Green Office

Environmental Management System

Helka Julkunen
Head of Green Office Programme

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Green Office is from Finland

- WWF Finland developed Green Office programme in 2002

- Green Office in Finland
  - 156 organisations
  - 443 offices
  - Almost 62 000 employees

- Green Office around the world
- 105 organisations
- 137 offices
- Over 31 000 employees
- Local Green Office networks are working actively in China, Latvia, Pakistan and Turkey

WWF’s mission is build a future in which humans live in harmony with nature.

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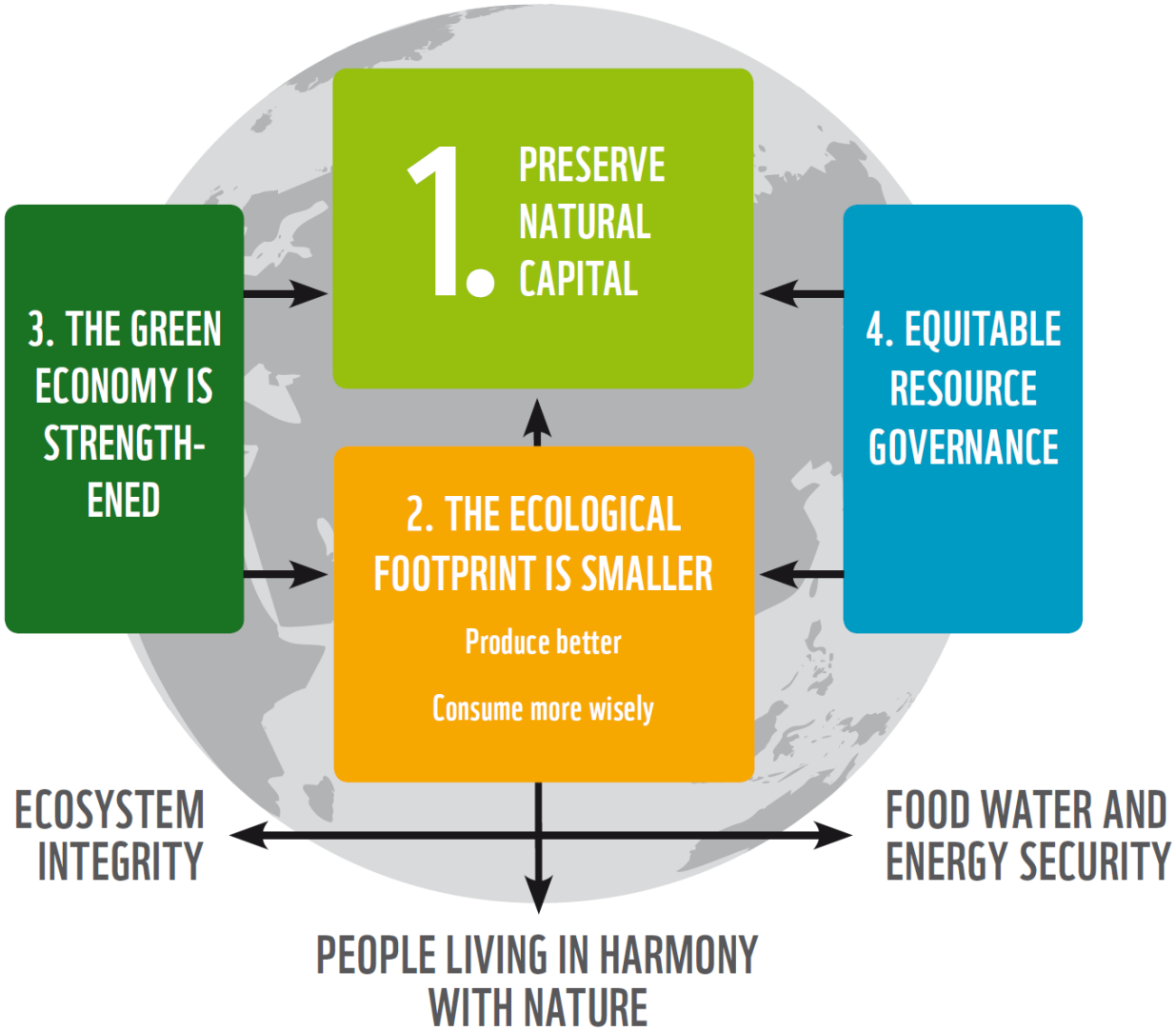
ONE PLANET MODEL



