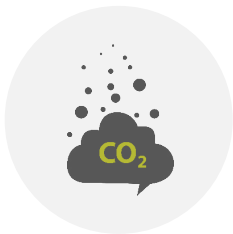




EUROPEAN  
COURT  
OF AUDITORS



# 2018 Environmental Statement





The European Court of Auditors (ECA) was officially registered with EMAS, the Eco-Management and Audit Scheme, on 30 March 2017. This environmental statement provides an update to stakeholders and the public on the ECA's environmental performance and activities up to the end of 2017. Its aim is to raise awareness of our policies regarding environmental issues such as efficient energy use, reduced electricity, water and paper consumption, limitations on carbon dioxide emissions, the incorporation of environmental criteria into public procurement procedures, lower waste production, and control over food wastage.

This environmental statement has been drafted in accordance with EMAS III standards. It has been posted on our [website](#).

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## Foreword

For the third consecutive year, I have the pleasure of introducing our Institution's environmental statement. We should be proud to contribute to protecting the environment and I therefore consider it important to share with you the commitment we have made towards this objective.


From an EMAS perspective, 30 March 2017 marked a very special achievement, when the ECA obtained EMAS certification.

Subsequently, in October 2017, we successfully underwent the EMAS external validation process, receiving a positive recommendation extending our EMAS registration until 2020, and obtaining ISO 14001:2015 certification. We thus became the first EU institution to conform to the new EMAS standard. This confirmed our efforts in contributing to sustainable development.

I would like to highlight that these EMAS achievements were the result of a collective effort and active collaboration between different ECA departments, and of a collective commitment by all ECA staff, who made it possible to achieve these ambitious environmental goals.

Over the next few years, we will pursue our commitment to reducing the environmental impact of our daily operations, and to leading by example as a cost-effective and environmentally-friendly workplace.

I wish to thank all those of you who, on a daily basis, promote and apply environmental good practices not only at work but also at home. You do make a difference!



Digitally signed by Eduardo Ruiz Garcia  
DN: c=ES, l=LU, o=ECA, ou=9999,  
ou=Secretary General, cn=Eduardo Ruiz  
Garcia, sn=Ruiz Garcia,  
givenName=Eduardo,  
serialNumber=10200729530004811730,  
email=eduardo.ruiz@eca.europa.eu,  
title=Professional Person  
Date: 2016.12.06 16:18:56 +01'00'

*Eduardo Ruiz García*  
*Secretary-General*

## The European Court of Auditors

The European Court of Auditors is the European Union's external auditor and is based in Luxembourg. The Court operates as a collegiate body of 28 Members, one from each Member State. The Members are appointed by the Council after consultation with the European Parliament, for a renewable term of six years. Members elect one of their number as President for a renewable term of three years. The Court employs around 900 staff from all the EU's Member States in the areas of audit, translation and administration.

Since it was created in 1977, the Court has worked towards improving EU financial management and increasing accountability.

The Member States and the European Commission, Parliament and Council use the European Court of Auditors' results to monitor the management of the EU budget and make improvements where necessary. The Court's work provides an important basis for the annual discharge procedure, whereby the Parliament decides - based on a recommendation from the Council - whether the Commission has implemented the previous year's budget satisfactorily.

Like other supreme audit institutions, the Court carries out three different types of audit: financial, compliance and performance.

The Court is divided into five audit chambers, and Members and auditors are assigned to one of the five. In addition to its core activity (audit), the Court's staff carry out support work such as professional training, organising meetings and conferences, translation, document management (including accounting documents), building services and IT systems, cleaning and catering. All these tasks have an effect on the environment, and the Court is trying to reduce them by adopting a high-quality environmental management system.

### The Court's Mission

#### **The EU's independent external auditor**

As the EU's independent external auditor, the Court contributes to improving EU financial management, promotes accountability and transparency, and acts as the independent guardian of the financial interests of the citizens of the Union.

The Court checks if the budget of the European Union has been implemented correctly, and that EU funds have been raised and spent legally and in accordance with the principles of sound financial management. As Europe faces ever greater challenges and increasing pressure on its public finances, the Court's role is increasing in importance.

#### **The European Court of Auditors – an EU institution**

The European Court of Auditors is the EU institution for auditing the EU's finances. It was established in 1977 and became a fully-fledged EU institution in 1993. The Court is committed to being an efficient organisation at the forefront of developments in public audit and administration.

# Environmental management at the European Court of Auditors

## The environmental management system

The European Court of Auditors introduced an environmental management system in line with EMAS, the eco-management and audit scheme<sup>1</sup>, between 2014 and 2016 (the first EMAS cycle).

The Court was officially EMAS-registered on 30 March 2017. Its registration number is LU-000004.

In 2017, the Court moved towards its second EMAS cycle (2017-2019), which involved an upgrade of the Court's environmental management system.

Currently, the Court's environmental management system complies with EMAS III standards<sup>2</sup> and with the certification requirements of internationally agreed quality standard ISO 14001:2015.

EMAS aims to improve the Court's environmental performance by minimising the impact of its activities on the environment, in particular by more efficient use of energy and natural resources, waste management and other environmental aspects. It therefore generates environmental and economic benefits.

EMAS helps to make buildings functional, economical and comfortable for their occupants. This approach also enables the Court to demonstrate the quality of its work by means of independent certification, and to inform the public of its objectives and the results it has achieved.

EMAS also raises staff awareness of their environmental impact and of best environmental practices by promoting environmentally-responsible behaviour at work and at home.

The environmental management system works as follows:

1. The Court periodically assesses the environmental impact of its activities by carrying out an environmental review. It assesses each impact that has been identified, taking account of its severity, probable frequency and control, and the existence of relevant regulatory requirements. As a result of this analysis, a register of significant environmental aspects is drawn up and subsequently reviewed on a periodic basis.



**EMAS**

VERIFIED  
ENVIRONMENTAL  
MANAGEMENT  
LU-000004



1 Regulation (EC) No 1221/2009 of the European Parliament and of the Council of 25 November 2009 on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS), repealing Regulation (EC) No 761/2001 and Commission Decisions 2001/681/EC and 2006/193/EC, and Commission Regulation (EU) 2017/1505 of 28 August 2017 amending Annexes I, II and III to Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS).

