86,000 on-site inspections to safeguard public safety.

工程完成後，區辦事處人員會隨即進行核實檢查，確認道路及行人路的修復工程符合嚴格的耐用性及安全標準，方可全面重新開放予公眾使用。

Upon completion of works, Regional Office officers carry out verification checks to ensure that the road and footpath reinstatement meets stringent durability and safety specifications before being fully reopened to the public.

嚴格執法和向公眾問責
Firm Compliance and Public Accountability

我們的首要工作，固然是通過提供指引和及早糾正，協助挖掘准許證持證人遵守規定，但保障公眾安全，始終是我們的重要職責。如出現持續違規或嚴重違反法定要求的情況，個案將轉介至我們的執行隊進行獨立調查，並聯同律政司展開正式檢控。通過日常盡心盡力的監督、互相協作，以及嚴格的監管標準，本署在背後致力確保香港的街道、行人路和道路系統安全、可靠和可持續發展。

While our priority is always to support permittees through guidance and early rectification, protecting public safety remains our ultimate duty. Where persistent non-compliance or serious statutory breaches occur, cases are referred to our Enforcement Team for independent investigation, working alongside the Department of Justice to initiate formal prosecution. Through dedicated daily oversight, collaborative coordination, and firm regulatory standards, the Department works behind the scenes to keep Hong Kong's streets, footpaths, and roads safe, reliable, and sustainable for everyone.