



GÖTEBORGS UNIVERSITET

Action plan

Dnr F8 70/10

## Action plan for environment and sustainable development 2011-2015

Published [www.styrdokument.adm.gu.se](http://www.styrdokument.adm.gu.se) and [www.gu.se/miljo](http://www.gu.se/miljo)

Decision-maker Vice-Chancellor

Administrator Eddi Omrcen, environmental manager

Date of decision 01.11.2010

Period of validity 31.12.2015

Last revised -

Summary The action plan for environment and sustainable development indicates the overarching objectives for the University's work on sustainable development and how these are to be put into effect in the University's activities. The areas included in the action plan coincide with the University's identified significant environmental aspects, which are research, education, collaboration with the surrounding community, student participation, skills enhancement, impact on climate, consumption of resources, hazardous chemicals and environmental risks.

The faculties/equivalent have been tasked with breaking the joint objectives down into their particular activities.

Prior to the development of the "Action plan for environment and sustainable development 2011-2015", a web-based survey was conducted on the University's environmental efforts during the spring of 2010, to which 2748 employees and students responded. The proposals which emerged in the responses to the survey were taken into account when draft environmental objectives and tasks were drawn up by the Environmental Unit with the environmental coordinators of the faculties/equivalent. The action plan was then sent for comment to the faculty boards/equivalent, after which a final proposal was drawn up.



# GÖTEBORGS UNIVERSITET

## Introduction

*The strategic profile of the University of Gothenburg is to a great extent concerned with our research and education and our openness towards, and collaboration with, the surrounding community. But the part of our profile which I think has become increasingly relevant over the years is “Working for sustainable society”.*

Vice-Chancellor Pam Fredman (from the 2009 Sustainability Report)

Chapter 1 Section 5 of the Higher Education Act has established that “In the course of their operations, higher education institutions shall promote sustainable development to assure for present and future generations a sound and healthy environment, economic and social welfare, and justice”. The concept of sustainable development was first launched in the report of the Brundtland Commission, “Our Common Future” in 1987. Sustainable development was defined there as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs”. The report emphasises that the concept of sustainable development comprises the three dimensions of environmental, economic and social sustainability.

Work on the environment and sustainable development at the University of Gothenburg is influenced, in addition to the Higher Education Act, by Swedish environmental legislation and the environmental certification to ISO14001 and EMAS (Eco-Management and Audit Scheme). Since 2010 the University has also been obliged to establish an environmental management system under the Ordinance (2009:907) on environmental management in government agencies.

The University of Gothenburg has held environmental certification to ISO 14001 and EMAS since 2006, which means that we constantly improve our operations in order to reduce the negative environmental impact and strengthen positive environmental impact through research, education and collaboration with the community. It is established in the environmental policy that the University of Gothenburg is to be one of the leading universities in Europe for education and research in sustainable development and the environment.

In work on the University’s action plan for environment and sustainable development, the Vice-Chancellor is responsible for this plan being established and the environmental manager is responsible for proposals for an action plan being drawn up. The action plan gives tasks to the university-wide resources, for example the Centre for Environment and Sustainability, the University Library and departments within the Joint Administration. The Dean, or equivalent, is responsible for an action plan being prepared and adopted at faculty level/equivalent on behalf of the Vice-Chancellor, see page 3.

Prior to the preparation of the “Action plan for environment and sustainable development 2011-2015”, a web-based survey was conducted on the University’s environmental efforts in the spring of 2010, to which 2748 employees and students responded. The proposals which emerged in the responses were taken into account when draft environmental objections and tasks were drawn up. The action plan was then sent out for comment, after which a final proposal was drawn up.

*“The environment and sustainable development represent the future for all of us. The University of Gothenburg is a knowledge-based organisation, we have the task of creating knowledge and passing on knowledge, I think it goes without saying that environmental science and also environmental awareness are among the most important elements. Everyone who works here and everyone who leaves here must take environmental awareness with them, regardless of whether they will be working on environmental issues or not.”*

Vice-Chancellor Pam Fredman (from the film “The sustainable university”)

## **The Vice-Chancellor's assignment to the faculty board/equivalent in the area of environment and sustainable development**

Work on the environment and sustainable development is governed by Chapter 1 Section 5 of the Higher Education Act, the Ordinance (2009:907) on environmental management in government agencies, other applicable environmental legislation and environmental certification to ISO14001 and EMAS.