2 Commission Regulation (EU) 2017/1505 of 28 August 2017 amending Annexes I, II and III to Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS).

2. Regulatory compliance audits are carried out in the Court's three buildings, and lead to the development of an action plan to achieve compliance.
3. The Court periodically reviews its environmental policy. By means of this policy, it undertakes to comply with the relevant environmental legislation, to continuously improve its own environmental performance, to minimise its impact on the environment, and to make its results available to interested parties.
4. The Court's environmental policy is based on strategic environmental objectives. To ensure these objectives are achieved within a reasonable time, thematic action plans are drawn up, and account is taken of the significant aspects identified. The action plans aim to raise staff awareness, and are based on active participation. The environmental programme is supplemented by work procedures and instructions.
5. The Court systematically reports and evaluates its greenhouse gas emissions, with the voluntary objective of systematically reducing its CO<sub>2</sub> emissions.
6. Independent internal auditors regularly check the implementation of the environmental programme, the environmental management system's compliance with EMAS requirements, and compliance with legal requirements. The conclusions of these audits are examined at regular management reviews chaired by the Court's Secretary-General, with performance indicators being used to evaluate the efficiency of the environmental programme.
7. The environmental statement, which is published on the Court's website, describes the objectives of the institution's environmental programme and the results that have been achieved.

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## Environmental policy

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The first version of the European Court of Auditors' environmental policy was adopted in November 2014, and reviewed and confirmed in 2017.

The second and latest version of the Court's environmental policy was signed in February 2018, and is in line with the requirements of the new EMAS Regulation<sup>3</sup>.

The Court's environmental policy documents the institution's commitment to continuously improving its environmental performance, in particular by reducing the significant environmental impact of its day-to-day activities in compliance with the relevant legal requirements and other obligations.

These commitments can be divided into various environmental themes, such as the reduction of greenhouse gas emissions, the efficient use of energy and resources (including paper and water), and the sound management of waste. The Court's environmental policy, which is reproduced in full below, also reflects its public procurement commitments.

The Court's environmental policy has been communicated to all of its staff and subcontractors, and is publicly available on the institution's website.

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<sup>3</sup> Commission Regulation (EU) 2017/1505 of 28 August 2017 amending Annexes I, II and III to Regulation (EC) No 1221/2009 of the European Parliament and of the Council on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS).



EUROPEAN  
COURT  
OF AUDITORS

## THE EUROPEAN COURT OF AUDITORS' ENVIRONMENTAL POLICY

In view of the EU's commitment to the environment, the European Court of Auditors (ECA) has a special responsibility to continually reduce the environmental impact of its activities.

For this reason, the ECA has introduced an environmental management system in line with the EU's EMAS Regulation, under which ECA is committed to:

- *minimising the environmental impact of everyday work;*
- *continuously improving environmental performance;*
- *complying with all environmentally-relevant legislation and obligations.*

More specifically, the ECA is committed to:

- *taking measures to prevent pollution and reduce carbon dioxide emissions;*
- *promoting the efficient use of energy and taking measures to reduce electricity and water consumption;*
- *ensuring more efficient use of paper in order to reduce consumption;*
- *including environmental criteria in its public procurement procedures;*
- *introducing best practices with regard to waste management;*
- *encouraging all staff to act sustainably and contribute actively to achieving the targets of this policy.*


The ECA undertakes to implement and pursue this environmental policy, to communicate it to staff, contractors and any other interested parties.

Environmental commitments must translate into specific measures backed by the requisites of human, material and financial resources. The environmental management system should be designed to be cost-effective.

This environmental policy and the environmental management system apply to the activities of the European Court of Auditors in the broad sense of the term, i.e. the activities of all staff and other employees (including subcontractors working on site, staff on missions and travelling to and from work). It covers the three buildings occupied at 12, rue Alcide De Gasperi, Luxembourg.

