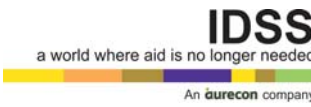




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G/6 Program Strategy/Environmental Plan					
					
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1 ACCESS Phase II Environmental Policy

This policy covers the office based operations of the Australian Community Development and Civil Society Strengthening Scheme (ACCESS) Phase II both in Bali and in the four target Provinces.

ACCESS Phase II management and staff are committed to managing all aspects of our operation in an environmentally responsible manner at all times. We care about the environment and we strongly encourage our partners and participating organisations to do the same.

To ensure that environmentally responsible behaviour is accepted as integral to our operations we specifically undertake to:

- (i) Comply with all relevant AusAID policies on the environmental, and all relevant environmental legislation both in Australia and in Indonesia;
- (ii) As far as we are able, minimise the consumption of energy, water and other material resources;
- (iii) Encourage minimising the generation of waste;
- (iv) As far as practicable, monitor and assess environmental opportunities, risks and impacts of our own activities and our grant funded activities;
- (v) Strive for continual improvement in our environmental management;
- (vi) Communicate our environmental commitment to our implementing partners, participating organisations and other stakeholders.

2 Implementing the Environmental Policy

ACCESS Phase II will implement the policy through:

- (i) Identifying our main environmental impacts
- (ii) Working to minimise or eliminate any impacts; and
- (iii) Continual review of our Environmental Management Plan and initiating improvements.

3 Environmental Impacts Register

The following outlines the list of potential environmental impacts resulting from ACCESS Phase II¹ office based operations. This list should not be seen as exhaustive, however it lists the most significant impacts resulting from ACCESS Phase II office based activities.

ACCESS Phase II will endeavour to minimise the environmental impacts of these activities as indicated in section 4 of this plan.

¹ Environmental impacts of ACCESS Phase II funded activities will be addressed separately as part of the Grant Proposals submitted by ACCESS Phase II Strategic Partners and Boundary Partners.

Activity.	Environmental Aspect	Impact
1. Energy use – ACCESS Offices (Electricity, LPG, mineral fuel)	<ul style="list-style-type: none"> • Air conditioning • Lighting Use of equipment inc appliances, computers, and other office machinery	Disturbance to the environment from: <ul style="list-style-type: none"> • extraction of fossil fuels • depletion of non-renewable resources • emissions from extraction and refining • transport of gas and fuel • emissions from generation of electricity
2. Energy use - transport. (cars, buses, aircraft, ferry)	<ul style="list-style-type: none"> • Petrol and diesel combustion in cars/buses/ferries • Fuels and other consumables used in aircraft operation 	Disturbance to environment from: <ul style="list-style-type: none"> • extraction of fossil fuels • depletion of resources • emissions from extraction and refining • emissions from transport of fuels • emissions from vehicles: greenhouse and air quality effects. • emissions related to air travel & transport to & from airports
4. Generation of waste (solid).	<ul style="list-style-type: none"> • Garbage from work activities, kitchen, toilets, etc • Discarded packaging • Paper use 	Disturbance to environment from: <ul style="list-style-type: none"> • landfill use including emissions and discharges from land fill • energy use including emissions from activities of contractors to remove waste • deforestation
5. Use of water and generation of wastewater.	<ul style="list-style-type: none"> • Water use in building: kitchen, bathrooms, and toilet. • Sewage and waste water from buildings 	Disturbance to environment from: <ul style="list-style-type: none"> • Water capture, storage and transport and associated catchment issues • waste water discharges to environment.

4 Environmental Management Plan (EMP)

ACCESS Phase II will use the following hierarchy of controls to manage environmental impacts:

- 1 **Elimination:** eliminating the source of the environmental impact, if possible.
- 2 **Substitution:** where elimination is not possible, the impact will be minimised by substituting for a safer substance/piece of equipment, where possible.
- 3 **Engineering:** where changes to the workplace or equipment can be made to reduce or eliminate the impact.
- 4 **Administration:** implementing policies and procedures to reduce impacts.

The following section outlines the controls to be used on ACCESS Phase II.

4.1 Reducing the Environmental Impact of Energy Use in the Office Buildings

- Consideration of energy efficiency in planning and undertaking any building developments (renovations or extensions)
- Consideration of energy and greenhouse gas efficiency when purchasing appliances and equipment
- Not over-cooling the offices and ensuring doors are closed in air conditioned rooms
- Turning all computer and electrical equipment off at the source and not leaving equipment on standby mode
- Use energy saving light bulbs
- Turning off lights and air-conditioning units when leaving the office
- When possible carry out energy audits to monitor energy use

4.2 Reducing the Environmental Impact of Energy Use from Transport

- Use of public transport as much as possible when travelling in the field
- Effective planning to reduce number of aeroplane trips per person
- Car-pooling during staff outings and field visits
- Consideration of energy and greenhouse efficiency when purchasing Program vehicles

4.3 Reducing the Environmental Impact of General Waste (solid)

- Encourage staff to consider the possible impacts of purchasing decisions (e.g. of food and beverages, stationery etc) on the eventual generation of waste. This could include decisions about minimal packaging and the use of recyclable containers, particularly for workshop events and large meetings
- Establish convenient systems for separation and recycling of waste in all offices
- Arrange bulk purchase of staples with minimal packaging
- Encourage use of electronic information storage and communication
- Encourage effective printing practices (double sided and 2 pages to a sheet)

4.4 Reducing the Environmental Impact of Water Consumption and Waste Water Production

- Encourage staff members not to be wasteful with water use, including no watering of cement, asphalt or paved surfaces for dust or heat prevention
- Encourage staff members not wash fats and oils down the sink or inappropriate items down toilets
- Encourage use of biodegradable cleaning products

4.5 Communication of Environmental Performance

- Encourage reporting of environmental initiatives and performance in ACCESS Phase II staff meetings
- Report on environmental initiatives and performance at annual stakeholder meetings, where appropriate
- Provide a suggestion box at ACCESS Phase II offices for staff to comment on environmental management initiatives and improvements
- Provide signage around the ACCESS Phase II offices to explain systems for reducing environmental impacts and to promote the use of these systems

- Provide an electronic copy of this Environmental Management Plan (EMP) to all staff members and ACCESS Phase II partners
- An electronic copy of this EMP to be available for download as a pdf from the ACCESS Phase II website.