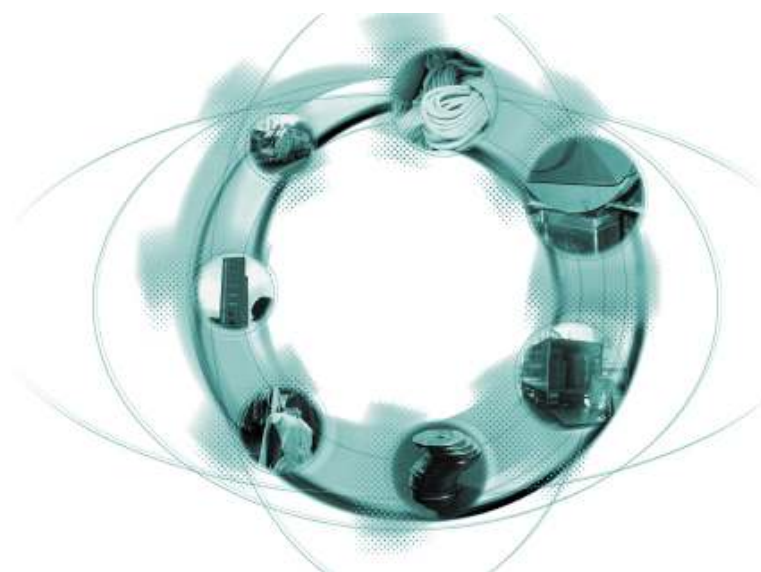


**Inspiring, credible and result oriented!**



**Environmental report 2006**



GRIPs environmental work 2006 - 2007 .....	3
Joint indicators for all projects in GRIP .....	4
Miljøfyrtårn certification and work environment in GRIP .....	4
Work environment .....	4
Miljøfyrtårn certification and ISO 14001 – GRIPs internal environmental work.....	5
Waste.....	5
Eco-effective communication.....	6
Energy .....	6
Procurement .....	7
Release of hazardous chemicals.....	7
Travel.....	7
GRIP's climate emissions inventory .....	8
ISO 14001 – projects on commission from governments and enterprises (indirect environmental effect) .....	10
Indicators and success criteria .....	10
Public Procurement .....	10
Tourism .....	12
GRIP future.....	12
GRIPs organisation in 2006 .....	13

## GRIPs environmental work 2006 - 2007

GRIP was certified as ISO 14001 compliant and as a "Miljøfyrtårn" (Norwegian Environmental Lighthouse) in June 2001 and was EMAS registered in June 2002. We were recertified in 2004 as both ISO 14001 and Miljøfyrtårn compliant. GRIP has in 2006 followed up activities related to Miljøfyrtårn, ISO 14001 and EMAS.

GRIPs environmental declaration is: We will live as we teach and be a leading light with respect to the environment, safety, social responsibility and ethics.

This environmental report is about GRIP's environmental work in relation to the requirements in the above mentioned certifications and registrations. The report's description of the working environment has not been audited by our auditors, the National Institute of Technology – Certification.

This report describes both the direct and indirect influence that GRIP has on the environment. GRIP's activities have a significant net positive effect on the environment. The indirect and positive environmental impact of our projects in public and private enterprises is far greater than our direct environmental impact. In this report, we first describe GRIP's environmental lighthouse certification and our work environment and thereafter GRIP's direct environmental influence and the activities linked to Miljøfyrtårn and ISO 14001 certification. Finally, this report will discuss GRIP's indirect environmental influence, as our work with projects in both the public and private sector is also included in our ISO 14001 certificate.

There has been great progress in GRIP's environmental work. We have noticed that our work with waste and energy has proven to be very effective. However, if we are to be even more environmentally efficient, we must take an even more radical approach. We have therefore specifically focused on the link between travel and the use of technology like web meetings etc. GRIP's transition from mainly working with reports and tools, to focused and practical activities with public and private enterprises all over Norway, has been a great challenge in relation to our environmental work. If we had not been so conscious about the use of ICT instead of air travel and other means of transport, we would have had both higher CO2 emissions as well as lower efficiency. By reducing our travelling, we save time/money and the environment.