Luxembourg, 27 February 2018

  
Eduardo Ruiz García  
Secretary-General

  
Klaus-Helner Lehne  
President

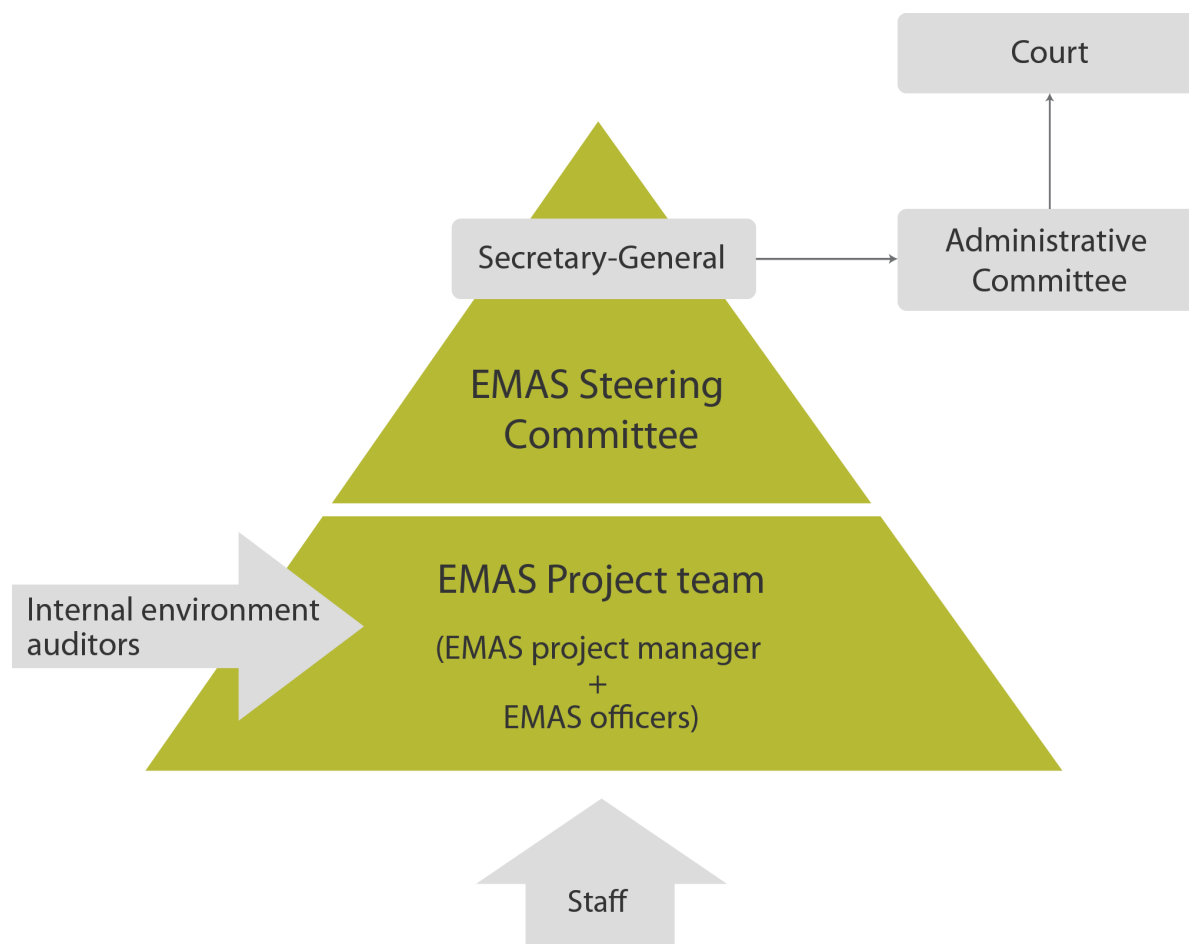


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## Environmental management system governance

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The Court's environmental management stakeholders are shown below:



Tangible results in “greening” the Court, as well as the overall success of the EMAS project, depend on close cooperation between the EMAS team, the EMAS Steering Committee and the EMAS internal auditors. Their combined efforts ensure that the Court’s environmental management system functions smoothly, meaning that the structure of the system remains unchanged for the second EMAS cycle:

**The Court** adopts its environmental policy.



**The Administrative Committee** is informed annually of progress on achieving environmental targets.



**The Secretary-General** chairs EMAS Steering Committee meetings, approves the environmental programme (including the environmental objectives and action plan), allocates the necessary resources and establishes the organisational structure. He reports annually to the Administrative Committee on the progress and performance of the environmental management system, and approves and signs the environmental statement.



**The EMAS Steering Committee** supervises the activities of the environmental management system, promotes continual improvement and takes accountability for effectiveness. It sets environmental targets, reviews the environmental policy and action plan, and approves the environmental statement.

The EMAS Steering Committee, which represents the Court's management, is chaired by the Secretary-General and comprises the directors of the departments concerned with environmental management, as well as a representative of the Court's audit chambers.



**The EMAS project manager** is responsible for setting up the environmental management system (EMS) in line with the European EMAS standard.

The project manager's responsibilities include: coordinating maintenance of the environmental management system, coordinating the environmental management review, reporting to the EMAS Steering Committee on progress made on implementing the environmental programme and achieving environmental objectives, and organising awareness-raising campaigns and internal environmental audits.



The **EMAS officers** support operational monitoring of the environmental management system within their respective departments, implement the measures assigned to them, and monitor environmental indicators. They are appointed in the departments most directly concerned with environmental management and act as the primary contact within their department.



The EMAS project manager and EMAS officers make up the **EMAS team** and circulate EMAS information at the Court.



**The internal EMAS auditors** carry out internal environmental audits in accordance with the audit plan.



*From left to right:*

*Magdalena Cordero Valdavidia (EMAS Steering Committee member), Konstantinos Chatzis, Alexandra-Elena Mazilu, Fabrice Mercade, Véronique Machicote (EMAS team members), Zacharias Kolias (EMAS Steering Committee member), Joanna Sitko, Jose Carrascosa Moreno, Albertine Brier, Sławomir Kozłowski (EMAS team members), and Natalia Krzempek (EMAS project manager).*

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## Court buildings and the scope of EMAS


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The environmental management system applies to the Court's activities in the broad sense of the term, i.e. the activities of all Court staff and other employees (including subcontractors working on site). It covers the main site, which is composed of three separate buildings connected by corridors on several floors.

The three buildings are located at 12, rue Alcide De Gasperi, in Luxembourg, and are owned by the Court. They are part of a site occupying a total area of 1ha 86a 87ca.



The buildings are briefly described below.

Building	Total surface area (m <sup>2</sup> )	Activities
<b>K1</b> 	26 550	Library, archives, offices, meeting rooms, medical centre, storage, technical facilities, car park
<b>K2</b> 	21 500	Archives, offices, meeting and conference rooms, catering, fitness centre, storage, technical facilities, car park
<b>K3</b> 	34 000	Offices, meeting rooms, printshop, catering, delivery area, technical facilities, car park, storage and waste storage facilities

The K3 building has BREEAM certification with a ‘very good’ rating.

The external areas around the Court’s buildings include terraces, a sports pitch, landscaping features and a small visitor car park.

## Environmental aspects and impact assessment

The Court performs an environmental aspects and impacts assessment (“environmental analysis”) of its activities once a year to ensure legal compliance, avoid environmental risks and minimise its carbon footprint.


This assessment covers the direct and indirect aspects of the Court’s activities, and takes account of all stages in the lifecycle.

Direct aspects are associated with the Court’s activities, and the Court has direct management control over them. Indirect aspects, resulting from interaction with third parties (including sub-contractors) can be influenced by the Court.

The direct and indirect impacts identified are then evaluated against pre-defined criteria to assess the importance of different aspects based on the severity of their impact, the probability or actual frequency of occurrence, and the level of control exercised by the Court. These aspects are ranked according to the quantitative results obtained, and the main priorities of the environmental programme then become clear.


Environmental aspects which are subject to environmental legislation, or those whose severity, frequency and control exceed a set threshold, are considered to be significant.

