



EEA environmental statement 2007

with data from 2006

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Foreword



This publication is the EEA's third environmental statement. It presents our environmental policy and describes our performance. The next statement is planned to be published in June 2008.

Long journeys start with small steps. Very early on in the life of the Agency we introduced two kinds of waste bins: blue for paper recycling and black for other household waste. In the canteen we introduced a third bin for organic kitchen waste. In addition, we took steps to ensure that the food on offer was not only healthy and nutritious, but, where possible, locally grown and organic. Our next step was to introduce separate collections of batteries, bottles, cardboard, electronic equipment, toner cartridges and chemicals. To process all waste, we selected environmentally certified waste companies, and when contracting other services we kept an eye on the environmental quality of the products and services being purchased.

In 1995 the Agency created a green team. We took other environmental actions on heating, electricity saving, and paper consumption. We recorded the trends in our consumption and set targets. However, there are limits to informal initiatives and gradually their effectiveness dwindled.

By 2002 we felt it was time to turn these disparate and informal initiatives into a coordinated and coherent programme and at the same time focus our efforts. The European Community eco-management and audit

scheme (EMAS) provided a natural framework for us, because it takes its point of departure in staff participation and publishing an organisation's environmental performance.

In 2006 our environmental management system has become more visible to the outside world, as we started helping other EU-agencies to incorporate environmental aspects into their management. Furthermore, we joined Copenhagen Environment Network, where we aim to contribute to the greening of the local community.

By publishing this statement we wish to encourage other organisations to opt for EMAS certification. For public bodies such as the EEA it is particularly important to be wise managers of the financial and human resources entrusted to us. But it is equally important to manage our impact on the environment. In our opinion, this is a good way of showing corporate social responsibility. It will also boost satisfaction among our staff, because in this way we can reduce any gap between what we say and what we do.

We are happy to answer any questions you may have on our environmental management system, and we would be delighted to share our experiences with others who choose an EMAS-certified environmental management system.

Professor Jacqueline McGlade
Executive Director

The European Environment Agency (EEA)

We are a European Union (EU) body dedicated to providing sound and independent information on the environment. We are a principal source of information for those involved in developing, adopting, implementing and evaluating environmental policy, as well as for the general public.

Our headquarters are located in one building at Kongens Nytorv 6 in Copenhagen. The area of our headquarters is 7 200 m². In 2006 we rented 681 m² of office space at Kongens Nytorv 28 which will be included in our environmental management system as of 1 July 2007. The number of staff is approximately 150. In addition there are around 30 consultants working in-house.

Membership of the EEA is also open to countries that are not Member States of the European Union. The Agency currently has 32 member countries: the 27 EU Member States together with Iceland, Liechtenstein, Norway, Switzerland and Turkey. Five west Balkan countries have also applied for membership.

The Agency's main clients are the European Commission, the European Parliament, the Council of Ministers and the EEA member countries. We also serve other EU institutions such as the European Economic and Social Committee, the Committee of the Regions and the European Investment Bank. Outside the EU framework, the business community, academia, the media, non-governmental organisations and other parts of civil society are also important users of the Agency's information.

The EEA's aim is to help the EU and the Agency's member countries make informed decisions about improving the environment, integrating environmental considerations into economic policies and moving towards sustainability.

To do this we provide a wide range of information and assessments. This covers the state of the environment and environmental trends, together with pressures on the environment and the economic and social driving forces behind them. It also covers policies and their effectiveness. We try to identify possible future trends and problems using scenarios and other techniques.

The information and assessments are published in the form of reports and briefing papers. Briefings and major reports are usually made available in all official languages of the EEA member countries. All EEA products as well as database services can be accessed cost-free through the Agency's website.

The information provided by the Agency comes from a wide range of sources. The main source is the European environment information and observation network (Eionet), a partnership linking some 300 institutions in EEA member and collaborating countries. These include organisations that together comprise the Agency's five European topic centres (ETCs) — centres of expertise — covering water, air and climate change, nature protection and biodiversity, waste and material flows, and terrestrial environment.

