



Global Warming, Water Quality, Air Pollution and Landfill and not typically on the 'to-do list' for most office environments; however our decisions at work affect these issues substantially.

EcoSmart Office Program

The EcoSmart Office Program has been developed by the new innovating Australian company EcoSmart Programs Pty Ltd to meet the challenge facing all organisations to reduce their impact on the environment through their day to day activities.

Integrating State, National and International best practice, the EcoSmart Office program combines information into one program providing your organisation with the tools and techniques to make your office 'eco smart'; increasing efficiencies, reducing costs and helping to save the environment.

"The program assists your employees understand that by making small and slightly different decisions each day, they will be able to have a huge impact on the costs of running your business and the sustainability of our society."

The EcoSmart Office program doesn't just address one area such as energy or water, the program takes a holistic approach addressing the water, energy, travel usage and waste generated in operating your office.

Program Design

The EcoSmart Office program has been designed to be easily accessible and a highly visible way your business can enter the sustainability agenda.



There are many advantages:

Social

- Increased employee productivity and morale.
- Demonstrates your organisation's commitment to corporate social responsibility.
- Demonstrates to customers, shareholders and the community your company is doing its bit and addressing its ecological impact.

Environment

- Reduces greenhouse gas emissions.
- Increase your organisations environmental efficiency.
- Decrease waste associated with business activities

Economic

- Saves organisations money.
- Provides a 'tick' for addressing sustainability in your organisation.
- The program provides a cost effective way to meet obligations to reduce Greenhouse Gas Emissions and increased efficiencies.

The EcoSmart Office is highly visual - providing a strong social message to suppliers, shareholders and competitors that your organisation is certainly *doing its bit!*

Implementation

By becoming actively involved in the program, your organisation will gain an accurate indication of the energy and current green house gas emissions from its business related activities.

Your current activities will be compared against current best practice and a manageable action plan developed for your business, created with realistic goals for set reductions.

In most cases the actual cost of the program can be recovered in savings generated within 18 months from the date of completion.

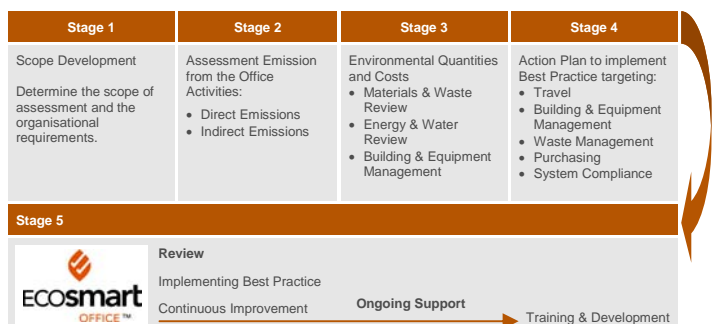
Added to the fact you are operating in a more environmentally friendly fashion, your involvement in the Office Program can generate a great deal of good will amongst your staff, customers and the community at large showing:

Behavioral Change = Environmental Efficiency
This translates to real business savings

Involvement in the Program can become an essential tool in giving your organisation a competitive advantage from both a cost point of view and the public image it creates.

Combined with new social norms and behavior change within your organisation the program will assist your organisation move toward a more sustainable business, saving money and the environment.

Program Stages



Capacity

Each stage draws on experts from the fields of *engineering, environment* and *change management* to assist your organisation reach its goals.



EcoSmart Programs Provide

Tick: Implementing Best Practice
Tick: Continuous Improvement



Ruah Community Services Sustainability Strategy

Client Brief

The EcoSmart Business Program:

- Identify sustainability issues that are of direct relevance to the organisation's current and future (3, 5, 10 years) operations;
- Identify sustainability options that are being pursued nationally and internationally in Carbon Neutral organisations;
- Investigates and makes recommendations on how the 'ecological footprint' or 'sustainability' of the organisation current and future operations on the natural world can be reduced (including use of materials, resources and disposal of waste) by identifying areas that would provide the greatest benefit or strongest impact;
- Provides a report on the findings and recommendations to the Board of Directors and Executives; and
- Consider ways in which relevant information can be disseminated to staff and throughout the organisation and clients where appropriate.