Against this background, the faculty board/equivalent is tasked as follows:

### *Task and responsibility:*

- Clarify and define tasks and responsibilities for environmental concern and environmental management.

### *Skills enhancement:*

- Ensure that each person who carries out work duties that may cause significant environmental impact has skills founded on suitable theoretical and practical education and experience.

### *Rules and operating routines:*

- Apply common rules and routines or rules and routines devised by the faculty/equivalent itself for operations that may cause environmental impact or contravention of environmental legislation.

### *Sustainable development in basic education:*

- Integrate sustainable development into education at basic and advanced level. "Sustainable development" in accordance with the definition in the Higher Education Act (see page 2).

### *Action plan for environment and sustainable development:*

- On the basis of the University's joint "Action plan for environment and sustainable development 2011-2015" prepare, implement and follow up the faculty/equivalent's own action plan for environment and sustainable development.

### *Follow-up:*

- Follow up environmental aspects and compliance with environmental legislation, and annually supply data for the University's sustainability report and reporting to the Swedish Government Offices. The faculty/equivalent must also carry out audits in accordance with the environmental audit plan, and at least one faculty management review per year.

## The areas of the action plan

The starting point for the University of Gothenburg's action plan for environment and sustainable development is the environmental policy and the significant environmental aspects, that is to say the activities and operations in the University identified as having the greatest environmental impact. The action plan is based on the environmental aspects but also includes social and economic dimensions. The University has drawn up action plans for environment and sustainable development since 2000. The most recent action plan applied to the period 2007-2010 and this action plan is applicable up to and including 2015.

The environmental objectives for the period 2011-2015 have been divided into nine aspect areas which coincide with the University's significant environmental aspects:

1. Research (page 5)
2. Education (page 6)
3. Interaction with the surrounding community (page 8)
4. Student participation (page 9)
5. Skills enhancement (page 10)
6. Impact on climate (page 11)
7. Consumption of resources (page 14)
8. Hazardous chemicals (page 17)
9. Environmental risks (page 18)

The objectives apply from the date on which they have been adopted. They are followed up annually and revised where necessary. However, the environmental objectives do not apply beyond 31.12.2015, by which time they have to have been attained.

Each of the nine areas above is structured as follows:

- **Introduction** (What has been attained in the past five years?)
- **University-wide objective** (What do we want to achieve?)
- **Tasks** (What do we do in practice?)
- **Follow-up** (How and when do we follow up results?)

The action plan is followed up in the management review, the six-monthly follow-up and the Sustainability Report. An important part of the follow-up process is the work on main indicators and reporting indicators:  
**Main indicator:** The main indicator for the work on the environmental aspect, which shows whether we are meeting our objective or not.

**Reporting indicators:** Indicators that either provide a more in-depth picture of how the work is progressing or are mandatory in reporting to the Government, EMAS or GRI (Global Reporting Initiative). For some objective areas there are more reporting indicators than are presented in the action plan. Where this is the case, it is stated under the objective area concerned.

## Objective for the area of research

The University's research in sustainable development has increased in recent years, mostly due to researchers having defined their areas of research as part of the research in sustainable development. Several funders of research have also focused their funding on the areas of sustainable development. The University has a network of around 350 researchers in sustainable development. Several faculties have identified researchers who are active in sustainable development and have used these as examples of best practice. The University Library, together with the Centre for Environment and Sustainability, has developed bibliometric methods for measuring the number of scientific articles in the area of sustainable development. An inventory by the Centre for Environment and Sustainability in 2007-2008 showed that around 30% of the university's research takes place in the area of sustainable development.

### University-wide objective

The University will increase the amount of research in sustainable development.

### Tasks

#### *Tasks for university-wide resources*

The Centre for Environment and Sustainability (GMV) is tasked with:

- Informing and encouraging researchers to apply for research funds in sustainable development;
- Strengthening contacts with research funders and monitoring announcements of research funds in sustainable development;
- Taking initiatives for and encouraging interdisciplinary research projects focused on sustainable development;
- Arranging meetings and international conferences in sustainable development;
- Twice over the period 2011-2015 conducting an inventory of and describing the research in sustainable development at the University.