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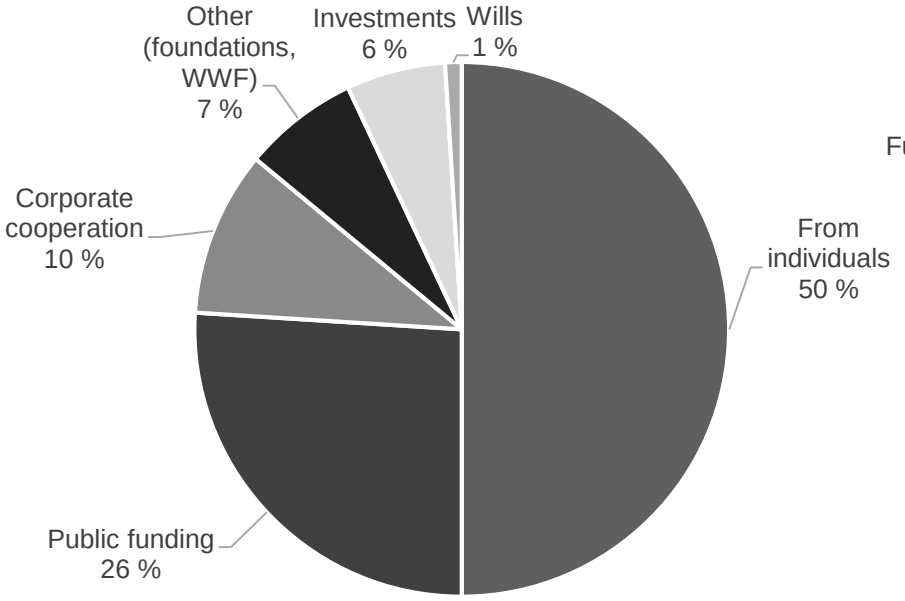
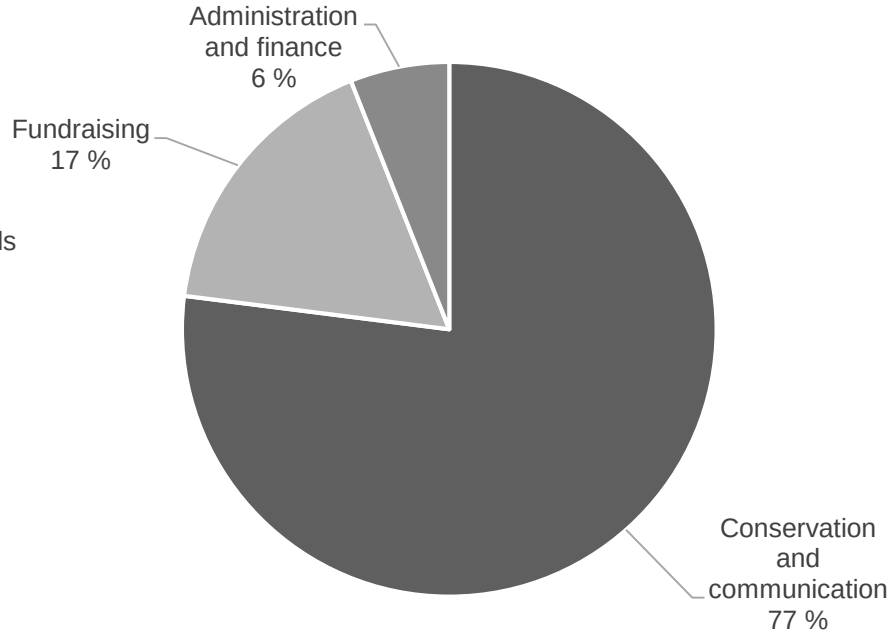
WWF Finland’s Income and Expenditure

Income in accounting period 2015-2016



Expenditure in accounting period 2015-2016



18 300

TONS LESS GREENHOUSE GAS EMISSIONS. THE SAME AMOUNT OF EMISSIONS WOULD BE RELEASED BY DRIVING A CAR 145 TIMES TO THE MOON AND BACK.