We are pleased that we have managed to change our way of working to be more external and outreaching towards the public and private sectors without much increase in our direct environmental load. The conclusion is that GRIP as an organisation is more environmentally effective because we accomplish projects in different enterprises with considerable environmental improvements as a result.

This development can be illustrated by the fact that we carried out 81 consulting projects for businesses in 2006 as opposed to 20 in 2005. In addition we accomplished 43 projects for governments and other contractors both nationally and internationally.

The table below summarises our goals and achieved results.

## Joint indicators for all projects in GRIP

Activity	Indicators	2005	Public Procurement/ Environmental Management		Travel		Total 2006	
		Total result	Goal	Achieved	Goal	Achieved	Goal	Achieved
Lectures, courses, seminars	Number of activities	66	60	65	20	20	80	85
	Number of participants	2 177	2000	2 650	500	990	2500	3 640
Consulting	Number of commissions	20	50	72	10	9	60	81
Use of internet	Number of hits	3 281 924		3 450 880		500 120		3 951 000
	Amount of visitors	387 733		460 056		81 944		542 000
Publicity	Number of media references	375	300	296	50	51	350	347

The areas that achieved the largest number of media references were car procurement and ecotourism. Most of the references were in professional media, but we were also cited in Aftenposten, Dagens Næringsliv, VG and Dagbladet as well as Finansavisen, Dagsavisen, Stavanger Aftenblad, Økonomisk Rapport and NRK Dagsrevyen.

## Miljøfyrtårn certification and the work environment in GRIP

The intention of Miljøfyrtårn is to raise the environmental effort in small and medium sized enterprises. Certified businesses fulfil defined requirements within their line of business. Miljøfyrtårn is a Norwegian public certificate and is supported and recommended by the Norwegian Ministry of the Environment. GRIP leads the steering group for the project that established Miljøfyrtårn as a foundation.

Miljøfyrtårn certification includes certification of the work environment.

Work environment				
	2004	2005	2006	2007
Sick leave percentage	2,9%	6%	2,9%	

GRIP had by the end of 2006 21 employees, 14 women and 7 men, one employee more than in 2005.

GRIP aims to increase the number of male employees and will continue in 2007 to aim for equality between men and women, including professional and salary based equality. We base our recruiting strategy mainly on qualifications. For the past couple of years we have tried to recruit more men and emphasised this aspect if two candidates have equal professional qualifications.

GRIP has signed the “Agreement on a More Inclusive Work Environment” and is following it up. The agreement defines how businesses and the authorities should collaborate in order to achieve an inclusive work environment. GRIP is a member of the company health service at Norsk Legesenter AS. GRIP pays extra benefits to employees who walk or cycle to work, as well as subsidising access to physical training facilities.

GRIPs employees can work from home if this is compatible with the type of work carried out and the work situation in general. By formalising the possibility of working from home, GRIP is contributing to a reduction in the environmental load caused by commuting. For the employees it means saving time travelling to and from work.

GRIP is concerned about the acquisition and development of competence by our employees. We are therefore interested in our projects leading to increased competence and employment in Norway. We see that this is increasingly the case. One example of this is that, so far, three new businesses have been established by previous GRIP employees.

## Miljøfyrtårn certification and ISO 14001 – GRIPs internal environmental work

<b>Waste</b>				
		<b>2004</b>	<b>2005</b>	<b>2006</b>
<b>A. Sorted waste (Recycling of materials)</b>				
Cardboard and paper (loose in container)	kg	1 512	1 638	1 865
Food waste	kg	176	151	202
<b>Total sorted waste</b>	kg	<b>1 688</b>	<b>1 789</b>	<b>2 067</b>
<b>B. Waste for energy recycling (Remainder/unsorted waste)</b>				
Remainder/unsorted waste incl. plastic packaging	kg	454	327	403
<b>Total waste</b>	kg	<b>2 142</b>	<b>2 116</b>	<b>2 470</b>
<b>Percentage sorted</b> (sorted waste / total waste)	%	<b>79%</b>	<b>85%</b>	<b>84%</b>
<b>Percentage waste to energy recycling</b> (waste to energy recycling / total waste)	%	<b>21%</b>	<b>15%</b>	<b>16%</b>

GRIP has introduced procedures for waste minimization that all employees are obliged to follow. The principles in the procedures are that we work to stop waste arising by:

- Choosing solutions and products that are long lasting.
- Demanding products produced with recycled materials.
- Demanding products that can be dismantled and components recycled.
- Avoiding disposable products when choosing alternative products.
- Preferring electronic presentations, and the internet.

