



ΕΒΡΟΠΕΪΣΚΙ ΠΑΡΛΑΜΕΝΤ ΠΑΡΛΑΜΕΝΤΟ ΕΥΡΟΠΕΟ ΕΥΡΟΠΣΚΪ ΠΑΡΛΑΜΕΝΤ ΕΥΡΟΠΑ-ΠΑΡΛΑΜΕΝΤΕΤ
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EMAS ACTION PLAN

2009 - 2011



**Verified
environmental
management**
REG.NO. BE-BXL-000013
REG.NO. LU-000002
REG.NO. FR-000051

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**OBJECTIVE PLANNING SHEET NO 1: CARBON EMISSIONS**

Formulation of the environmental improvement objective:				
Reduce the European Parliament's carbon footprint				
Indicators: Carbon footprint per equivalent employee				
Goal: 30% reduction between 2006 and 2020				
Deadline: 2012				
Implementation programme:				
ENERGY				
Indicators: To be established on completion of the studies under actions 1 and 5.				
Goal: To be determined on completion of the studies under actions 1 and 5.				
Action	Pilot	Dead- line	Means	Budget
<i>Buildings</i>				
1. Overall study per site and per building in Brussels and Strasbourg, consisting of the following projects: - improved shading; - photovoltaic energy; - relighting; - thermal solar energy for sanitary warm water; - geothermal energy; - upgrading to low energy windows; - improved HVAC efficiency; - visualisation of energy performance, smart metering; - passive and low embedded energy buildings.	QUINTELA	2012	Invitation to tender	EUR 600 000
2. Establishment of an internal energy-management system on the Strasbourg site.	D. TENEZAKIS	End of 2009	Maintenance contract	Routine expenditure
3. KAD extension project: certification of the new KAD building project by a BREEAM assessor.	O. PESESSE	End of 2010	Certification office contract	EUR 28 000



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<p>4. Performance of studies with a view to enhancing energy performance in Brussels:</p> <p>a. Feasibility study for the installation of hot-water solar or photovoltaic panels in Brussels;</p> <p>b. Replacement of the cooling system in the ASP Building with a possible view to increasing energy recovery in Brussels;</p> <p>c. Study with a view to coating the glazed part of the PHS dome and the glass surfaces of the ASP with reflective film in order to reduced air-conditioning-related electricity consumption.</p>	P. DE BACKER	End of 2009	Framework contract (studies) + Invitation to tender (works)	EUR 375 000 for all three actions combined
<u>IT Equipment</u>				
<p>5. Overall study on a general IT plan, which includes:</p> <ul style="list-style-type: none"> - individual items of IT equipment; - reinforcement of the use of videoconferencing; - development of a coordinated printing strategy for Parliament, including the replacement of local printers with network printers. 	J. M. LAFOREST	2010	Invitation to tender	EUR 325 000
<p>6. a. Configuration of the standby option on desktop PCs in order to reduce energy consumption;</p> <p>b. Reworking of the specialist site and integration into the DG ITEC website.</p>	J. M. MARIOTTI	2009	DIT framework contracts	Routine expenditure
<u>MOBILITY AND TRANSPORT</u>				
<u>Indicators:</u> Mobility/transport carbon emissions per equivalent employee				
<u>Goal:</u> 10% reduction by 2020				
<p>7. <u>Promotion of flexitime and teleworking:</u> Development of pilot projects.</p>	Barry WILSON	2011	To be determined	Routine expenditure
<p>8. <u>Mission orders:</u> Provision of information on carbon emissions for every staff mission order.</p>	P.A. BARTHELEMY	2010	To be determined	Routine expenditure
<p>9. <u>Visitors:</u> Promotion of more environment-friendly means of transport for visitors (i.e. rail).</p>	F. PIPLAT	2011	To be determined	To be determined