The University Library is tasked with:

- Conducting bibliometric surveys in order to obtain an annual inventory of the number of published scientific articles in sustainable development. GMV compiles search terms.

The Environmental Unit is tasked with:

- Developing university-wide instruments in collaboration with GMV for the evaluation of research in sustainable development.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

#### *Main indicator*

The number of published scientific articles containing questions in the area of sustainable development. The indicator is compiled through bibliometric methods by the University Library in cooperation with GMV and the Environmental Unit.

#### *Reporting indicators*

- The number of people who undertake research with questions in the area of sustainable development. The indicator is compiled by the Environmental Unit together with GMV, following reports from the faculties.

- The number of incentive measures implemented by GMV and the faculties with the aim of attaining the objective. The indicator is compiled by the Environmental Unit, following reports from GMV and the faculties.

## Objective for the area of education

*“Everyone who leaves here must take an environmental awareness with them, regardless of whether they will be working on environmental issues or not?”* (Pam Fredman, Vice-Chancellor of the University of Gothenburg). The University has developed ecolabelling of courses and programmes in the latest five-year period. In the current situation around 30% of courses and programmes are ecolabelled, where the course leaders have reported that the course or programme addresses sustainable development or aspects of sustainable development. The University also provides a skills enhancement course for teachers and holds an annual seminar with examples of best practice. In addition, several graduate schools in sustainable development have started in the past five years, and sustainable development issues are now included in the Student Working Environment Barometer.

### University-wide objective

The University will increase the integration of sustainable development into education.

### Tasks

#### *Tasks for university-wide resources*

The Centre for Environment and Sustainability (GMV) is tasked with:

- Initiating and organising interdisciplinary graduate schools in sustainable development;
- Taking the initiative for university-wide interdisciplinary educational projects focused on sustainable development;
- Annually awarding a prize for the best thesis and best degree project in sustainable development;
- Supporting those responsible for programmes and courses in increasing the integration of sustainable development into courses and programmes, for example through meetings, skills enhancement and teacher guides.

The Student Department is tasked with:

- Including sustainable development issues in reporting to the University educational database (Gubas), and highlighting the result in course catalogues and on Internet pages on the basis of courses/programmes that mainly or partially deal with the environment and sustainable development.

The Environmental Unit is tasked with:

- Carrying out an annual information mailing to all new students on the University’s work on the environment and sustainable development;
- In collaboration with course coordinators, evaluating how ecolabelled courses are perceived by the students.

The Personnel Department is tasked with:

- Including issues relating to the environment and sustainable development in the Student Working Environment Barometer.

The University Library is tasked with:

- Conducting annual bibliometric surveys in “GUPEA student” to analyse the proportion of degree projects containing sustainable development issues. GMV compiles search terms.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University’s sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

***Main indicator***

The proportion of courses and degree programmes containing sustainable development issues out of the total number of courses and degree programmes. The indicator is reported to course coordinators and programme coordinators directly in Gubas. Compiled by the Student Department.

***Reporting indicators***

- The proportion of degree projects containing sustainable development issues out of the total number of degree projects. The indicator is compiled by bibliometric methods in “GUPEA student” by the University Library in cooperation with GMV and the Environmental Unit.
- The proportion of doctoral theses containing sustainable development issues out of the total number of doctoral theses. The indicator is compiled by GMV, together with a group of professors from different faculties/research areas.

## Objective for the area of interaction with the surrounding community

Many departments undertake their activity in close collaboration with the surrounding community and arrange and take part in a large number of activities outside the University every year. Since the University obtained ISO 14001 and EMAS certification, the number of public events linked to sustainable development has more than doubled, from 263 in 2006 to 563 in 2009. Through the Centre for Environment and Sustainability (GMV), the University runs the website Miljöportalen (the Environmental Portal), where research in sustainable development is presented as popular science. The University has a great opportunity to interact with, and influence, the surrounding community by disseminating research results and knowledge which is gathered together at the University.

### University-wide objective

The University will strengthen its interaction with the surrounding community in sustainable development. The University will offer the surrounding community an average of two public activities in sustainable development per day.