The following significant aspects of the Court’s activities were identified:

THEME	SIGNIFICANT ENVIRONMENTAL ASPECT	ENVIRONMENTAL IMPACT	ACTIVITIES
	Emissions of CO <sub>2</sub> and other greenhouse gases	Global warming	<ul style="list-style-type: none"><li>• Movement of people (public transport, private cars)</li><li>• Transport of goods (suppliers)</li></ul>
	Emissions of pollutants and particulates	Air pollution	<ul style="list-style-type: none"><li>• Movement of people (public transport, private cars)</li><li>• Transport of goods (suppliers)</li><li>• Cooling units</li><li>• Generating sets</li></ul>

<b>Resources</b>   	Energy consumption	Reduction in natural resources	<ul style="list-style-type: none"> <li>• Movement of people (public transport, private cars)</li> <li>• Transport of goods (suppliers)</li> <li>• Heating, cooling, ventilation, lighting and electricity supply of premises</li> </ul>
	Paper consumption		<ul style="list-style-type: none"> <li>• Office activities</li> <li>• Printing</li> <li>• Training</li> </ul>
	Water consumption		<ul style="list-style-type: none"> <li>• Lavatories</li> <li>• Catering</li> <li>• Cleaning vehicles and premises</li> <li>• Air coolers</li> </ul>
<b>Waste</b> 	Waste production, storage and treatment	Air, water and ground pollution	<ul style="list-style-type: none"> <li>• Office activities</li> <li>• Maintenance of premises and equipment</li> <li>• Renovation and replacement of equipment</li> <li>• Purchasing policy</li> </ul>
<b>Water</b> 	Waste water discharge	Water and soil pollution	<ul style="list-style-type: none"> <li>• Lavatories</li> <li>• Catering</li> <li>• Cleaning vehicles and premises</li> </ul>
<b>Ground</b> 	Malfunctions, leaks	Ground and water pollution	<ul style="list-style-type: none"> <li>• Maintenance of premises and equipment</li> <li>• Storage of hazardous products and waste</li> <li>• Cleaning vehicles and premises</li> <li>• Vehicle parking</li> </ul>

The impact on biodiversity, taking into account the nature of the Court's activities and the level of control in place, was not deemed significant. The proportion of green areas to the total surface area used by the Court remains unchanged. This aspect is therefore not mentioned in this statement, and no indicators other than those for built areas were produced.

<b>Biodiversity</b> 	Surface areas	Years 2014 - 2017
	Total utilised surface area (m <sup>2</sup> )	18 687
	Total area occupied by buildings (m <sup>2</sup> )	8 700
	Sealed area not occupied by buildings (m <sup>2</sup> )	7 234
	Green areas (m <sup>2</sup> )	2 753
	Green areas/Total surface area used (%)	14.73

Control methods are nonetheless kept up to date in order to guarantee effectiveness. For example, the Court included clauses relating to products used to maintain green areas and, for aspects relating to catering, labelling requirements (organic food, MSC®-certified fish, Fairtrade products, etc.) in subcontractors' contracts, as well as the requirement that seasonal fruit and vegetables should be used wherever possible so as to minimise food miles.

The environmental aspects and impacts assessment is complemented by:

- the Court's context analysis: the objective here is to identify internal and external risks that could positively or negatively impact the Court's environmental management system or the Court's ability to achieve environmental objectives;
- consideration of the needs and expectations of interested parties;
- risk analysis: evaluation of the risks and opportunities associated with the Court's environmental aspects, compliance obligations and environmental context;
- evaluation of feedback from the investigation of previous incidents.

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## Applicable legal requirements

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To ensure compliance with applicable environmental legislation and regulations, and in keeping with its environmental commitments, the Court has established a comprehensive register of the regulations that apply to it, and performs regular compliance audits.

The register, which is updated each month by an external expert on environmental regulations, includes the environmental permits issued by Luxembourg's Ministry of the Environment for the K1, K2 and K3 buildings.

Changes in legal requirements are passed on to the operational departments, which are responsible for ensuring continuous compliance and for amending and adapting working procedures and installations where necessary.

In the event of an accident or incident that could affect the environment or human health and safety, the Court must immediately inform Luxembourg's Ministry of the Environment.

There is also an additional 'legal watch service' that is provided via an inter-institutional framework contract. The contract provides for legislative updates in three different domains (environment, buildings and technical installations, and accessibility of buildings) for the six EU institutions and one EU agency.

In line with the requirements of the new EMAS Regulation, certain other requirements identified in different ways, such as contracts, agreements, complaints, surveys and collaboration may become compliance obligations. These are also monitored by means of regular compliance audits.

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## Environmental awareness-raising initiatives