The main reason for our increase in waste is an increase in employees and tenants.

We had 0.7 kg of organic waste per man-month and 1.8 kg unsorted waste per man-month in 2004. In 2005 we were determined to reduce the amount of waste and succeeded in a

reduction to 0.6 kg organic waste per man-month and the amount of unsorted waste was reduced to 1.3 kg per man-labour year per month.

In 2006 we had an increase in waste volumes again, to 0.8 kg organic waste per man- month and 1.6 kg unsorted waste per man- month. The increase is mainly due to a boom in meetings and courses located in our premises where food was also served.

There was an increase in paper waste per man-month from 6.0 to 6.5 kg in 2004 and 2005. The numbers for the previous years were 7 kg, 7 kg and 8.2 kg in 2001. The increase in 2005 was due to an extensive cleaning up of our premises resulting in a lot of old documents, prints etc being thrown out.

In 2006 the paper waste was 7.4 kg per man-month. This increase is also due to an increase in activities in our premises like meetings and courses.

In 2006 the amount of copy paper sheets per man-month was 446. The reduction in the use of copy paper is due to an increase in e-mails and a conscious decision in our employees to avoid unnecessary printouts and reading more on our PC screens. GRIP's policy to use lap tops and mobile phones is to ensure that our employees can work wherever they are located and this has also reduced the need for paper.

GRIPs direct costs<sup>1</sup> for handling waste were NOK 18 877 in 2005. In 2006 the costs were NOK 25 575.

### **Eco-effective communication**

GRIP has established an eco-effective infrastructure for communication. We use the internet and e-mail and arrange phone conferences and web meetings whenever possible.

During the process of production of information material there is a high risk of environmental load due to paper consumption and the use of chemicals during the printing process.

During the past five years the quantity of printed matter has been strongly reduced.

GRIP uses eco-labelled paper (usually 100% recycled) in the production of information material. Since 2000 GRIP has demanded that the print shops and design companies are environmentally conscious. All print shops we use, deliver eco-labelled printed matter.

### **Energy**

	<b>2004</b>	<b>2005</b>	<b>2006</b>
Electrical (kWh)	22911	21735	22995

On the 1st April 2001 GRIP moved into their premises in Folketeaterbygningen (People's Theatre Building). These premises demonstrate how existing buildings can satisfy the future requirements of both environmental and cost efficiency.

The premises have simple and energy saving solutions for the ventilation system. We have opened the office landscape, mounted dampers on the existing air inlets in the exterior wall as well as a powerful extractor fan on the 8<sup>th</sup> floor. This sucks the air up from the 7<sup>th</sup> floor through the stair well and out over the roof. The resulting low pressure draws air in through the inlets in the outside wall, without needing fans. The dampers and extractor fan are controlled automatically so as to guarantee the air quality at all times. In addition to the

<sup>1</sup> 1 NOK = ca. € 0.12

requirements for an energy effective ventilation system, we have focused on good insulation and lighting control in the offices to optimise energy usage. The building has a flexible heating system (water born central heating).

We have also chosen paint that is long lasting and requires little maintenance, as this is important both economically and ecologically. Efficient use of floor space and flexibility have been important parameters, so that we manage with 23 sq. m. per employee, which is 40% less than the average for office buildings today and at the same level as modern offices that focus consciously on this aspect.

GRIP minimises the environmental load due to energy usage by using hot water from the waste incineration plant for heating and reducing electricity consumption. In our daily usage of technical equipment we aim to minimise electricity consumption.

We focus on energy saving by introducing procedures that ensure that there are measures available to employees for reducing energy consumption. In 2006, electricity consumption was 1091 KWh/man-year, as opposed to 1 035 KWh in 2005 and 1 095 KWh in 2004. The increase was caused by the need to supplement the water based heating with electricity based heating in 2006.