Results of Annual Reporting, spring 2016

© NEJRON PHOTO / SHUTTERSTOCK

What is Green Office?

- A practical environmental management system for offices
- A meaningful way to diminish the expenses
- Tool to support environmental management
- An education programme that inspires employees to adopt environmentally friendly habits
- Tool for internal and external environmental communication

Green Office Targets

- Reduce the consumption of natural resources in offices
- Climate change mitigation
- Promote sustainable lifestyle

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Green Offices Protect the Nature

- Environmental management system helps to reduce offices own environmental effects
- Annual fees support WWF's conservation work

© National Geography Stock / Michael Nichols / WWF

Green Office Offers Services

- Information and support for EMS implementation
- Right to use Green Office label
- Green Office diploma
- Tools
- Events
- Office inspections
- Newsletters
- Green Office tips

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Themes of the Environmental Programme

- Energy
- Transportation
- Procurement
- Food
- Waste and recycling
- Water
- Biodiversity
- People

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33 000 000

KWH'S LESS ELECTRICITY. IN MONEY, THAT IS OVER 2 MILLION EUROS.

Results of Annual Reporting, spring 2016

© HANNA ALANDI / SHUTTERSTOCK

Green Office Tools

- **Compass**
  - Information channel of Green Office network
  - Guidelines to build up and maintain Green Office
  - Includes necessary documents e.g. environmental programme
  - wwf.fi/compass
- **Climate Calculator**
  - Tool to calculate emissions
  - www.climatecalculator.net
- **Consumer Habit Questionnaire**
  - Questionnaire to evaluate environmental awareness of employees
  - Green Offices get the summary of the results
  - wwf.fi/goquestionnaire

- 12 steps to Green Office
- Green Office label
- Office Inspection
- Reporting
- Material Bank
- About Toolbox
- Contacts

NEWS

The best results in annual reporting (19.05.2014 12:10)

Finnish Green Offices reduced their greenhouse gas emissions by a record 7,048 tonnes in 2013 compared to the previous year. The same amount of emissions would be released by travelling over a thousand times around the world by car or driving a car for 60 years without stopping (at 80 km/h). The distance travelled would equal 55 round trips to the moon.

Paper consumption decreased a lot as well. In 2013, the consumption of copier paper was 21 million sheets less than the previous year. Stacked on top of each other, these sheets would make a pile over two kilometres high

Read more from the press release (pdf). You can also use the information in the press release in your own communications.

Add new comment

Best Green Office Practices webpage is now open! (24.02.2014 06:52)

Take a look at Green Office network's effective examples about energy consumption, procurement and other Green Office themes

Klikkaa tästä suomenkieliseen Kompassiin. >>

About Compass

Compass is an extranet for Green Offices. It is meant to serve WWF Green Office network members only. Please do not obtain this information for outsiders

Language: English Country: Finland Log in

WWF

CLIMATE CALCULATOR | CALCULATION BASIS | GREEN OFFICE | CONTACT

Energy | Passenger traffic | Procurement | Waste | Water | Emission compensation | Summary

Energy

Save

Purchased electricity

Total purchased electricity [ ] kWh

Change the carbon dioxide coefficient defined by the electricity provider [220] gCO_2/kWh