Neither the ETCs nor Eionet are covered by the Agency's EMAS registration. The EMAS registration relates only to the Agency's premises in Copenhagen. However, in assessing the environmental aspects of the Agency's activities, business travel paid for by the Agency for non-EEA staff, for example management board members, Eionet partners, ETC representatives and outside experts have been included.

EEA environment policy



The European Environment Agency recognises that it has a special responsibility, as the only European Union body dedicated exclusively to providing information for protecting the environment, to show leadership in its own environmental management and performance.

On the positive side, the Agency believes that the information it provides has an important beneficial impact on Europe's environment by giving policy-makers a sound basis for action and raising public awareness to protect the environment. The Agency is developing systems to assure the quality of its outputs and to evaluate their effectiveness in environmental terms.

However, like other organisations, the EEA also consumes natural resources and pollutes the environment through its operations. The Agency is committed to minimising its negative environmental impacts, to continuously improving its environmental performance and to complying with all environmentally relevant legislation in its host country. This will be done while taking into account the need to safeguard the occupational health and safety of those working at the Agency.

The Agency recognises the need to give priority to minimising the environmental impacts of:

- running of EEA offices;
- procurement;
- business travel.

These will be reviewed as part of the annual review and preparation of the annual management plan.

The EEA will keep other areas under review and give priority to minimising their impacts as and when the need arises.

Regarding travel by Agency employees to and from the workplace, the EEA's policy is to encourage walking, cycling and the use of public transport.

The EEA environmental policy covers Agency staff as well as all non-EEA personnel working on a regular basis at the Agency's premises in Copenhagen, such as consultants and catering contractors.

EEA environmental management system



The structure of the EEA's environmental management system is designed to form a natural part of the EEA's management plan system. This system allows employees to determine easily their environmental responsibilities and activities. Employees are actively engaged through personal

responsibilities and by working in groups on environmental improvements projects. The system is documented in a handbook where each section has been written and will be updated by the managers and employees responsible. The handbook describes who is responsible for doing what, when and how.

The five main elements of our environmental management system are:

Management	Describes the environmental management structure, distribution of responsibilities, policy, objectives as well as specific management tasks.
Environment	Describes the responsibilities of the environmental coordinator and lists legal and other requirements.
Communication and HR management	Describes internal and external communication and training.
Building operation	Describes technical operation, monitoring and emergency actions.
Common environmental activities	Describes good housekeeping, management of suppliers, projects, corrective and preventive actions, etc.

Environmental impacts of the Agency's activities



The EEA has identified the following aspects of the Agency's activities that have significant direct or indirect environmental impacts:

Environmental aspect	Environmental impact
EEA information products and services	The Agency believes that the information it provides has a beneficial impact on the environment by enabling policy-makers and the public to take well-substantiated action to protect the environment.
Running of EEA offices	Running of the EEA offices in Copenhagen implies use of energy and resources and generation of waste. The consumption of electricity and heating energy (and the connected emissions of air pollutants from energy production) are particularly significant.
Procurement	All goods and services procured imply the use of energy and resources and the generation of pollution and waste across their life cycle. In our procurement decisions we can influence the impact.
Business travel	Business travel and accommodation are part of our procurement but significant enough to be given separate attention. High energy consumption and the generation of air pollution are known impacts of air traffic. In our planning of travel activities we have the possibility to reduce these impacts.

Environmental status



In the following we describe what actions we took to improve our environmental performance in 2006 and present our performance data from the same year.

EEA information products and services

The effect of our products on the target groups and the environment has not yet been studied in any systematic way, even though regular Agency evaluations done by the European Commission have touched upon this issue. The basic assumption has nevertheless been that the products of the Agency have an indirect positive effect on the environment.