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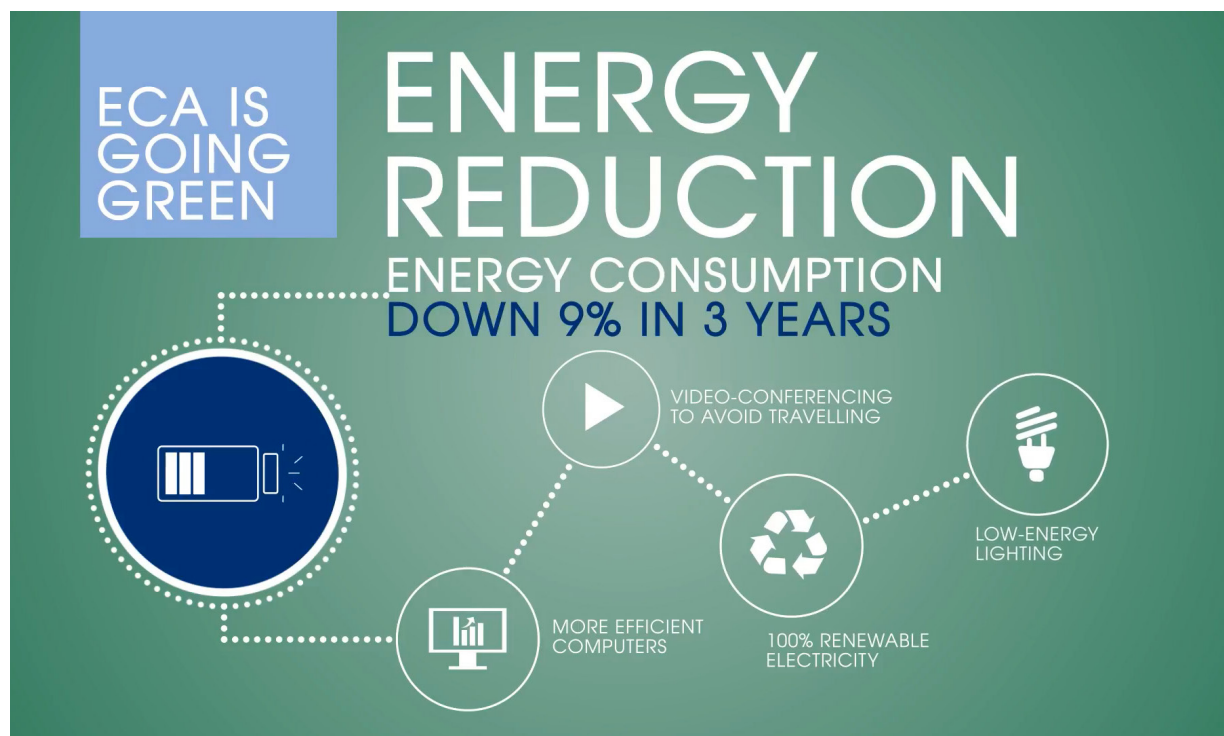
The behaviour of the Court's staff and visitors has an environmental impact in terms of the consumption of resources (such as water, energy and paper), waste management, and air pollution arising from transport choices. Several measures were introduced when the environmental management system was being implemented in order to support the Court's efforts to improve its environmental performance.

The communication tools developed during the first EMAS cycle (2014 - 2016) are being fully used for internal and external communication purposes during the second EMAS cycle (2017 - 2019):

- for the general public, information on the Court's environmental management system is made available on the Court's environmental management webpage;
- for internal communications, the EMAS team uses a dedicated online platform ("the EMAS project site") to provide and share information on environmental matters;
- the "NEWS" section on the intranet homepage is used to announce various environmental activities, events and training courses, and to publicise awareness-raising campaigns;
- "ECA-GoGreen" email alerts are sent to all staff;
- the "ECA-GoGreen" mailbox allows staff to submit suggestions, comments and questions about EMAS projects and other environmental matters.

2017 was a very active year for the “ECA GoGreen” initiative in the areas of communication and awareness-raising. The EMAS team organised various environmental campaigns, events, seminars and training courses with the aim of informing the Court’s external and internal stakeholders about the recent EMAS registration.

To mark this occasion, a film entitled “What does EMAS mean for us?” was produced to inform staff and the general public about the EMAS-type environmental management system in use at the Court.

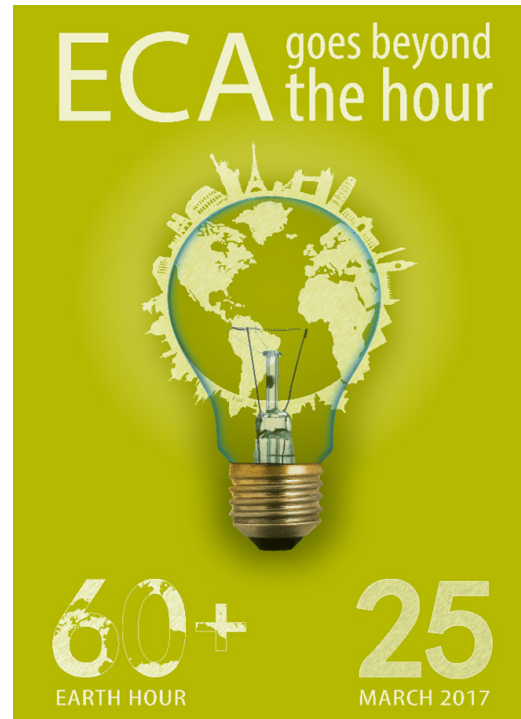


Screenshot of video [“What does EMAS mean for us?”](#) that is available in ECA’s webpage

One of the keys to success in terms of environmental awareness is staff commitment. The EMAS team actively encourages staff and all contract partners to join forces to minimise the Court’s environmental impact.

During the year, the EMAS team organised 20-minute information sessions (Savoir+) on environmental protection themes, e.g. Sustainable commuting & mobility projects in Luxembourg, as well as internal campaigns such as an inter-institutional mobility survey and the distribution of free ECA recycling bags.

As in previous years, the Court actively supported international, local and inter-institutional environmental initiatives such as the WWF’s Earth Hour in March, the 10th edition of *Mam Vëlo op d’Schaff* (Cycling to work) initiative, EU Green Week in June and EU Mobility Week in September. A major highlight of 2017 was Inter-institutional Green Day, which was organised at the European Parliament in Luxembourg with active participation by the Court’s EMAS team. Several activities were offered to the public, such as workshops on environmental issues, information stands, debates and exchanges of best practice, conferences and film screenings.



Photos: ECA cyclists, "Mam Vělo op d'Schaff" (Cycling to work) initiative, the WWF's Earth Hour

In 2017, staff were also offered the following training courses:

- "How to live a low-carbon life" – available to all on the Court's Training Day;
- "Update on an environmental management system (new EMAS and ISO 14001 requirements)" for staff with specific EMAS responsibilities;
- "Spill response and how to manage hazardous products" - for catering and building maintenance staff;
- Compulsory "E-learning course on environmental management" - for new staff.



In addition, staff participated in a series of inter-institutional green public procurement courses:

- GPP in action I: Ecolabels
- GPP in action II: Evaluate environmental criteria.

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## 2017 EMAS registration

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The Court was officially EMAS-registered on 30 March 2017, an event marked by Environment Minister Carole Dieschbourg's visit to the Court.