### Tasks

#### *Tasks for university-wide resources*

The Centre for Environment and Sustainability (GMV) is tasked with:

- Through Göteborg Action for Management of the Environment (GAME), holding six events annually in sustainable development;
- Conducting seminars in sustainable development, under its own auspices and in collaboration with other parties;
- Creating a forum where researchers in sustainable development can meet the media and other stakeholders;
- Being responsible for the popular science website “Miljöportalen” being kept up-to-date with new articles and for the articles being entered into the University of Gothenburg publication database (GUP).

External Relations is tasked with:

- Marketing the University’s environmental certification in printed matter and in public contexts;
- Supporting and encouraging efforts to highlight the University at external events in sustainable development;
- Supporting and encouraging efforts to increase the elements of sustainable development in the University's public events.

The Environmental Unit is tasked with:

- Collaborating with the leading universities around the world in environmental management and sustainable development;
- Collaborating and communicating with the University’s other stakeholders with the aim of increasing knowledge of the University’s work on environmental management and sustainable development;
- In collaboration with the Department for Analysis and Evaluation, ensuring the University's involvement in future “green rankings” or equivalent.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices. The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University’s sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

#### *Main indicator*

Number of public activities (lectures, seminars, TV features etc.) focusing on sustainable development. Compiled by the Environmental Unit.

#### *Reporting indicators*

- Number of mentions for the University of Gothenburg in the area of sustainable development on the subscription service Infopaq. Compiled by External Relations.

- The degree of knowledge of the University's work on sustainable development among the University's stakeholders. Compiled by the Environmental Unit.

## Objective for the area of student participation

Student participation increases the possibility of students participating in, and influencing, the University's work on sustainability. Over the past five-year period this area has developed continuously; for example, a themed day for students on sustainable development has been held annually since 2005 and has now become a well-known annual event. Student participation has previously been integrated into all objective areas but is now for the first time a separate area in the University's action plan.

### University-wide objective

The University will increase the number of activities and collaborative projects in sustainable development together with the students.

### Tasks

#### *Tasks for university-wide resources:*

The Centre for Environment and Sustainability (GMV) is tasked with:

- In collaboration with the Environmental Unit and the students' environmental organisations annually holding a themed day for students focused on sustainable development.

The Student Department is tasked with:

- Providing information on the options the students have for exchange with the business community and public activity in sustainable development
- Highlighting the work of the University of Gothenburg on sustainable development for the University's students.

The Environmental Unit is tasked with:

- Supporting student initiatives in sustainable development;
- Developing a platform/meeting place on sustainable development for students, for example a website;
- In collaboration with GMV, through shorter projects involving students in becoming "sustainability ambassadors" and in thereby informing other students about the University's work on sustainability;
- Starting a Sustainability Academy that acts as a network for alumni, the business community and the University;
- Supporting and developing the cooperation with the University's student unions and Miljöbron (the Environmental Bridge);
- Conducting student surveys measuring environmental awareness among the University's students.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### *Main indicator*

Number of activities and collaborative projects in sustainable development initiated by, and for, students at the University of Gothenburg. Compiled by the Environmental Unit

### *Reporting indicators*

- Number of students participating during the Sustainability Day. Compiled by GMV.
- Number of members of the Sustainability Academy. Compiled by the Environmental Unit.

## Objective for the area of skills enhancement

Knowledge of environmental management work is a cornerstone of efforts to incorporate environmental work into all activity. Environmental training programmes for the University's personnel have been conducted continuously since certification to ISO 14001 and EMAS was initiated in 1998. The skills needed for different categories of personnel are regularly identified and are updated annually. Basic environmental courses, themed days and tailored training programmes are arranged every year.

Between five and ten per cent of employees have participated annually in some form of skills enhancement in sustainable development since environmental management work began. In 2009 nearly 500 members of staff took part in some form of skills enhancement in sustainable development during 1500 hours of training.

### University-wide objective

The University will ensure that everyone in a managerial position with responsibility for personnel has undergone training in environmental management.

The University will ensure that 10 per cent of the total number of employees take part annually in skills enhancement in sustainable development.

### Tasks

#### *Tasks for university-wide resources*

The Environmental Unit is tasked with:

- In collaboration with the Personnel Department and other affected units in the University of Gothenburg, planning, organising and conducting suitable training programmes in environmental management for different categories of personnel, in accordance with identified needs for skills for different positions;
- In collaboration with the Property Department and the Personnel Department designing induction training in the environment, the working environment and safety for all newly employed personnel.