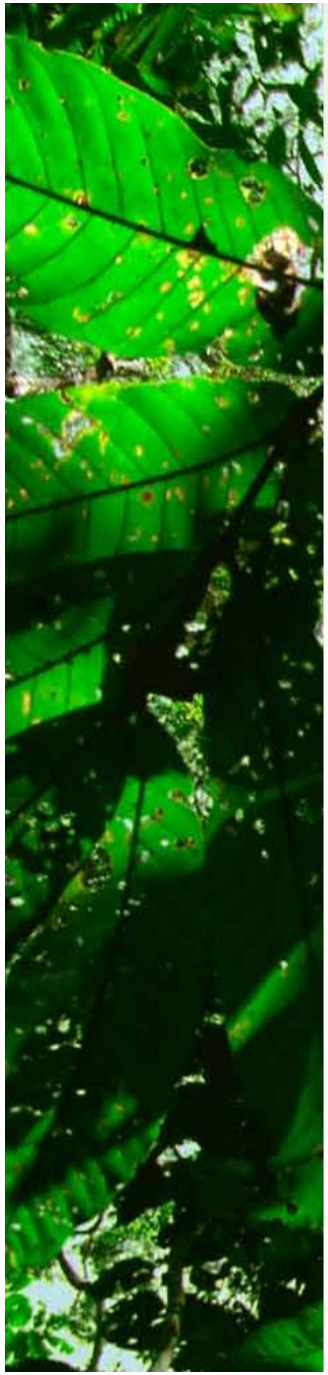
Purchased electricity is:

- 100% green electricity
- Partly green electricity: share [ ] %
- No green electricity

Total: 0 tCO_2

Electricity consumption of servers

Share of the in-house servers of the total electricity consumption [0] kWh



WWF's Consumer Habit Questionnaire

The Consumer Habit Questionnaire is WWF's tool especially for office environment. Everyone can measure the eco-friendliness of his or her habits by answering the questionnaire. After filling in the Consumer Habit Questionnaire, the users will see their total score and immediately receive feedback on five different sectors.

YOUR ASSESSMENT

ENERGY SAVING

11 / 16

EXCELLENT

Great, you have understood the main points about saving energy in an office environment. Keep up the good work!

PAPER SAVING

3 / 9

TRY HARDER

Think again about whether you could reduce your paper consumption. Remember that every sheet of paper has two sides!

WASTE & RECYCLING

7 / 8

EXCELLENT

Great! By recycling efficiently you are saving natural resources. Keep up the good work.

22 700 000

SHEETS LESS PAPER.
THAT IS OVER 2 KILOMETRES HIGH PILE OF PAPER.

Results of Annual Reporting, spring 2016

© BMJ / SHUTTERSTOCK

Building up the Environmental Management System

Contract stage
* Green Office contract
* Green Office contact person
* Admission fee

→

Green Office team

→

Assessment

→

Environmental programme
* Targets
* Tasks
* Coordinators
* Timetables

→

EMS
* Implementation
* Information, training & guidelines
* Monitoring

→

Inspection
* Green Office labeling rights
* Annual fee

- After contract signing it takes about 7 to 10 months to set up the Green Office system.

- Continuous improvement

Green Office Criteria

To achieve Green Office labeling rights office:

1. selects a Green Office coordinator and team
2. plans a practical environmental programme
3. improves energy efficiency continuously in order to mitigate greenhouse gas emissions
4. reduces waste, and recycles and sorts out waste according to law and local requirements
5. pays attention to green issues in procurements
6. informs and educates its personnel about Green Office practices
7. aspires towards continuous improvement in environmental matters
8. updates environmental program annually
9. chooses the indicators, sets numeric objectives and monitors the fulfilment of the objectives
10. reports to WWF annually

2 000 000

EUROS LESS IN ELECTRICITY BILLS. WITH THAT MONEY, ONE COULD HIRE 580 FINNS FOR A MONTH.