## **Procurement**

GRIP has developed routines and procedures for selecting suppliers of goods and services, which will ensure that all our purchases are compatible with our environmental strategy. Important aspects to consider are Life Cycle Costs (LCC), quality, environmental characteristics and ethics.

Procurement policy and environmental requirements to subcontractors: GRIP shall demand environmental information on procurement. GRIP shall also apply environmental requirements to suppliers of goods and services. Eco-labelled products and recycled materials shall be preferred.

GRIP will make a point of reducing the environmental load of transportation in the delivering of the goods that we purchase.

Supply chain development: We work systematically with our own suppliers and have only used ISO certified contractors of office supplies and paper. We have also noticed that the suppliers we use are competitive on price.

We give our contractors and other contacts relevant feedback, e.g. how goods are packaged. Such feedback is usually very well received.

## **Release of hazardous chemicals**

There is little risk of such emissions in connection with GRIPs activity. Chemicals are used mostly in cleaning and daily maintenance as well as office supplies, paper and other equipment that contain chemicals.

We integrate environmental concerns in the cleaning and maintenance of our offices. GRIP's cleaning contractor is ISO-14001 certified.

## **Travel**

All GRIPs conferences and meetings are assessed as to the environmental load related to the transport needs. In our invitations for our arrangements we inform participants of the possibilities for public transport.

Policy for commuting (home-work): GRIP has developed procedures to achieve a reduction in the environmental load due to travel. This includes travelling to and from work, travel in connection with participation at meetings and travel in connection with GRIPs own arrangements.

GRIP encourages all employees to use train/bus/boat instead of air transport where this is possible without too much inconvenience. GRIP also encourages the use of phone conferences and web meetings.

The remaining measures were:

1. Rules that encourage the use of public transportation or cycling/walking in connection with commuting for GRIPs employees.
2. Rules for travelling that stimulate the use of public transport in connection with travel during working hours for GRIPs employees or their subcontractors.
3. Developing a reporting system that gives an account of GRIPs environmental load in connection with travel.

In 2006, 76 % of GRIPs employees travelled to and from work by public transport. 24 % walked or cycled and no one drove by car. This is a trend that has strengthened over the years. The numbers for 2005 are 93 %, 6 % and 1 %. In 2004, 89 % went by public transport, 10 % walked/cycled and 1 % went by car. The reason for the reduction in driving is that GRIP has no free parking and that incentives are paid to employees who walk, cycle or use public transport.

Travels during working hours as % of km are shared as follows: 88 % air travel, 8 % by train, 3 % by car and 1 % by bus. Corresponding numbers for 2005 are as follows: 84 % by air travel, 7 % by train, 7 % by car and 2 % by bus. In 2001 the numbers were 62 % by air travel, 30 % by train, 7 % by car and 1 % by bus. The transition from train to air travel is a consequence of a conscious and coordinated development that matches our goals and strategy. We now work with enterprises all over Norway. Our goal is to reach our customers wherever they are. GRIP will also collaborate internationally.

GRIP is conscious of and engaged in living as we teach and serving as an example to others. One example is GRIP's travel policy that has been copied by other organisations like the Norwegian State Housing Bank (Husbanken).

## GRIP's climate emissions inventory

CO2 emissions inventory					
Source	Quantity		Source	Factor	Result
Petrol vehicles	0	litre (p.a.)	CO2 emissions per litre (kilde: SFT):	2.316	0.0
	2 166	kilometres (p.a.)			
	1.00	litres/10 km (average)			
	1	car			0.5
Air travel	78	Flying hours (total)	Fuel consumption per seat hour: (Source: The Norwegian	30	5.9
			Norwegian		