The Centre for Environment and Sustainability (GMV) is tasked with:

- Annually conducting seminars on "learning for sustainable development" which are aimed at the University's employees.

The Personnel Department is tasked with:

- Including issues relating to the University's work on sustainable development in the Working Environment Barometer for personnel.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### Main indicator

Proportion of people in managerial positions with responsibility for personnel who have undergone training in environmental management. Compiled by the Environmental Unit.

### Reporting indicators

- Proportion of participants per year in skills enhancement training programmes in sustainable development out of the total number of employees.
- Number of hours of staff training focused on sustainable development per year.

Compiled by the Environmental Unit.

## Objective for the area of impact on climate

The University of Gothenburg's climate strategy for 2010-2015, "We have an impact on the climate! What can we do?" was adopted in 2010 (<http://www.styrdokument.adm.gu.se/miljo/>).

The University's objective is to reduce total carbon dioxide emissions by 20 per cent by 2015 in comparison with 2008.

The Environmental Unit has been tasked by the Vice-Chancellor as follows:

### Tasks

#### *Tasks for university-wide resources*

The Environmental Unit is tasked with:

- Planning and implementing the measures identified in the climate strategy.

The climate strategy is additionally put into practice through tasks in several of the objective areas of the action plan, principally in the following two areas: "Travel on official business, travel to and from work and transport" and "Energy use".

## Travel on official business, travel to and from work and transport

During the past five-year period domestic rail travel has increased in relation to air travel, and the use of e-meeting technology has also increased. Since the University gained environmental certification, a green car pool has been introduced, while private car use on official business has decreased. A new policy on meetings and travel has been drawn up in which the emphasis is on what is known as travel-free meetings, choosing climate-friendly forms of travel and avoiding flights for journeys of less than 500 km. In 2008 the University's carbon dioxide emissions totalled 3700 tonnes.

### University-wide objective

The University will reduce carbon dioxide emissions from travel and transport by 20 per cent by 2015 compared with 2008.

### Tasks

#### *Tasks for university-wide resources*

The Personnel Department is tasked with:

- Through the Travel Group integrating environmental perspectives into the travel handbook/web page, training activity and in other relevant activity;
- In collaboration with the Environmental Unit, highlighting and implementing the University's policy on meetings and travel.

The Service Department is tasked with:

- In collaboration with IT management and IT service etc., coordinating and standardising systems, technology and resources for electronic meetings and videoconferencing for the needs of the core activity;
- Spreading knowledge among the University's staff on the use of electronic meetings and videoconferencing;
- In collaboration with the Environmental Unit developing the green car pool to cover the whole university.

The Environmental Unit is tasked with:

- Creating ways of making travel on official business, as well as travel to and from work, environmentally sound;
- In collaboration with the faculties and the Joint Administration, reviewing and improving access to cycles for use on official business;
- Developing forms of carbon offsetting for the University's air travel.

The Property Department is tasked with:

- Working towards a long-term sustainable answer to the parking issue with the aim of creating incentives for employees to choose alternative modes of transport.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance

with the assignment from the Vice-Chancellor on page 3.

### **Follow-up**

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### **Main indicator**

Carbon dioxide emissions from travel on official business per year and full-time equivalent member of staff. Compiled by the Environmental Unit.

### **Reporting indicators\***

- Total carbon dioxide emissions per full-time equivalent member of staff from:
  - Air travel below 500 km;
  - Air travel above 500 km;
  - Car travel on official business (own car, official car, hire care, leased car, taxi);
  - Rail travel;
  - Bus and coach travel (not public transport).Compiled by the Environmental Unit.
- Proportion of fuel which is renewable (calculated as litres, m<sup>3</sup> (gas), kWh (electricity) out of the total consumption of fuels for the purchased and/or leased green cars. Compiled by the Environmental Unit.
- Number of video and computer conferences per full-time equivalent member of staff and full-time equivalent student. Compiled by IT Management.