On 5 September 2017, the first EMAS and EU Ecolabel awards ceremony organised by the Ministry of Sustainable Development and Infrastructure (MDDI) took place in Luxembourg.

The four EU institutions (Commission, Parliament, Court of Justice and Court of Auditors) received an EMAS certificate attesting to their commitment from Environment Minister Carole Dieschbourg.



*Meeting with Luxembourg's Environment Minister.*
















*From left to right: Marc Hostert, Juan Ignacio Gonzalez Bastero, Jose Carrascosa Moreno, Magdalena Cordero Valdavidia, Henri Grethen, Carole Dieschbourg, Natalia Krzempek, Janina Waluga, Zacharias Kolias.*

## The Court's environmental performance

In accordance with environmental policy guidelines, the Court has set up a comprehensive environmental programme to address the various themes identified in its environmental analysis and to reduce the environmental impact of significant aspects.

The first set of environmental measures was adopted for 2014-2016 (the initial period of the EMAS implementation process), with the aim of gradually reducing the Court's environmental impact in key areas over the next three years. The achievement of these objectives was evaluated in 2017.

The following table shows the status of environmental objectives from the first EMAS cycle (2014- 2016), as evaluated in 2017:

Theme	Objectives	Variation 2014 -2017	Status
Energy efficiency	<ul style="list-style-type: none"> <li>Reduce consumption of <b>electricity</b> (MWh) per FTE by 5% in 3 years</li> <li>Reduce energy consumption (<b>heating</b>) (MWh) per FTE by 5% in 3 years (Baseline: 2014)</li> </ul>	 <b>13.3%</b>  <b>8.4%</b>	 
Material efficiency	<ul style="list-style-type: none"> <li>Reduce consumption of <b>paper</b> per FTE by 10% in 3 years (Baseline: 2014)</li> </ul>	 <b>41.4%</b>	
Water	<ul style="list-style-type: none"> <li>Reduction of <b>water</b> consumption per FTE by 5% in 3 years (Baseline: 2014)</li> </ul>	 <b>2.0%</b>	
Waste	<ul style="list-style-type: none"> <li>Reduce production of <b>waste</b> (including food waste) per FTE by 5% in 3 years (Baseline: 2014)</li> </ul>	 <b>21.6%</b>	
Emissions	<ul style="list-style-type: none"> <li>Reduce air <b>pollution</b> from travel: reduce car fleet emissions by 5% in 3 years (Baseline: 2014)</li> </ul>	 <b>3.11%</b> (2014-2016)  <b>14.4%</b> (2016-2017)	
Green procurement	<ul style="list-style-type: none"> <li>Incorporate environmental considerations further into <b>procurement</b> activities (Baseline: 2014)</li> </ul>	All procurement staff trained in GPP; more than 50% of staff informed about GPP	 

The Court met the majority of its objectives. However, water consumption results leave some margin for error because water meters were changed, and the results for waste production are unsatisfactory. The significant increase in waste production was due to construction materials being cleared away after some floors in the K1 building were refurbished, an increasing number of professional events and venues, and the success of the Court's canteen.

## 2017-2019 environmental programme

Revision of objectives and targets:

OBJECTIVES AND TARGETS	
2014 - 2016	2017 - 2019
Reduce consumption of <b>electricity</b> per FTE by 5% in 3 years ( <i>Baseline: 2014</i> ) Reduce energy consumption ( <b>heating</b> ) per FTE by 5% in 3 years ( <i>Baseline: 2014</i> )	Reduce consumption of <b>electricity</b> per FTE by 5% in 3 years ( <i>Baseline: 2016</i> ) Reduce energy consumption ( <b>heating</b> ) per FTE by 5% in 3 years ( <i>Baseline: 2016</i> )
Reduce consumption of <b>paper</b> per FTE by 10% in 3 years ( <i>Baseline: 2014</i> )	Reduce consumption of <b>paper</b> per FTE by 10% in 3 years ( <i>Baseline: 2016</i> )
<ul style="list-style-type: none"> <li>• Reduce <b>air pollution</b> from travel per FTE by 5% in 3 years:</li> <li>• Reduce car fleet emissions by 5% in 3 years (<i>Baseline: 2014</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce <b>CO<sub>2</sub> emissions</b> from auditors travelling per FTE by 3% in 3 years</li> <li>• Reduce <b>CO<sub>2</sub> emissions</b> from the Court's car fleet by 10% in 3 years (<i>Baseline: 2016</i>)</li> <li>• Increase the use of video-conferencing equipment by at least 20% (<i>Baseline: 2016</i>).</li> </ul>
Reduce production of <b>waste</b> (including food waste) per FTE by 5% in 3 years ( <i>Baseline: 2014</i> )	Reduce production of <b>waste</b> (including food waste) per FTE by 5% in 3 years ( <i>Baseline: 2016</i> )
Incorporate environmental considerations further into <b>procurement</b> activities ( <i>Baseline: 2014</i> )	Incorporate environmental considerations further into <b>procurement</b> activities ( <i>Baseline: 2016</i> ) <ul style="list-style-type: none"> <li>• The share of procurement procedures (above 60 000 EUR) classified as light-green must not exceed 70% (in terms of number and amount) of all procurement procedures with an environmental impact.</li> <li>• The share of procurement procedures (above 60 000 EUR) classified as medium-green must increase to at least 20% (in terms of number and amount) of all procurement procedures with an environmental impact.</li> </ul>
Reduction of <b>water</b> consumption per FTE by 5% in 3 years ( <i>Baseline: 2014</i> )	Reduction of <b>water</b> consumption per FTE by 5% in 3 years ( <i>Baseline: 2016</i> )

### Energy



As a European institution, the Court is part of an improvement initiative under Directive 2012/27/EU of the European Parliament and of the Council on energy efficiency, which came into force on 4 December 2012. This Directive establishes a common framework of measures for the promotion of energy efficiency within the Union in order to achieve the Union's major objective of a 20% increase in energy efficiency by 2020 and to pave the way for further energy efficiency improvements beyond that date.