Guiding Methodology

EcoSmart will develop a process that is based on implementing best practice and continuous improvement.

Our methodology includes the implementation of technically specific requirements combined with behaviour change techniques to provide information on how a business can be run in the most environmentally efficient and sustainable manner.

This is represented in the EcoSmart logo. The two ticks represent:



Implementing Best Practice
Continuous Environmental Improvement

This logo is consistent with International Standards for Environmental Labelling.

Our process covers 5 (five) broad category areas, these include: energy efficiency, water conservation, waste and recycling, travel and community issues.



Process

Workshop with Senior Management / Staff defining

- Sustainability as it relates to your organisation.
- How this will affect us.
- What can we do?

Audit

- Desktop Review of Perth-based operation
- Strategic Interviews with Management [as required]
- Review of Annual Report, Strategic and Business Plans, Resource use
- On-site EcoSmart Level 2 audit (accuracy $\pm 20\%$) [Energy, Water, Waste and Greenhouse Gas (GHG)]
- Benchmark Operations; Ecological Footprint, GHG use
- Develop an agreed Table of Contents

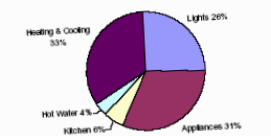
Sustainability Strategy – Carbon Neutral

- Objectives, Policy, Carbon Neutral commitment
- Benchmarks
- Action Plan
- Detail Recommendations, Commitments & Strategies
- Targets
- Timeframe
- Outline Reporting and Strategic Framework implications
- Internal Review / Consultation of Recommendations detailed in Draft Report
- Deliver Final Report based on feedback.

(Optional) Staff EcoSmart Home Audit Program

- Carbon Offsets
- GreenPower (renewable energy)
- Actions: Energy awareness and energy efficiencies at home.

Electricity Breakdown:



Category	Percentage
Heating & Cooling	33%
Lights	26%
Appliances	31%
Kitchen	6%
Hot Water	4%

News Headlines: Ruah Community Services Reaches Carbon Neutral Status
Ruah Newsletter 2918

A report just released today shows that Ruah Community Services has reached its targets of becoming Carbon Neutral by 2010.

CEO of Ruah Community Services said that Ruah had undertaken a journey to reach a state where their business was having a neutral effect on climate change.

"When we started this journey back in 2006 we had no idea what Carbon was and why it was important to reduce it."

"Then after developing a strategy we realized that this could be the single biggest issue facing the survival of our planet," the CEO said.

"We still wanted to provide services to our clients, but we realized we needed to do business differently, we needed to be able to look at how we do our business as well as providing the business itself."

"Being a carbon neutral business is not just about planting trees to offset our emissions, we decided it was about being more efficient in what we do, understanding how new technologies can benefit our business, being open to new partnerships and to look to re-engage current ones in a different way," the CEO said.

Ruah Community Service agencies in Australia implementing a sustainability program that saves in their workplaces. They have managed to do it in a way that is environment and not detracts from it.

"A review of our organisation we started with six key sustainability issues: energy efficiency, water conservation, waste and recycling, travel and community issues."

"Sustainability into organisational life via information workshops and policy and procedure and setting targets for reduction in Energy, Water and Greenhouse Gas Emissions."

"Strategies to encourage vehicle use reduction."

"Green Procurement."

Table 2: Greenhouse Gas Calculations

Emissions from Electricity	157.6	Tonnes
Emissions from Gas	18.0	Tonnes
Total	175.6	Tonnes
Coal Equivalent	64.7	Tonnes
Number of households	25.1	
Transport		
Average family equivalents	36.7	Tonnes
	5.2	
Overall Total	212.3	Tonnes