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<p>10. <u>Information on mobility in the three places of work:</u></p> <ul style="list-style-type: none"> a. Performance of regular surveys on mobility at the three sites; b. Creation of a 'transport and mobility' section on the intranet/internet site; c. Introduction of a smart transit system; d. Links to websites showing less polluting types of vehicles; e. Establishing of a Mobility Management Centre in Brussels, aimed at promoting sustainable mobility by providing information, organising activities and events and running awareness campaigns, etc.; f. Consideration of a possible increase in EP involvement in the Mobility Committees of the Brussels Capital Region and City of Luxembourg; g. In conjunction with the appropriate bodies, consideration of the possibility - and, if possible, negotiation - of a substantial reduction in transport costs for Parliament's staff in Brussels; h. Creation of a car-sharing website. <p><u>Parking spaces:</u></p> <ul style="list-style-type: none"> i. Setting-aside of parking spaces for staff who car-share; j. Provision of new bicycle racks for staff and visitors in Brussels and Strasbourg. 	A. MANTZOURATOS	2011	To be determined	To be determined
<p>11. <u>Improvement of environmental performance for EP transport, and eco-driving:</u></p> <ul style="list-style-type: none"> a. Fitting of average fuel consumption counters in official cars; b. Affixing of 'eco-driving' advice stickers in official cars; c. Organisation of eco-driving courses; d. Incentives for a move towards low-emissions cars for the EP fleet; e. Trunk sharing arrangements to prevent staff using individual and almost empty trunks when going to Strasbourg; f. Provision of shuttle buses, rather than official cars, to transport people from the airport; g. Suggest a carbon quota to people using official cars, based on the eco-friendliness of the car in question. 	D. WILS	2010	To be determined	To be determined



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Signatures and dates:	
<u>Management</u>	<u>Pilot(s)</u>
<u>Action 4</u> (C. STRATIGAKIS) Date:	<u>Action 4</u> (P. DE BACKER) Date:
<u>Action 5</u> (J. M. LAFOREST) Date:	<u>Action 5</u> (J. M. LAFOREST) Date:
<u>Action 6</u> (J. M. LAFOREST) Date:	<u>Action 6</u> (J. M. MARIOTTI) Date:
<u>Action 7</u> (B. WILSON) Date:	<u>Action 7</u> (B. WILSON) Date:
<u>Action 8</u> (B. WILSON) Date:	<u>Action 8</u> (P.A. BARTHELEMY) Date:
<u>Action 9</u> (F. RATTI) Date:	<u>Action 9</u> (F. PIPLAT) Date:
<u>Action 10</u> (B. WILSON) Date:	<u>Action 10</u> (A. MANTZOURATOS) Date:
<u>Action 11</u> (C. STRATIGAKIS) Date:	<u>Action 11</u> (D. WILS) Date:



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Signatures and dates:	
<u>Management</u>	<u>Pilot(s)</u>
<u>Action 12.a, b</u> (O. COSMIDOU) Date:	<u>Action 12.a, b</u> (K. MASTOROS) Date:
<u>Action 12. c, d combined DG EXPO, IPOL and INTE project</u>	
<u>Action 12.c, d</u> (D. NICKEL)	<u>Action 12. c, d</u> (B. HELLOT)
<u>Action 12.c, d</u> (R. RIBERA D'ALCALA)	<u>Action 12. c, d</u> (E. ROMANO)
<u>Action 12. c, d</u> (O. COSMIDOU) Date:	<u>Action 12. c, d</u> (N. GHEYSEN) Date:



OBJECTIVE PLANNING SHEET NO 2: WASTE

Formulation of the environmental improvement objective: Increase the percentage of waste recycled				
Indicators: Percentage of waste recycled				
Goal: To be determined on the basis of the study under action 13				
Deadline: 2010				
Implementation programme:				
Action	Pilot	Dead-line	Means	Budget
13. Performance of a study on Parliament's waste management system with a view to making proposals for its improvement - e.g. recycling of organic waste in Luxembourg and Strasbourg.	EMAS	Start of 2010	Invitation to tender	EUR 40 000 (estimate)
14. Discontinuation of the use of all plastic dishware (which is currently incinerated after use) and its replacement with organic, compostable dishware at the three sites and in the dispensing machines there (as far as this is technically feasible in terms of 'guaranteed food safety, keeping food warm and maintaining its organoleptic characteristics, and suitability for dispensing machines' at a reasonable cost, and provided that an organic waste recycling system is set up at the Strasbourg and Luxembourg sites).	Pierre ZEBST	2010	To be determined	To be determined
15. Introduction of a harmonised colour coding system for waste collection at the three places of work.	Waste Committee	2010	To be determined	To be determined
Total budget: EUR 70 000				
2009 EUR 70 000	2010 —		2011 —	
Miscellaneous remarks:				