In 2006 we have continued with a project called 'Effectiveness evaluations', the aim of which is to test on an ongoing basis the impacts of EEA activities i.e. how EEA products and services are used and regarded by our client groups and ultimately what the effects are on the environment. This work will continue in 2007.

Running of EEA offices

Running of the EEA offices in Copenhagen implies the use of energy and resources and the generation of waste as with the running of any office building. Our building dates from 1899 and is used by the Agency on a long-term rental contract. Most of our environmental impacts derive from:

- consumption of electricity
- consumption of district heating
- consumption of water

- generation of waste
- generation of waste water
- generation of nuisances (noise, smell, traffic congestion, etc.)

Of these impacts the latter two are not addressed directly in our policy. Waste water is only generated through normal office activities and is as such of sanitary, kitchen or cleaning origin. All waste water is discharged to the public sewer and through our efforts to minimise our water consumption it should follow that we reduce the amount of water discharged. Cleaning and catering services are purchased and accordingly issues with regard to pollutants in waste water are covered by our green procurement policy.

The generation of nuisances is considered to be insignificant. The primary noise source is the ventilation system with ventilators/cooling units on the roof and in the basement. However, the EEA's neighbours are office buildings, and the noise is low compared with the background noise of the traffic in the centre of Copenhagen. Smell could derive from the kitchen, but it is not considered a problem. The EEA has never received complaints on nuisances from noise or smells. Concerning traffic, the Agency does not provide parking places except in exceptional circumstances. This means that employees use public transportation, cycle or walk to and from the office.

Electricity

The environmental impacts of our consumption of electricity and district heating stem from the efficient power and heating generation of Copenhagen Energy and Dong Energi. In 2006 we set a target to increase the amount of our electricity use coming from renewable sources. However, due to other priorities we did not manage to run a call for tender to set up contract allowing us to pay the extra price to our supplier to promote renewable electricity production.

The EEA target for electricity consumption in 2006 was to decrease the consumption per full-time equivalent (FTE) ⁽¹⁾ by 3 % in 2006 compared with 2005. Our electricity consumption decreased by only 1 % mainly because of the installation of new servers requiring increased cooling. Consumption in the server room is estimated to have increased by about 30 % in 2006.

Heating

The consumption of steam for heating was 613 000 kWh, which is an increase of 6 % from the previous year.

Water

Our consumption of water remained at the same level as in 2005 amounting to 1 581 m³.

Waste

Since we consume a lot of paper we put a

strong emphasis on instructing staff and the cleaners in how to sort paper and other waste fractions into different bins and containers. Waste is sorted and disposed of according to the regulations issued by Copenhagen Municipality.

Paper consumption

Since the Agency's core activity is to produce information, it is unavoidable to use large amounts of paper. In addition, daily office activities and meetings require material printed on paper. From the beginning of the Agency's operation, we have mainly used recycled or eco-labelled paper in printers and photocopiers and requested our printing suppliers to do the same, whenever it has been possible.

In 2006, we used in total 1 534 365 sheets of paper, which means 11 365 sheets of paper per full-time equivalent. Thus the consumption has been reduced by 1 % in 2006 and we did not reach our target of reducing in-house paper consumption by 5 % despite continuous awareness-raising efforts about saving paper.

However, in line with our target of creating a baseline for the amount of paper in our publications printed at external printing houses, we established a baseline of 9 944 120 pages. We can influence this figure by careful planning of publications, printruns and updating address databases. One concrete change already implemented is use of recycled paper instead of paper made of virgin fibres.

		2004	2005	2006	Benchmark *
Heating	kWh		578 200	613 000	
	kWh/m ² /year		80.3		99.6
Water	m ³	1 173	1 456	1 581	
	l/m ² /year	163	202	201	260
Paper consumption (in-house)	Number of sheets	1 655 000	1 378 000	1 534 265	
	Sheets per FTE	13 792	11 483	11 365	
Paper consumption (external)	Number of pages in publications			9 944 120	

* Average for Danish office buildings, August 2005. (Danish Energy Authority)

⁽¹⁾ Full-time equivalent (FTE) is a measurement unit that is calculated as follows: 37.5 hours (= normal working week) times 52 weeks equals 1 950 hours. In 2003, 2004 and 2005 there were 120 FTEs, and in 2006 the number was 135 FTEs.