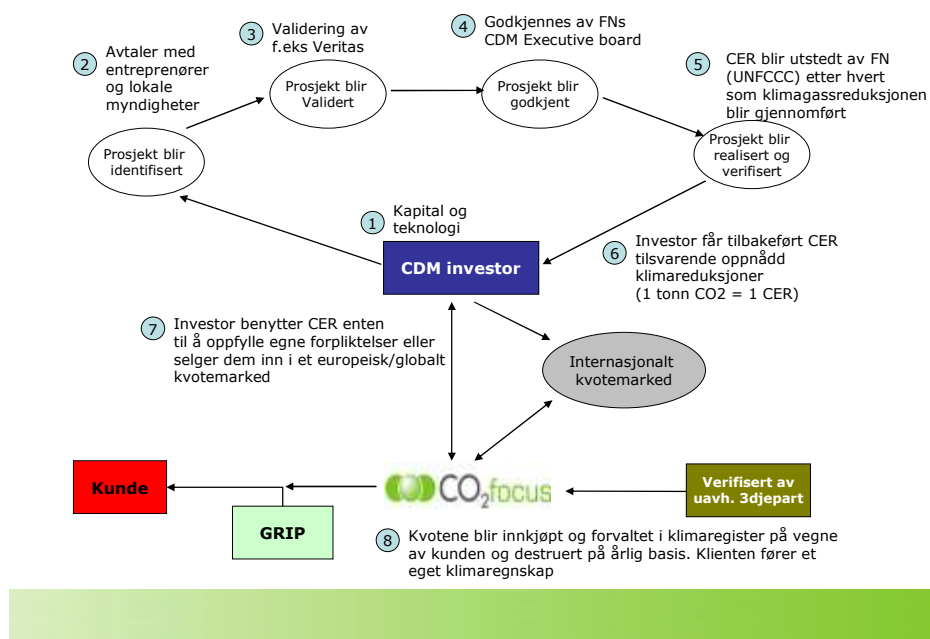
			Commission on Low Emissions)		
Building and heating					
Electricity consumption		KWh (p.a.)	CO2 emissions per KWh:	0.096	<b>0.0</b>
			(Source: Nordel 2004-05)		
	810	m2 (heated area)	kWh per m2/år office buildings:	234	<b>18.3</b>
			(Source: Enova)		
Sum tonnes CO2-emissions					<b>24.7</b>
<b>Estimated costs for climate offsets</b>		NOK			<b>3 704</b>
Based on an estimated cost per tonne offset		NOK/tCO2			<b>150</b>

The inventory shows that the total CO2 emissions are 24.7 tonnes, or 1.2 tonnes per employee on average. The estimated cost of offsetting these emissions is NOK 3 704 based on an estimated price of NOK 150 per offset tonne.

In our climate work we have adhered to the following process:

- Climate “pledge”: management decides to go for it.
- Climate inventory: to have a general view of the effect the business has on the climate.
- Climate focus: to give a preference to the most important business areas and process in this context.
- Climate effort: to develop and implement corrective efforts.
- Climate compensation: to perhaps buy quality assured CO2 offsets in line with the following illustration.

## Den grønne utviklingsmekanismen (CDM) og vår rolle



GRIP has relatively low CO<sub>2</sub> emissions in its own organisation. Our largest emissions are related to air travel. CO<sub>2</sub> emissions due to air travel would have been much higher if the number of videoconferences had not increased as the following overview demonstrates:

	2004	2005	2006
Number of web meetings and phone conferences	10	11	89

## ISO 14001 – projects on commission from governments and enterprises (indirect environmental effect)

GRIPs work has a significant positive environmental effect. The positive and indirect environmental effects our work with projects in both the private and public sector has, is far greater than the direct environmental effect earlier mentioned in this report.

### Indicators and success criteria

GRIP has developed a set of indicators to measure the effects of working with procurement and travel. The indicators will be used in the years to come to register and measure the environmental effects of the projects.

#### Public Procurement

		2005	2006	Method of measurement
Environmental requirements applied when procuring	Number of organisations	22%	30%	EU-survey, random sample
Car purchasing	Number of organisations in the project that apply environmental demands	5	7	GRIP project