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<u>Signatures and dates:</u>	
<u>Management</u>	<u>Pilot(s)</u>
<u>Action 13</u> (B. WILSON) Date:	<u>Action 13</u> (L. KRAEWINKELS) Date:
<u>Action 14</u> (C. STRATIGAKIS) Date:	<u>Action 14</u> (P. ZEBST) Date:
<u>Action 15</u> (B. WILSON) Date:	<u>Action 15</u> (L. KRAEWINKELS) Date:



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OBJECTIVE PLANNING SHEET NO 3: WATER

Formulation of the environmental improvement objective: Curb water consumption				
Indicators: To be determined on completion of the studies under actions 16 and 17				
Goal: To be determined on completion of the studies under actions 16 and 17				
Deadline: 2012				
Implementation programme:				
Action	Pilot	Dead- line	Means	Budget
16. Identification of major users and principal consumers of water, and quantification of natural sources in Brussels.	P. DE BACKER	July 2009	Contract for the operation of installations	Routine expenditure
17. Identification of major users and principal consumers of water, and quantification of natural sources in Strasbourg	D. TENEZAKIS	July 2009	Maintenance contract	EUR 50 000
18. Establishment of a dialogue structure with a view to improved management of water-savings measures in Strasbourg.	D. TENEZAKIS	End of 2009	Working meetings	Routine expenditure
19. Analysis and enhancement of water management and consumption in Strasbourg.	D. TENEZAKIS	End of 2012	Maintenance contract	To be determined
20. a. Installation of hot and cold water dispensers in class rooms to avoid the serving of coffee, thereby economising on resources; b. Introduction of a system for recovering left-over water from bottles in meeting rooms in Brussels.	a. Pierre ZEBST b. Georges VASSILO-POULOS	2010	To be determined	To be determined
Total budget: EUR 50 000				
2009 EUR 50 000	2010 —		2011 —	
Miscellaneous remarks:				
Signatures and dates:				
Management		Pilot(s)		
Action 16 (C. STRATIGAKIS)		Action 16 (P. DE BACKER)		
Date:		Date:		



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<u>Actions 17, 18, 19</u> (C. STRATIGAKIS)	<u>Actions 17, 18, 19</u> (D. TENEZAKIS)
Date:	Date:
<u>Action 20 a</u> (C. STRATIGAKIS)	<u>Action 20 a</u> (P. ZEBST)
Date:	Date:
<u>Action 20 b</u> (C. STRATIGAKIS)	<u>Action 20 b</u> (G. VASSILOPOULOS)
Date:	Date:



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OBJECTIVE PLANNING SHEET NO 4: PAPER

<u>Formulation of the environmental improvement objective:</u> Curb paper consumption				
<u>Indicators:</u> To be determined on the basis of the work of the 'Paper management' working group				
<u>Goal:</u> To be determined on the basis of the work of the 'Paper management' working group				
<u>Deadline:</u> 2010				
<u>Implementation programme:</u>				
<u>Action</u>	<u>Pilot</u>	<u>Dead- line</u>	<u>Means</u>	<u>Budget</u>
21. Creation of a 'Paper management' working group to define indicators and propose measures for limiting paper consumption at the EP.	EMAS	Start of 2010	Working group meetings	Routine expenditure
Total budget: —				
<u>2009</u> —	<u>2010</u> —	<u>2011</u> —		
<u>Miscellaneous remarks:</u>				
<u>Signatures and dates:</u>				
<u>Management</u>		<u>Pilot(s)</u>		
Action 21 (B. WILSON)		Action 21 (L. KRAEWINKELS)		
Date:		Date:		

