

Environmental Action Plan for the Institute for International Economic Studies (IIES) 2020

Drawn up by environmental representative, Hanna Weitz, 10 Oct 2020

Approved/revised by director, Jakob Svensson, 15 Oct 2020

Objective/ Goal	Activity	Person responsible	Resources	End date	Follow-up	Environmental indicators	Resolved
Total consumption of copier paper should not exceed that of 2019.	Inform coworkers at IIES about previous year's consumption so that they see, and understand, the trend.	Environmental representative	3 - 4 hours/year	31 Dec 2020	<p>Get info on Printomat paper consumption from ivs.su.se (write "print" in search field).</p> <p>Obtain copier paper consumption from administrator.</p> <p>Inform employees about sheets of paper from previous years, including 2020 – the trend should be clearly visible.</p>	Amount of copier paper consumed less than previous year.	
Total air miles should not exceed previous years'.	<p>Inform coworkers of the objective as well as more environmentally friendly alternatives to flying (such as Skype, Zoom and phone meetings).</p> <p>Coworkers</p>	<p>Environmental representative</p> <p>Systems administrator</p>	1 hour/month	31 Dec 2020	<p>Calculate air miles in early 2020 (information sent out by environmental coordinator).</p> <p>Inform coworkers of results and trend.</p> <p>Investigate number of web cameras and headsets installed in each office. Does</p>	Reduced CO2 emissions per year.	

	should have a web camera and/or headset in their offices to further encourage web and phone conferences.				everyone have these in their offices?		
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