Results of Annual Reporting, spring 2016

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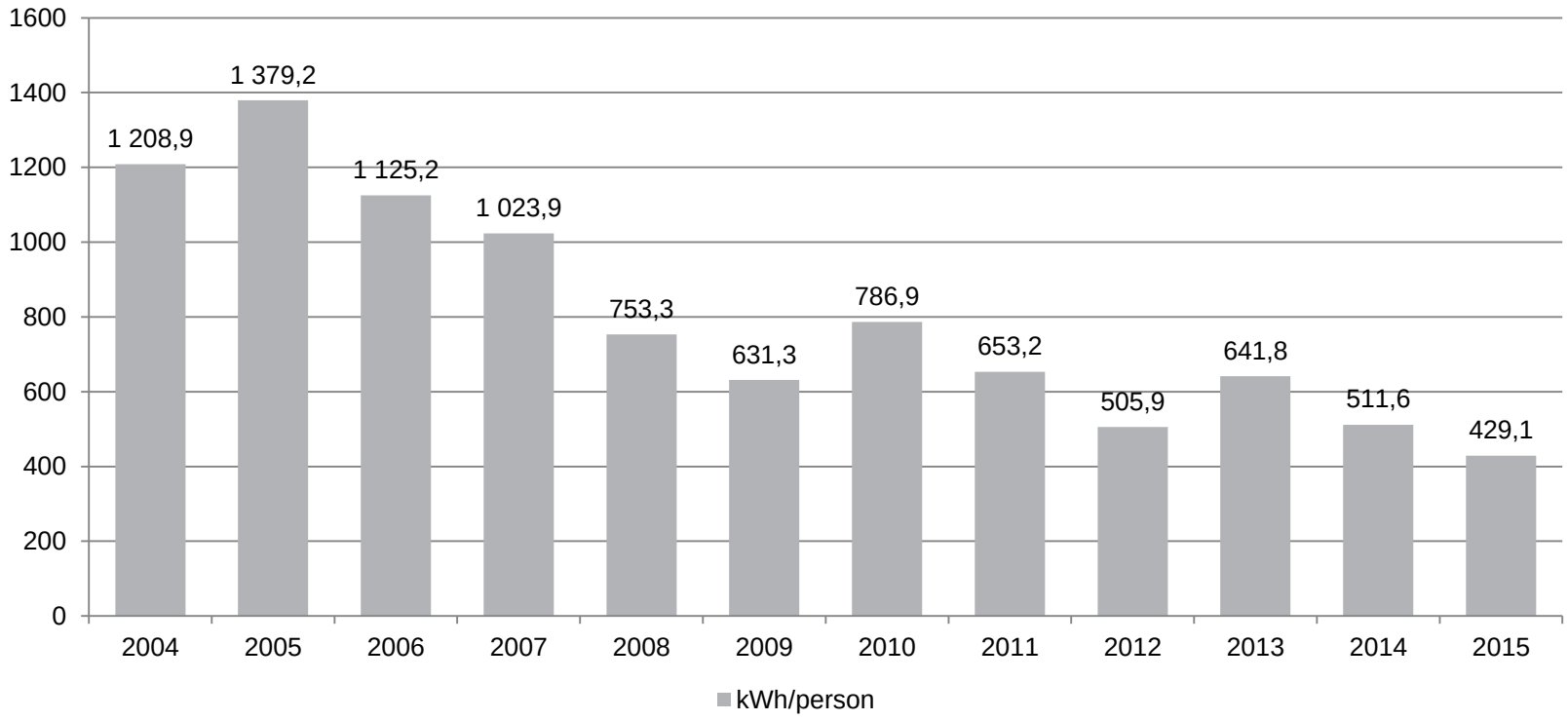
Case: WWF Finland’s office