**OBJECTIVE PLANNING SHEET NO 5: PUBLIC PROCUREMENT**

Formulation of the environmental improvement objective:				
Promote the inclusion of environmental considerations in public procurement procedures				
Goal: Continuous development of the environmental facet of public procurement				
Deadline: 2011				
Implementation programme:				
Action	Pilot	Dead-line	Means	Budget
22. Incorporation of clauses on the purchase of furniture made of wood from sustainably managed forests.	J. P. LANGE	2009	To be determined	Routine expenditure
23. Introduction of clauses on the collection and recycling of packaging in invitations to tender for office supplies and computer consumables.	P. ANGE	During 2009	Invitation to tender	Routine expenditure
24. Inclusion in invitations to tender of clauses seeking to promote the reduction, and even offsetting, of CO2 emissions by suppliers and service providers.	M. GOMEZ	2011	To be determined	Routine expenditure
25. Promotion of the use of low carbon foods (e.g. promotion of white meats and local products).	P. ZEBST	2011	To be determined	To be determined
Total budget: —				
2009	2010	2011		
—	—	—		
Miscellaneous remarks:				
Signatures and dates:				
Management		Pilot(s)		
<u>Action 22</u> (C. STRATIGAKIS)	<u>Action 22</u> (J. P. LANGE)			
Date:	Date:			
<u>Action 23</u> (C. STRATIGAKIS)	<u>Action 23</u> (P. ANGE)			
Date:	Date:			



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<u>Action 24</u> (R. VANHAEREN) Date:	<u>Action 24</u> (M. GOMEZ) Date:
<u>Action 25</u> (C. STRATIGAKIS) Date:	<u>Action 25</u> (P. ZEBST) Date:

**OBJECTIVE PLANNING SHEET NO 6: REGULATORY ASPECTS**

<u>Formulation of the environmental improvement objective:</u>				
Ensure regulatory compliance				
<u>Goal:</u> Permanently eliminate cases of regulatory non-compliance				
<u>Deadline:</u> 2010				
<u>Implementation programme:</u>				
<u>Action</u>	<u>Pilot</u>	<u>Dead-line</u>	<u>Means</u>	<u>Budget</u>
26. Continuation of regulatory monitoring and extension of EMS regulatory conformity.	J. PASTOR	On-going	External contract	EUR 25 000 /annum
27. Creation of a procedure for collection of the documentation required to ensure traceability and regulatory conformity in the management of hazardous waste.	J. PASTOR	End of 2010	To be determined	Routine expenditure
Total budget: EUR 75 000				
<u>2009</u> EUR 25 000	<u>2010</u> EUR 25 000	<u>2011</u> EUR 25 000		
<u>Miscellaneous remarks:</u>				
<u>Signatures and dates:</u>				
<u>Management</u>		<u>Pilot(s)</u>		
Actions 26 and 27 (B. WILSON)		Actions 26 and 27 (J. PASTOR)		
Date:		Date:		



OBJECTIVE PLANNING SHEET NO 7: ON-GOING TRAINING AND AWARENESS

Formulation of the environmental improvement objective:				
Continuous increase in environmental training and awareness activities				
Goal: To be determined				
Deadline: 2011				
Indicators: Number of training and awareness activities run each year				
Implementation programme:				
Action	Pilot	Dead-line	Means	Budget
28. Creation of a medium- and long-term plan for the launch of an awareness campaign and for improving internal and external communication at all levels.	EMAS	2009	In association with DG COMM	Routine expenditure
29. <u>Proposal of new training courses:</u> a. Preparation of a presentation entitled 'EMAS within the European Parliament' (duration: 1-2 hours) for internal meetings of the units and departments concerned (presenters to be invited by the meeting organisers); b. Training for the staff concerned on the subject of hazardous substances and waste; c. Provision of on-going internal courses on EMAS awareness, good environmental practice and emergency responses.	EMAS	2010	In association with Professional Training	Routine expenditure
30. <u>Supplementing of existing courses:</u> a. Preparation and regular updating of a short explanatory document to be used by trainers on the COMPASS course when the 'EMAS in the EP' slides are being shown; b. Supplementing of the 'Public procurement' course with information on environmental aspects; c. Inclusion of slides on sustainable mobility in the COMPASS course; d. Information on environmental aspects to be incorporated into the course entitled 'Organising a meeting'; e. Inclusion of environmental aspects in the EPIC course.	a, c, e: EMAS b.: M. GOMEZ d.: P. PERREAU-VERDIER	2010	In association with Professional Training	Routine expenditure



