
Environment Management Policy

ENVIRONMENT STATEMENT

The Department aims to minimise the use of non-renewable resources by reducing its consumption of energy and goods and reducing its generation of waste. A significant means by which this is to be achieved is through purchasing energy saving devices and office equipment and using recycled paper and other office products.

The Department:

- is committed to operating in an ecologically sustainable manner by reducing waste and the use of energy and resources;
- will use the minimum natural resources and make the best use of them, reducing consumption and eliminating waste;
- will identify, implement and promote best practice environmental management systems and operations;
- will comply with ACT Government environmental policies and initiatives and relevant Commonwealth and Territory environment legislation;
- will provide an environmentally sound workplace and implement environmentally sound work practices;
- will work closely with its employees, contractors, suppliers, clients and the community to develop and implement agreed environmental initiatives;
- will develop a monitoring program to assess its environmental performance; and
- will communicate its ecologically sustainable development through its annual report and implement a process of continuous improvement.

Identified Environmental Activities and Aspects

The following table is a summary of departmental activities and environmental aspects that have been identified.

Table 1: Identified Environmental Activities and Aspects

Activity	Aspect
Administrative work	<ul style="list-style-type: none"> • Consumption of goods • Consumption of energy (eg electrical equipment and facilities) • Generation of waste (eg paper)
Purchasing	<ul style="list-style-type: none"> • Generation of waste (eg packaging)
Climate Control	<ul style="list-style-type: none"> • Consumption of energy • Generation of noise • Air conditioner use
Use of Amenities (eg kitchens and bathrooms)	<ul style="list-style-type: none"> • <i>Consumption of energy</i> • Consumption of water • Generation of waste (eg paper towelling, bottles and cans, food scraps) • Refrigerator use
Cleaning of offices and vehicles	<ul style="list-style-type: none"> • Storage, use and release of chemicals • Consumption of water
Transport (Fleet vehicles / staff travel)	<ul style="list-style-type: none"> • Consumption of energy • Consumption of goods (eg oil) • Generation of waste (eg oil) • Exhaust emission • Use of dangerous goods (eg batteries) • Generation of traffic • Generation of noise
Fit-out of new premises	<ul style="list-style-type: none"> • Consumption of goods (eg building material, office furniture)

Environmental Objectives and Targets

The Department of Disability, Housing and Community Services Environment Statement states ‘*The Department is committed to operating in an ecologically sustainable manner by reducing waste and the use of energy and resources*’. The Department’s objectives and targets have been set to meet these Environment Statement requirements and the Department has identified the activities that have the most significant environmental impacts.

Table 2: Environmental Objectives and Targets

Aspect	Impact	Objective	Target	Actions
Consumption of energy	Release of greenhouse gases, Consumption of natural resources	To reduce energy consumption	To comply with the ACT Government’s energy policies and initiatives	<ul style="list-style-type: none"> • Develop purchasing guidelines for electrical equipment • Pursue energy audits for buildings that have not been audited • Investigate whether annual energy consumption and intensity of energy use has been assessed • Investigate purchase of green power
Consumption of goods	Conservation of natural resources	To reduce the consumption of goods	Raise awareness of environmental issues relating to purchasing amongst buyers and users of goods and services	<ul style="list-style-type: none"> • Develop environmental guidelines on waste avoidance • Distribute waste avoidance guidelines to users of goods • Develop purchasing guidelines • Distribute purchasing guidelines to purchasing officers
Generation of waste	Consumption of space for disposal	To reduce the amount of waste going to landfill	Recycle 100% of toner cartridges, fine paper, cardboard, bottles, cans and organic waste	<ul style="list-style-type: none"> • Investigate collectors and buyers • Provide collection bins • Provide storage bins • Inform staff of arrangements