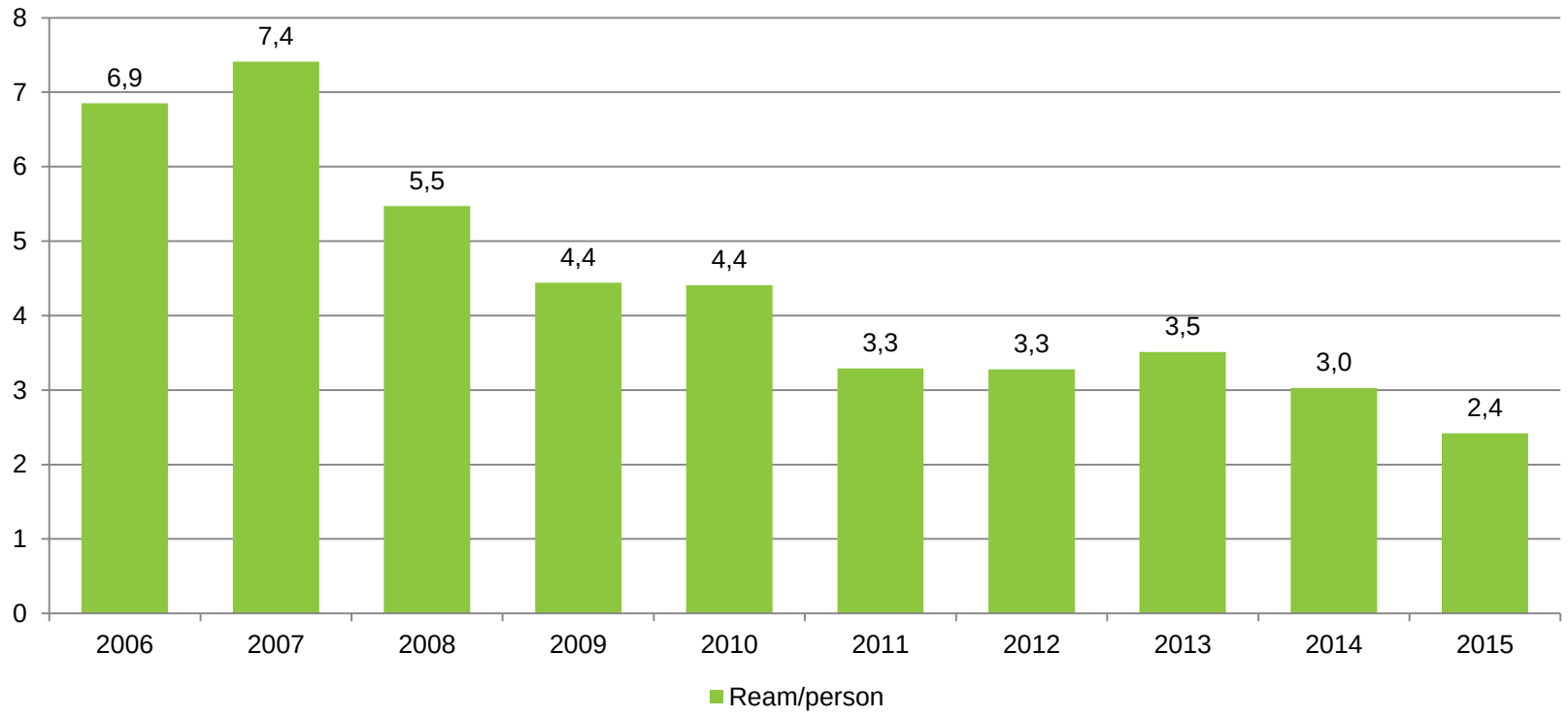
- Office in Sörnäinen Helsinki
- Around 45 employees
  - Environmental protection work in Finland and around the world, international development, environmental education, communications and marketing, fundraising, corporate relations, finance and administration
- Indicators
  - Electricity consumption
  - Paper consumption
  - Air traffic
  - Consumer Habit Questionnaire