The energy required for the Court's day-to-day activities comes from natural resources, some of which are non-renewable:

- The Court is part of Luxembourg City's combined heat and power district system for the Kirchberg (which uses wood pellets). The district heating network provides the energy used to heat and ventilate the various facilities concerned.
- Electricity is mainly used for cooling, ventilation, lighting, the operation of lifts, IT infrastructure, catering and printing. The electricity we buy comes from 100% renewable resources.
- The Court also uses small quantities of fuel oil to supply its generators.

## 1. Objectives and actions

In line with its commitment to promote more efficient energy use, the Court undertook to:

- reduce its electricity consumption per full-time equivalent (FTE) by 5% over a period of three years, i.e. by 2017;
- reduce its consumption for heating per unit area by 5% over a period of three years, i.e. by 2017.

For the second EMAS cycle (2017-2019), the objectives for energy efficiency remain unchanged. The Court will keep striving to:

- reduce electricity consumption per FTE by 5% in 3 years (*Baseline: 2016*)
- reduce energy consumption (heating) per FTE by 5% in 3 years (*Baseline: 2016*)
- increase the energy efficiency of its buildings (*long-term objective*)

The following specific measures were implemented:

- the emergency lighting system was partly replaced in K1 and K2 by a more efficient LED system;
- desktop PCs were replaced by more efficient laptops;
- conventional bulbs are gradually being replaced by low-energy bulbs;
- external lighting is programmed to react to ambient brightness;
- studies of the lighting systems in K2 were carried out to allow optimal programming and assess the value of a project to install movement detectors and light sensors;
- awareness-raising campaigns on efficient energy use and best practices for a "Green Office" were organised;
- a study of the K2 ventilation system was carried out with the aim of reducing consumption due to summer heating;
- a study in K2 to modify and replace air handling units, cooling towers and chillers was carried out with a view to improving comfort and energy efficiency;
- an external-wall thermal study was carried out in K2 with the aim of pinpointing and reducing heat loss.

These measures are supplemented by the following ongoing measures:

- adjustments to the Court's buildings strategy to take account of the findings of the studies mentioned above;
- monthly checks of "staff behaviour regarding switching off the lights";
- frequent revision and optimisation of the lighting-system settings for all three Court buildings;
- Regular checks of heating in order to avoid overconsumption.

These measures may be specific to certain buildings or may concern all Court buildings.

## 2. Environmental performance indicators – Results

The information needed to monitor the indicators is available as from 2014.

The environmental pressure exerted by electricity consumption (from the network or generators) and the use of the heating network were evaluated on the basis of total annual energy consumption. This includes all consumption from electricity supplies, heating and cooling.

The share of renewable energy was calculated by excluding the consumption of fuel oil, which is the Court's only non-renewable energy source (see Figure 1).

Figure 1

	Gross annual consumption	2017	Change 2016 - 2017	Change 2014 - 2017
Energy efficiency	Total energy consumption (MWh)	7 806.3	↘ 2.2%	↘ 11.3%
	Renewable energy consumption (MWh)	7 799.9	↘ 2.2%	↘ 11.2%
	Renewable energy consumption/ total energy (%)	99.92%		

Figure 2

	Gross annual consumption	2017	Change 2016 - 2017	Change 2014 - 2017
Energy efficiency	Total electricity (MWh)	4 353.4	↘ 3%	↘ 13.3%
	Heating (MWh)	3 446.5	↘ 1.1%	↘ 8.4%
	Standardised heating (MWh)	3 653.3	↗ 3.8%	↘ 16.3%
	Fuel oil (MWh)	6.39	↘ 47.8%	↘ 37%

Gross consumption may be based on the number of people occupying buildings (FTE). Consumption due to heating is also standardised by taking account of the climate aspect.

Figure 3

	Relative annual consumption	2017	Change 2016 - 2017	Change 2014 - 2017	
Energy efficiency	Electricity (MWh/FTE)	4.71	↘ 3%	↘ 13.4%	✓
	Heating/cooling (MWh/FTE)	3.73	↘ 1.1%	↘ 8.5%	✓
	Standardised heating (MWh/FTE)	3.95	↗ 3.8%	↘ 16.4%	✓
	Fuel oil (m <sup>3</sup> /FTE)	0.65	↘ 47.8%	↘ 37%	

Total electricity consumption fell by 13.3% between 2014 (5 024 MWh) and 2017 (4 353.4 MWh), as shown in Figure 2. The fall in electricity consumption in relation to the number of people occupying the buildings was similar, at a rate of 13.4% (see Figure 3). The objective of reducing consumption of electricity per FTE by 5% in 3 years was met.

In 2017, total energy consumption for heating and cooling was 8.4% lower than in 2014 (see Figure 2). Figures 2 and 3 also show that standardised energy consumption for heating buildings fell by more than 16% in total and relative terms. Thus, the objective of reducing energy consumption (heating) per FTE by 5% in 3 years (Baseline: 2016) was also met. The standardisation of consumption is explained in section “Variables used to calculate environmental performance indicators” (see page 37 ‘degree days’).

Fuel oil is used at the Court only to test the emergency power supply. The annual quantities concerned are insignificant.

It can therefore be concluded that the overall energy performance of the Court’s buildings improved significantly in 3 years, at a rate of 11.3 % (see Figure 1).

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## Paper resources



*The most consumed resource at the Court is paper, mainly due to the use of photocopiers and printers. Most of the paper consumed is standard A4 office paper.*

### 1. Objectives and actions

In 2014, the Court set itself the objective of reducing the number of printed pages per FTE by 10% over a period of three years, i.e. by 2017. For the second EMAS cycle (2017-2019), this objective was maintained.

A policy was already in place to reduce the number of personal printers, standardise double-sided printing and encourage the use of electronic forms of training (e-learning), as well as to promote electronic versions of publications such as journals or newspapers.

