

**THE UNIVERSITY OF HONG KONG
COMMITTEE ON TRANSPORT, TRAFFIC AND PARKING**

**Environmental Friendly Transport Policy
and Acquisition and Use of University Vehicles**

1. Introduction

- 1.1 Statements on an environmental friendly transport policy and guidelines on the acquisition and use of university vehicles are formulated for adoption by the university.

2. Environmental Friendly Transport Policy

- 2.1 Encourage the purchase and use of electric, hybrid and other vehicles recognized by the government or other professional bodies to be fuel-efficient and environmental friendly.
- 2.2 Encourage and facilitate the shared use of vehicles within the University in so far as individual department's use pattern and vehicle type are permissible.
- 2.3 Exercise tighter control on the approval of vehicle purchase and replacement based on projected need and past usage record.
- 2.4 Wherever appropriate, trim the frequency of shuttle bus services, particularly in non-peak hours and to avoid duplicating public transport services.
- 2.5 Actively publicize and enforce the requirement that engines shall not be kept running when vehicles are waiting for passengers or loading / unloading goods inside the campus.
- 2.6 In campus development and redevelopment, take measures to provide pedestrian-friendly, adequate, convenient, all-weather and safe access, minimize vehicle penetration and flow, and maximize segregation between vehicular and pedestrian traffic.

3. Acquisition / Replacement of Departmental Vehicles

- 3.1 The Committee on Transport, Traffic and Parking is the approving authority for all applications of acquisition of new and replacement vehicles by departments.
- 3.2 The Committee takes into account the usage of departmental vehicles and refers to the Environmental Transport Policy when assessing applications for new purchases.
- 3.3 Regarding replacement of vehicles, reference is made to the Government practice on the minimum expected lifespan of various types of vehicles:
 - Office Car / Official Car - 7 years
 - Vans / Lorry / Mini-Bus / Coach - 10 years
- 3.4 When a department seeks approval from the Committee to buy a new or a replacement vehicle, a suggested model to be purchased should be included.
- 3.5 For passenger cars, the reasons for not buying an electric or hybrid or fuel-efficient model should be supplied at the time of application. As far as possible a relatively more fuel-efficient and low emission model should be chosen. Departments are encouraged to refer to the government approved list of hybrid and fuel-efficient passenger cars for first-registration tax rebate purpose.
- 3.6 For goods vehicles, the fuel efficiency information should also be consulted and as far as practical a model that consumes less fuel or emits less and cleaner exhaust should be purchased.

4. Usage of Departmental Vehicles

- 4.1 Departmental vehicles should only be used for official purpose and all journeys must be properly recorded in the vehicle log books.
- 4.2 Departments should ensure there is a booking system for its departmental vehicle(s) open for all its eligible staff members to book in advance.

5. Colour Scheme / HKU Crest

5.1 To achieve uniformity, any new purchase of university vehicles should comply with a recommended colour and lettering scheme.

5.2 Private Car (sample photo attached herewith)

- The body colour should be white; and
- A HKU crest must be displayed near the radiator cover at the front of the vehicle in between the two head lights. The size of the crest should be 11.5cm by 12.5cm.

5.3 Light Goods Vehicle (sample photo attached herewith)

- The basic body should be in the manufacturer's original white colour; and
- A green stripe (nearest to ICI FA-34 and about 8-cm in width) is to be sprayed along both sides of the car body. On top of the stripe, the HKU's name and the department name in English and Chinese should also be displayed. The English names (with HKU name above the department name) in the font of Arial, are to be written on the left-hand side, while the Chinese names (with HKU name above the department name) in the font of 標楷體, are to be on the right-hand side and parallel to each other. In between the English and the Chinese names the HKU logo should be added.

5.4 Before disposing of any vehicle, Department Heads should ensure the removal of the crest, the logo and any other characters indicating the vehicle's affiliation with HKU.

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Private Car



Light Goods Vehicle