*\* There are more indicators relating to greenhouse gases from travel and transport, and these are reported by the Environmental Unit to the Government, EMAS and Global Reporting Initiative.*

## **Energy use**

During the past five-year period several energy-saving measures have been implemented, and the focus has been both on solutions and on changes of behaviour among employees and students. For example, several buildings have been converted from oil heating to district heating, energy-saving campaigns have been run, Good Environmental Choice-labelled electricity is now purchased for all the University's own electricity supply contracts and older equipment is continuously replaced by new low-energy equipment. Since 2007, energy use per square metre has decreased by 1.3%, from 237 kWh/m<sup>2</sup> in 2009.

### **University-wide objective**

The University will reduce energy use by 10 per cent per square metre by 2015 in comparison with 2008.

In 2015 the University will only use electricity and heating from renewable energy sources.

### **Tasks**

#### **Tasks for university-wide resources**

The Property Department is tasked with:

- In new construction specifying environmental requirements equivalent to Environmentally Classified Building, Gold Level;
- In all major refurbishments and extensions specifying environmental requirements equivalent to Environmentally Classified Building;
- Working towards a switch to ecolabelled district heating or other ecolabelled heating system;
- Compiling and following up that measures identified in energy declarations are implemented in the buildings the University rents;

- Endeavouring to ensure that investments/refurbishments in existing premises lead to more efficient energy use.

The Environmental Unit is tasked with:

- Carrying out energy saving projects in cooperation with the Property Department and property owners with the aim of reducing energy use in the University's premises;
- Holding an annual energy seminar.

IT Service is tasked with:

- In collaboration with IT Management and the Environmental Unit, updating "Guidelines for greener computer use" and communicating these clearly throughout the organisation;
- Clearly showing in the University of Gothenburg's e-ordering service which products fulfil particularly strict requirements for energy performance;
- Buying in new electronic equipment in accordance with the Ordinance (2009:893) on energy efficiency measures for government agencies, Section 3 measures 2 and 3.

The Procurement Unit is tasked with:

- Drawing up framework contracts with suppliers of electronic equipment who supply products which fulfil the requirements of the Ordinance (2009:893) on energy efficiency measures for government agencies, Section 3 measures 2 and 3.

### ***Tasks for faculty board/equivalent***

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### **Follow-up**

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### ***Main indicator***

Annual energy use in kWh per square metre. Compiled by the Property Department and the Environmental Unit.

### ***Reporting indicators\****

- Proportion of renewable energy out of total energy use (kWh).  
Compiled by the Property Department and the Environmental Unit.
- Annual total energy use in kWh, per full-time equivalent member of staff and full-time equivalent student and per square metre, broken down into:
  - Office and operational electricity;
  - Heating, cooling and ventilation;
  - Total.

Compiled by the Property Department and the Environmental Unit.

*\* There are more indicators relating to energy use, and these are reported by the Environmental Unit to the Government, EMAS and Global Reporting Initiative.*

## Objective for the area of resource consumption

The area of consumption of resources consists of two objective areas: Purchasing and procurement and Waste and separation.

### Purchasing and procurement

Over the past five-year period, environmental requirements have started to be set for suppliers, and in several cases also products, and these requirements are now included in all procurements conducted at the University. Discussions on how ethical requirements can be included in procurements have also started to be held in recent years. Purchasing and procurement at the University of Gothenburg totals around one billion Swedish kronor every year. Purchasers are key individuals in an organisation's sustainability work and can exert their influence on suppliers by stipulating requirements in procurements and purchases. The proportion of ecolabelled goods in the GU shop in 2009 was around 12%.

### University-wide objective

The University will also increase the proportion of purchases and procurements (measured in economic value) for which social, ethical and environmental requirements are set.

### Tasks

#### *Tasks for university-wide resources*

The Procurement Unit is tasked with:

- Including ethics and the environment as a basis for assessment in procurements and specifying environmental and ethical requirements for both the supplier and procured products;
- Setting requirements in procurements for ecolabelled/more environmentally friendly products to be highlighted by the supplier in web-based product catalogues;
- Working towards clear ecolabelling in the ordering system;
- Paying attention to environmental aspects and ethical aspects in all training courses for purchasing managers;
- In collaboration with the Environmental Unit, holding an annual themed day for personnel;
- Implementing a purchasing policy where account is taken of social, ethical and environmental aspects.