	Number of "eco-friendly" cars bought by these organisations	965	1 375	GRIP project
Eco Drive	Number of people trained	60	60	Figures from govt. approved driving schools
ICT-procurement	Number of organisations	47%	40%	Ecolabelling Norway
	Life time for PCs	4,1 years	4 years	EU-survey, random sample
Web meetings	Number of organisations	9%	9%	EU-survey, random sample
Commercial buildings	Number of organisations	30%	35%	EU-survey, random sample
	Requirements in inv. o tender	38%	40%	Ecolabelling Norway
Rental contracts	Number of rental contracts	31%	30%	EU-survey, random sample
Paper and print	Number of printers	6%	15%	Own survey
	Number of publications	50%	60%	Own survey
	Proportion of eco-labelled paper	65%	80%	Own survey
	Proportion of recycled paper	10%	20%	Own survey
	Proportion of eco-labelled envelopes	55%	60%	Own survey
	Proportion of recycled envelopes	5%	10%	Own survey
Textiles	Number of organisations	17%	25%	EU-survey, random sample
	Requirements in invitation to tender	42%	45%	Stiftelsen Miljømerking

Several of the numbers are based on random samples from the Doffin database (these are marked with *EU-survey, random sample*). These numbers must therefore be judged on the fact that they are random samples. We will in 2007 implement a full status survey on public procurement in order to obtain sufficient data. This survey will be implemented every second year (both phone interviewing and auditing the requirements in the invitations to tender). If the EU carries out more surveys on procurement we would like to participate in these.

The status for vehicles is based on numbers from GRIP's vehicle procurement project. The number of enterprises in the project that have included environmental requirements in 2006 is 7 (Oslo commune, Asker commune, Forsvaret, Statens Bilutvalg, Posten, Hertz, Europcar). Oslo commune, Asker commune, Statens Bilutvalg and Posten have in 2006 bought 1.375 environmentally friendly cars. GRIP has estimated that the municipal fleet of cars consists of 9.000 cars. If all Norwegian municipalities were to include environmental requirements, as much as 17.000 tons of CO<sub>2</sub> could be saved.

There were, in 2006, only 60 individuals registered as having taken an eco-drive training course. Our hypothesis is that this is due to a good market for driving schools combined with low awareness from organisations as to the benefits of such training. Reports show that the economic benefits for organisations that have sent employees on eco-drive courses is about 13% of the car operations costs.

The 2006 status for ICT procurement is based on an analysis of 98 IFTs in December 2006 carried out by Ecolabelling Norway. 33 organisations did not reply, so these were not included in the status report. If other environmental factors like environmental certification of the organisation are included, the figure would have been 66%. But since such factors do not affect the equipment itself, we think that the figure of 40 % gives a more realistic picture of the situation. We see then that the status is lower than it was in 2005, when the EU survey registered that 47% of organisations included environmental procurement requirements. We assume that this is due to the two surveys being very different and that the reply percentage is much higher for the 2006 survey.

## Tourism

		2005	2006	Measurement method
<b>Ecotourism</b>	Number of enterprises	100	130 <sup>2</sup>	GRIPs project
<b>Destination development</b>	Number of networks	0	1	GRIPs project
<b>Green Hotels</b>	Number of enterprises	62	85	GRIPs project

A Norwegian ecotourism network has been established. By the end of 2006, 130 businesses had joined.

The environmental handbook that was made when the Øya music festival was established is now used by most festivals. This is a good example of successful outreach of GRIP tools (also available in English).

## GRIP future

GRIP's HSE- and EMS-system is well implemented and in continuous development. In GRIP, we will in 2007 work to achieve the following goals:

**Eco-effective new offices and as far as possible paper-free office:** During 2007 we will move into new offices in Dronningens street. We are interested in ensuring that this office will be as eco-effective as possible and are collaborating with the property owner in order to achieve this.

GRIP uses only mobile phones and portable PCs. This should promote eco-effectiveness, amongst others by reducing the need for paper.

**Transport and ICT:** Continue the existing travel compensation. Increase the use of nett-meetings and Skype.

**Projects for public and private organisations:** Improve work with indicators, collect more examples and concrete figures for achieved environmental effects.

**Work environment measures:** Follow up the survey of the work environment, carry out the move in a good and resource efficient fashion.

The next environmental report will be presented in May 2008.

Environmental auditor for direct and indirect environmental effects: the National Institute of Technology – Certification, accreditation nr. NO-V-0005, 27.08.07.

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<sup>2</sup> The status figures are for the number of tourism businesses. In addition, high schools, destinations and other organisations participate in the network.

## GRIPs organisation in 2006