EEA electricity consumption and target

	2003	2004	2005	2006	Target 2007	Benchmark *
kWh/m ² /year	105	104	99	111	-	45
kWh/FTE/year	6 317	6 234	5 961	5 902	5 725	

* Average for Danish office buildings, August 2005 (Danish Energy Authority).

Waste production

	2004	2005	2006
Electronic equipment waste	2 234 kg	3 000 kg	2 478 kg
Organic waste	2 900 kg	2 580 kg	3 000 kg
Paper and cardboard waste	12 460 kg	12 272 kg	8 490 kg
Other household waste	178 m ³	318 m ³	~26 000 kg **

** Data only available for nine months due change of contractor. The previous contractor did not provide data in kilos.

Procurement

In 2006 the EEA had a target to include two environmental criteria in all calls for tender. These criteria related to environmental crime (exclusion criterion) and general environmental policy (award criterion). The target was reached in all procurement procedures (28/30 contained two, 2/30 one environmental criterion). The EEA's new approach from 2007 onwards aims at more specific, targeted and robust environmental criteria (selection and award) which relate better to the subject of the contract concerned in line with relevant legal requirements.

Business travel

In 2006, our objectives were to increase the use of video- and teleconferencing as substitutes for air travel and to introduce carbon credits scheme across the EEA. Due to other priorities a registration mechanism was first in place late in the year and registrations done there do not reflect the total number of replacements.

The carbon credit scheme, however, was successfully introduced preceded by a call for tender where the German company Atmosfair won a framework contract. Subsequently the EEA purchased carbon offsetting for EUR 13 500 corresponding to 673 tons of CO₂ emissions.

Environmental targets in 2007



Environmental aspect	Environmental targets in 2007
Effectiveness evaluation	Initiate evaluation of how successfully EEA has implemented its corporate strategy 2004–2008
Running of EEA offices	
Electricity	Reduce the total yearly electricity consumption by 3 % at Kongens Nytorv 6.
Material use and waste	Reduce in-house paper consumption for printing and copying by 2 % per FTE.
Procurement	Green the EEA meetings and procurement further.
Business travel	<ul style="list-style-type: none"> • Reduce quantity of CO₂-emissions caused by EEA missions and meetings. • Increase the number of telephone and video conferences replacing missions.
Green tips on the web	Develop (content for) a database of environmental actions that can be integrated into the EEA website.

Certificate

Certifikat for EMAS-registrering Certificate of EMAS-Registration



European Environment Agency

Kongens Nytorv 6
DK 1050 København K

Registreringsnummer
Registration Number
DK-000244

Registreret første gang
Date of first registration
05-04-2005

Certifikatet er gyldigt indtil
This certificate is valid until
01-08-2008

Udstedelsesdato
Date of issue
28-06-2007

Denne organisation har indført et miljøledelsessystem, og udarbejdet en miljøredegørelse i henhold til forordning (EF) nr. 761/2001 med det formål at fremme en løbende forbedring af organisationens miljøindsats og resultater, og informere offentligheden herom. Miljøledelsessystemet og miljøredegørelsen er verificeret af en uafhængig tredjepart.

This organisation has established an environmental management system and prepared an environmental statement according to Regulation (EC) No. 761/2001 to promote the continual improvement of environmental performance and to inform the public hereof. The environmental management system and the environmental statement are verified by an independent third party.

Ole Christiansen
Direktør
Director-General

Ulla Ringbæk
Funktionsleder
Deputy Head of Division

Miljøstyrelsen
Miljøministeriet



EMAS

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information
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