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<p>31. <u>Awareness measures:</u></p> <p>a. Addition of an EMAS booklet, a guide to good practices and a postcard to the information pack issued to new arrivals.</p> <p>b. Organisation of Green Weeks 2009, 2010 and 2011 on Parliament's three sites; Organisation of an EMAS stand tour around all Parliament's buildings to raise staff awareness and installation of an EMAS display unit in each of Parliament's buildings;</p> <p>c. Discussions with the various DGs on the possibility of including EMAS information in their newsletters and eco-tips on their intranet sites;</p> <p>d. Launching of a sound waste management campaign;</p> <p>e. Creation of a 'switch off computer' message to be sent once a computer is in stand-by mode;</p> <p>f. Promotion of economy class, as opposed to business class, air travel;</p> <p>g. Promotion of the use of stairs as opposed to lifts;</p> <p>h. Promotion of a reduction in document transport, by encouraging electronic transmission.</p>	EMAS	2011	In association with DG COMM	EUR 25 000 in 2009 EUR 27 000 in 2010 EUR 29 000 in 2011
<p>32. Inclusion among the emergency situation tests of an accident scenario with environmental consequences.</p>	M. RIHOUX	End of 2009	To be determined	Routine expenditure
<u>Total budget:</u> EUR 79 000				
<u>2009</u> EUR 25 000	<u>2010</u> EUR 27 000	<u>2011</u> EUR 29 000		
<u>Miscellaneous remarks:</u>				
<u>Signatures and dates:</u>				
<u>Management</u>		<u>Pilot(s)</u>		
<p><u>Action 28</u> (B. WILSON)</p>	<p><u>Action 28</u> (L. KRAEWINKELS)</p>			
<p>Date:</p>	<p>Date:</p>			



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<u>Action 29</u> (B. WILSON) Date:	<u>Action 29</u> (L. KRAEWINKELS) Date:
<u>Action 30 a, c, e.</u> (B. WILSON) Date:	<u>Action 30 a, c, e.</u> (L. KRAEWINKELS) Date:
<u>Action 30 b.</u> (R. VANHAEREN) Date:	<u>Action 30 b.</u> (M. GOMEZ) Date:
<u>Action 30 d.</u> (B. WILSON) Date:	<u>Action 30 d.</u> (P. PERREAU-VERDIER) Date:
<u>Action 31</u> (B. WILSON) Date:	<u>Action 31</u> (L. KRAEWINKELS) Date:
<u>Action 32</u> (D. HARLEY) Date:	<u>Action 32</u> (J. P. RIHOUX) Date:

**OBJECTIVE PLANNING SHEET NO 8: OFFSETTING OF CARBON EMISSIONS**

Formulation of the environmental improvement objective: Offset certain European Parliament emissions				
Goal: To be determined				
Deadline: End of 2009				
Indicators: Percentage of emissions offset as a proportion of the total carbon footprint				
Implementation programme:				
Action	Pilot	Dead- line	Means	Budget
33. Conduct a study on the introduction of a system for offsetting the European Parliament's carbon emissions.	EMAS	End of 2009	Invitation to tender	EUR 35 000
Total budget: EUR 35 000				
2009 EUR 35 000	2010 —	2011 —		
Miscellaneous remarks:				
Signatures and dates:				
Management		Pilot(s)		
Action 33 (B. WILSON)		Action 33 (L. KRAEWINKELS)		
Date:		Date:		