© WWF

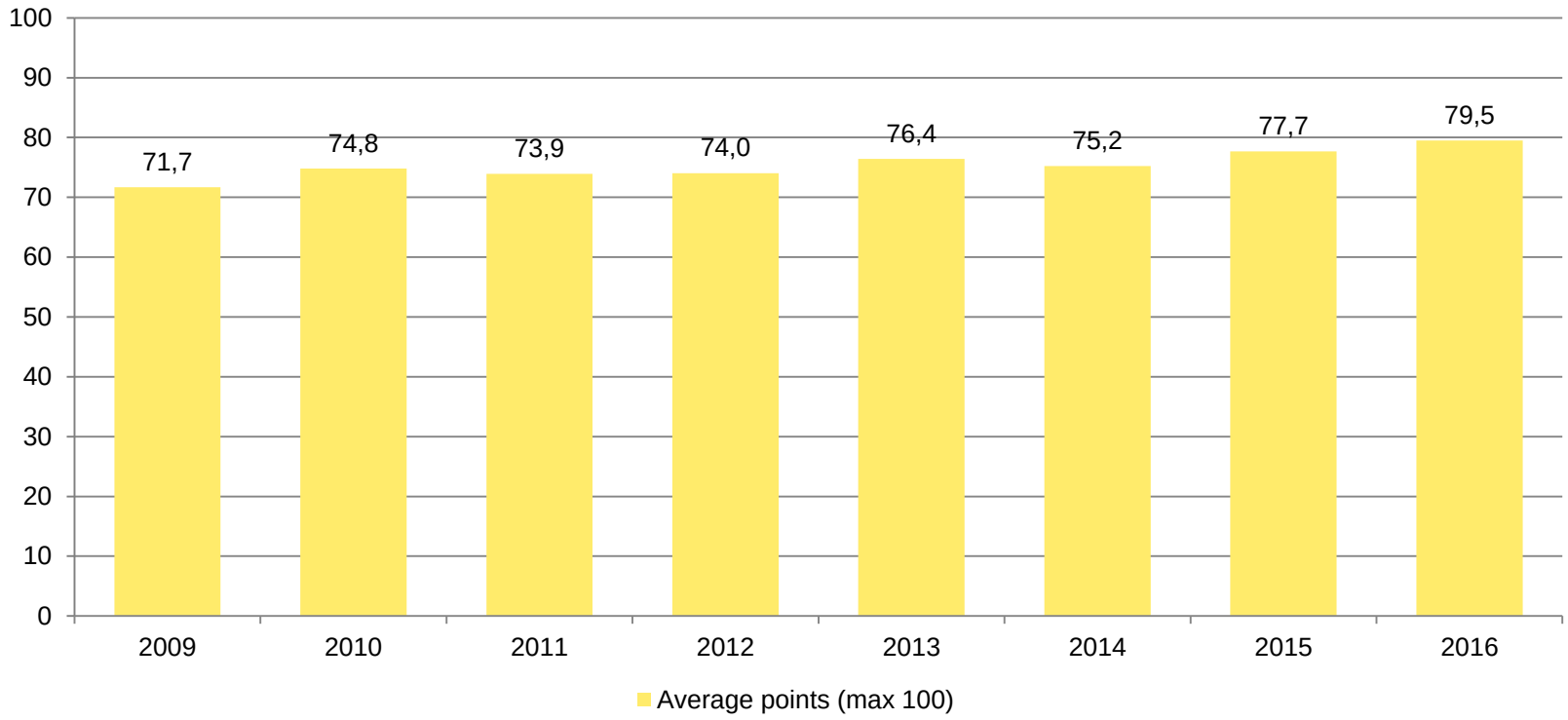
Consumption of Electricity



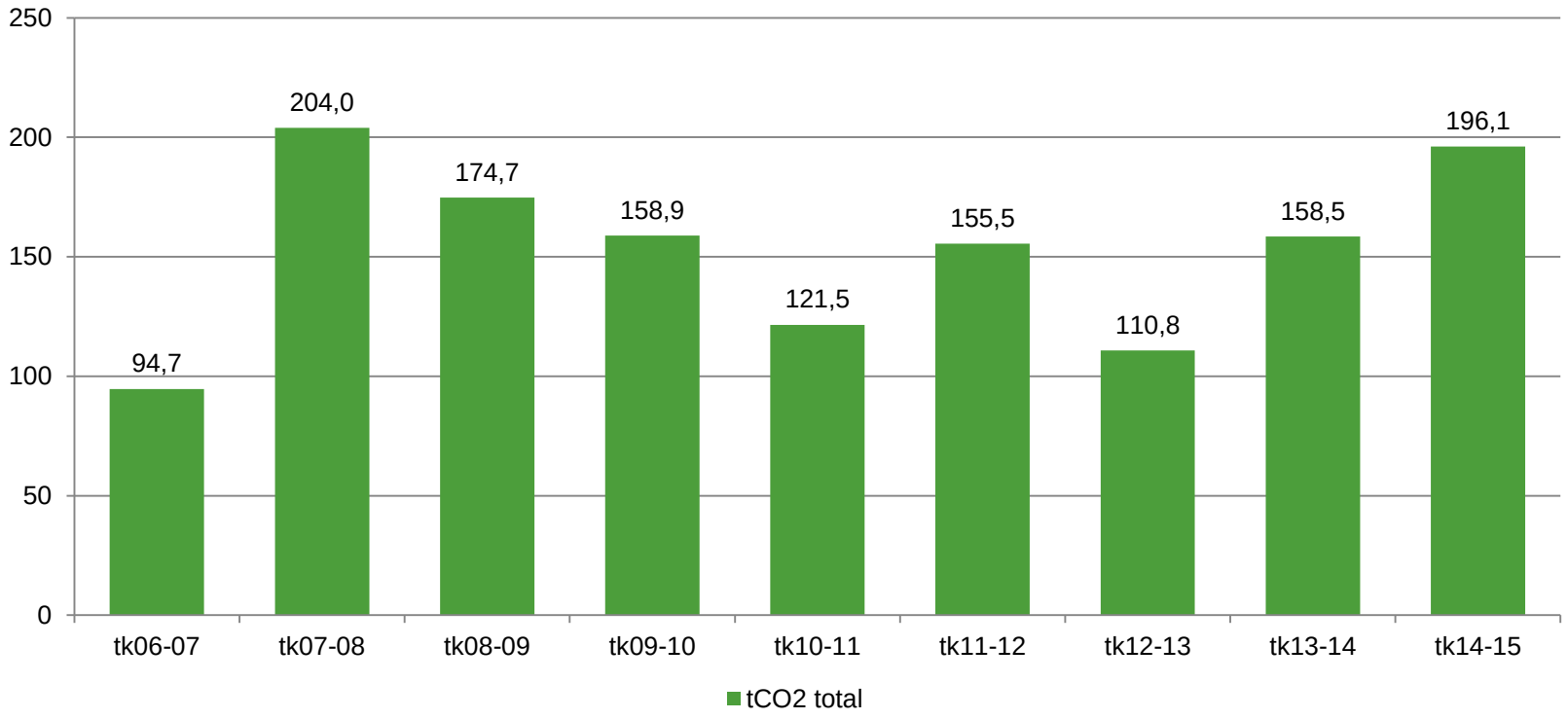
Paper Consumption



Results of Consumer Habit Questionnaire



Flight Compensations



THERE ARE ALREADY
62 000
OF US
© SUPERPRIN / SHUTTERSTOCK

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In the Network in Finland

Amer Sports Oy
Berner Oy
Dittmar & Indrenius Attorneys Ltd.
Fujitsu Finland Oy
Gullstén-Inkinen Oy
If P&C Insurance Company Ltd.
Joensuun Science Park
Leijona Catering Oy
NASDAQ OMX Helsinki Oy
Nokia Oyj
Nordea Finance Finland
PricewaterhouseCoopers Oy
TBWA Helsinki Oy
SEA LIFE Helsinki
Schneider Electric Finland Oy
Senaatti Properties
Sponda Oyj
Yleisradio Oy

In the Network in Finland

City of Lahti
Finnish Centre of Pensions
Finnish Meteorological Institute
Ministry of Education and Culture
Ministry of Finance
Ministry of the Environment
Metropolia University of Applied Sciences
Municipality Finance
National Land Survey of Finland
Tax Administration
University of Jyväskylä
University of the Arts Helsinki

Finnish Composers' Copyright Society Teosto
Finnish Student Health Service FSHS
Service Union United PAM
Trade Union of Education in Finland

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More information?

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