The Service Department is tasked with:

- In its restaurant activity increasing the range of organic and/or Fair Trade beverages and informing customers about these alternatives. Ensuring that at least 90 per cent of the beverages served under the auspices of the Service Department (wine, beverages with meals etc.) are organic;
- In its restaurant activity increasing the range of organic, Fair Trade or locally produced food and informing customers about these alternatives. In 2015 at least one meal per day served under the auspices of the Service Department will be organic;
- In the GU shop's range, market ecolabelled goods ahead of others and work towards at least 25 per cent of goods being ecolabelled.

External Relations is tasked with:

- Ensuring that the University's promotional products are bought in with consideration for social, ethical and environmental aspects.

The Financial Department is tasked with:

- Placing all investments in trusts and funds with consideration for social, ethical and environmental aspects.

The Environmental Unit is tasked with:

- Working towards all coffee and tea bought in at the University of Gothenburg being KRAV-labelled and Fair Trade by 2013;
- Assist in, and contribute environmental knowledge to, all framework contract procurements.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A

complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### ***Main indicator***

Total economic value of registered acquisitions (all procurements including hire contracts, leases etc. and all purchases made under existing framework contracts) with environmental and ethical requirements out of the total value of registered acquisitions. Compiled by the Procurement Unit.

### ***Reporting indicators***

- Number of framework contract procurements where environmental requirements/questions are set or asked for the suppliers' internal environmental activity, out of the total number of framework contract procurements. Compiled by the Procurement Unit.
- Proportion of framework contract procurements where environmental requirements have been set for procured goods and services. Compiled by the Procurement Unit.
- Proportion of registered acquisitions (all procurements (regardless of amount) including hire contracts, leases etc., all purchases that are made under existing framework contracts) where environmental requirements are specified out of the total number of registered acquisitions per year. Compiled by the Procurement Unit.
- Proportion of ecolabelled goods in the University of Gothenburg shop (GU-shop) range. Compiled by the Environmental Unit and the Service Department.

## **Waste and separation**

Environmental work in recent years in the area of waste and separation has resulted in improved separation of waste throughout the University. Today there is a university-wide waste plan which is updated annually and there are waste separation guides for each building. The routines for managing hazardous waste have also been developed, which represents an important improvement. The total quantity of waste in 2009 was 1500 tonnes, which is a decrease of 400 tonnes since 2007. The quantity of non-separated waste has fallen from ten per cent five years ago to virtually nothing in 2009.

### **University-wide objective:**

The University will reduce the total quantity of waste by 10 per cent by 2015 in comparison with 2009.

The University will increase the proportion of waste from which materials are recovered or which is composed by 10 per cent by 2015 in comparison with 2009.

### **Tasks**

#### ***Tasks for university-wide resources***

The Property Department is tasked with:

- Annually updating the University's waste plan;
- Ensuring that the University's waste officers, together with property owners, departments and cleaning services, endeavour to make sure that all waste that arises is separated according to the waste plan and providing information on what happens with the waste;
- Together with departments, cleaning services and property owners, work towards increasing the proportion of waste sent for recovery of materials and composted;
- Ensuring that the cleaning services unit reports wrongly separated waste to the University's waste administrator.

The Environmental Unit is tasked with:

- Conducting seminars and training courses on resource management, operational waste and hazardous waste for personnel and students for a reduced quantity of waste, increased waste separation and safe disposal of all waste.

### ***Tasks for faculty board/equivalent***

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### **Follow-up**

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

### ***Main indicator***

Total annual quantity of waste in weight, broken down into fractions. Compiled by the Property Department.

### ***Reporting indicators\****

- Annual quantity of waste in weight per full-time equivalent employee and full-time equivalent student.
- Annual quantity of hazardous waste in weight per full-time equivalent employee and full-time equivalent student.
- Number of participants in waste training courses arranged by the University.

Compiled by the Property Department and the Environmental Unit.

*\* There are more indicators relating to waste and separation, and these are reported by the Environmental Unit to the Government, EMAS and Global Reporting Initiative.*

## Objective for the area of hazardous chemicals

Since the University obtained environmental certification, the routines for, and follow-up of, the handling of chemicals in laboratory activity has improved. Work on introducing the chemicals register system KLARA began in 2004, and the system has now been fully implemented in the University's operations. The University develops environmentally sound laboratory methods which generally mean substitution of a hazardous chemical or reductions in volumes of chemicals in experiments. The total incidence of chemicals included in the PRIO database<sup>1</sup> which were present in 2009 was 1514.

### University-wide objective

The University will reduce the number of incidences of chemical products included in the PRIO databases at the University by at least 15 per cent by 2015 in comparison with the result for 2009.

### Tasks

#### *Tasks for university-wide resources*

The Environmental Unit is tasked with:

- Working towards increased phasing-out and reduced volume of hazardous chemical products in favour of less hazardous alternatives;
- In collaboration with the University's health and safety engineer, by 2012 developing a chemicals strategy for the University with the aim of phasing out hazardous chemical products;
- Actively taking part in the national substitution group for collaboration between universities and county councils on substitution of hazardous chemicals, and disseminating this knowledge within the University;
- Coordinating the University's reference group for substitutions whose task is to work towards information on substitutions being disseminated within those faculties that handle hazardous products in their operations;
- Pressing for suggestions for substitution to be entered into the KLARA system;
- Arranging a day for training and exchange of experience in the areas of substitutions of chemicals, microscale laboratory operations and other environmentally sound laboratory work for laboratory staff, teachers, purchasers of chemicals and suppliers;
- In collaboration with the University's health and safety engineer, developing a mandatory induction training course and information video for staff and students concerned.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

#### *Main indicator*

Number of incidences at the University of chemical products which are included in the PRIO database. Compiled by the Environmental Unit.

#### *Reporting indicators*

- Number of substitutions per faculty and department. Compiled by the Environmental Unit.

<sup>1</sup> [http://www.kemi.se/templates/prioframes\\_4045.aspx](http://www.kemi.se/templates/prioframes_4045.aspx)

## Objective for the area of environmental risks

There is a risk in the University of Gothenburg of various incidents in the form of accidents, fire, sabotage and emissions occurring which may adversely affect humans, animals and the environment. Environmental risks are an area which has not previously been included in the action plan for environment and sustainable development. This area was not identified as a significant environmental aspect until 2009. The University has disaster preparedness that works well and can assist the police and fire and rescue service with information if a serious incident were to occur.

### University-wide objective

The University will minimise the number of incidents that lead to adverse consequences for the environment and work towards minimising the consequences of any incidents.

### Tasks

#### *Tasks for university-wide resources*

The Property Department, head of safety and health and safety engineering are asked with:

- Informing the Environmental Unit about new activities that may pose environmental risks;
- Taking part in the University's "Environmental Risk Group" in order to coordinate and exchange information on risks and how they can be counteracted;
- Taking initiatives for exercises in emergency situations linked to environmental risks;
- Encouraging use of the KLARA chemicals management system for risk assessments;
- In collaboration with the Environmental Unit, developing a joint system for risk assessment.

The Environmental Unit is tasked with:

- In collaboration with the head of safety, the health and safety engineer and the Personnel Department, developing a joint system for incident reporting;
- In collaboration with the head of safety and the health and safety engineer developing a joint system for incident reporting;
- Entering all incidents in the area of environmental risks into a case management system;
- Taking part in the University's "Environmental Risk Group" in order to coordinate and exchange information on risks and how they can be counteracted;
- Every two years convening a working group to conduct an environmental risks analysis;
- In collaboration with the safety manager and health and safety engineer, arranging training courses on risk assessment and/or risk management for teachers and laboratory personnel who work in areas with a high environmental risk.

#### *Tasks for faculty board/equivalent*

The faculty/equivalent breaks the overall objective down into relevant objectives for its activity, in accordance with the assignment from the Vice-Chancellor on page 3.

### Follow-up

A simpler follow-up of how well we are fulfilling objectives and tasks is conducted annually in August. A complete follow-up is done at the end of each year and results in a joint sustainability report which provides the basis for reporting according to EMAS and GRI. The results are additionally fed back to the Swedish Government Offices.

The faculties/equivalent follow up their own objectives and action plans, and assist with data for input into the University's sustainability report. See also routines in the environmental manual ([www.mls.adm.gu.se/miljoarbete](http://www.mls.adm.gu.se/miljoarbete)) on the follow-up process.

#### *Main indicator*

- The number of incidents that have occurred with adverse consequences for the environment. Compiled by the Environmental Unit.

#### *Reporting indicators*

- The number of activities performed with the aim of reducing the occurrence of incidents have adverse consequences for the environment. Compiled by the Environmental Unit.