The following measures were taken:

- a measurement and monitoring system was established and reviewed;
- an on-demand printing policy was introduced to ensure that hard-copy documents were used effectively;
- hard-copy archiving was reduced and electronic files became standard;
- staff awareness campaigns were organised to reduce paper consumption (best practices for the “green office”);
- the number of hard-copy versions of official publications was gradually reduced;
- only 100% recycled paper was used;
- a paperless system was used to manage auditors’ missions (the Missions Integrated Processing System, or MIPS);
- storage space for the electronic archiving of audit documents was increased in order to reduce hard-copy archiving, and e-learning/online courses were progressively developed;
- the selection of online journals, newspapers and e-books was increased;
- electronic communication was used, and paper leaflets and posters were ‘banned’.

The following measures are ongoing:

- a project to introduce new printing/scanning/copying solutions, based on follow-me printing technology;
- a general helpdesk solution to automate communication, and resolve issues in HR, IT and Building Facilities, by eliminating significant amounts of paper.

## 2. Environmental performance indicators - Results

Between December 2016 and 2017, and for the first time, we made a detailed inventory of paper stocks. This was a very time-consuming and resource-intensive process. According to the inventory, annual paper consumption for 2017 was 15.4t, i.e. approximately 16kg/FTE.

We therefore decided to continue to monitor paper consumption by using indicators that are based on data for the number of pages printed or copied (including publications). The figures below provide an approximate estimate of paper consumption.

Figure 4

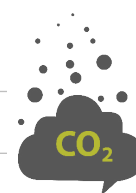
	Gross annual consumption	2017	Change 2016 - 2017	Change 2014 - 2017
Paper resources	Pages printed/copied (office work)	7 689 929	↓ 11.4%	↓ 28%
	Publications	460 696	↓ 80.3%	↓ 92%
	Total pages printed/copied (office work + publications)	8 150 625	↓ 26%	↓ 50.4%

Figure 5

	Relative annual consumption	2017	Change 2016 - 2017	Change 2014 - 2017	
Paper resources	Pages/FTE printed/copied (office work)	8 324.69	↓ 11.4%	↓ 28.1%	✓
	Total pages/FTE printed/copied (office work + publications)	8 823.41	↓ 26%	↓ 50.4%	✓

Total paper consumption fell by 50.4% from 16 400 thousand printed pages in 2014 to 8 100 thousand in 2017, as shown in *Figure 4*, a major highlight being the 92% reduction in paper publications. Even if the overall results were satisfactory and the Court's reduction objective was met (Reduce the number of printed pages per FTE by 10% over a period of three years – see *Figure 5*), our efforts to decrease paper consumption will continue in the years to come.

### Greenhouse gas emissions



*Since 2014, the Court has carried out an annual assessment of its greenhouse gas emissions to monitor the efforts it makes to reduce its carbon footprint. In so doing, it helps to honour the EU's commitment to the environment and thus achieve the Europe 2020 and 2030 growth-strategy goals of sustainable development.*

*The assessment shows that the main sources of the Court's CO<sub>2</sub> emissions are the daily commute to work by its staff, resulting in a significant amount of traffic (particularly towards the Kirchberg), and audit-related travel by visitors to the Court (e.g. for special events).*

*Detailed reports on the Court's carbon footprint are published on its environmental management [webpage](#).*

## 1. Objectives and actions

For the first EMAS cycle (2014-2016), the Court set the objective of reducing CO<sub>2</sub> emissions from its car fleet, with the aim of reducing emissions by 5% in 3 years (*Baseline: 2014*).

There were also three additional objectives with non-quantitative targets:

- reducing air pollution from travel by cutting down on travel and promoting sustainable mobility alternatives;
- defining and implementing carbon footprint methodology to calculate and monitor the Court's carbon footprint.

To achieve these objectives, and reduce emissions and the impact of staff travel, the Court has taken various measures such as:

- providing discounts on public transport (free bus passes/Jobkaart) and free subscriptions to the city bike scheme ("Vel'oh!");
- introducing systematic monitoring of CO<sub>2</sub> emissions related to the Court's activities;
- modernising video-conferencing equipment;
- adopting a missions policy encouraging staff to select direct flights;
- promoting sustainable modes of transport, e.g. carpooling via dedicated sites, or through one-off events such as the European Mobility Week or *Mam Vëlo op d'Schaff* ("Cycling to work");
- introducing low-emission official cars (hybrids);
- providing bicycle parking spaces and changing facilities with showers for cyclists;
- installing freely-accessible battery-charging stations for electric vehicles;
- extending the teleworking option to all staff in order to limit the number of journeys to and from work.

Following the review of the objectives for the second EMAS cycle (2017-2019), the Court committed to:

- reducing CO<sub>2</sub> emissions of auditors travelling per FTE by 3% in 3 years (*Baseline: 2016*);
- reducing CO<sub>2</sub> emissions from its car fleet by 10% in 3 years (*Baseline: 2016*);
- implementing a CO<sub>2</sub> offsetting strategy.

Since 2017, the following measures have been implemented:

- video-conferencing capacities have been progressively increased;
- a new remote access solution was installed in order to improve teleworking;
- an additional shuttle was laid on to reduce private car use for missions to Brussels and promote car-sharing for missions.

The Court continues to encourage the use of videoconferencing and electronic data transfer in order to limit travel.

## 2. Environmental performance indicators - Results

To track emissions, it is important to make year-on-year comparisons. This may prove difficult when simply comparing emissions reports, as the scope may have changed or emission factors may have been updated. Such issues give a false impression that GHG emissions have moved up or down.

In order to compare the Court's GHG emissions between 2014 and 2016 (*Figure 6*), the emission factors from the 2016 version (V7.7) of the Bilan Carbone® were applied to the 2014 and 2015 databases.

Figure 6

	CO <sub>2</sub> emissions	2014	2015	2016	Variation 2014 - 2016
<b>Greenhouse gas emissions</b>	Aggregate carbon footprint (tCO <sub>2</sub> )	10800 (eq)	10218 (eq)	10495	↘ 3%
	Relative carbon footprint (tCO <sub>2</sub> /FTE)	11.7 (eq)	11.1 (eq)	11.4	↘ 2.6%

The carbon footprint of the Court's car fleet fell by 3.11% between 2014 and 2016 (*See Figure 7*).

Figure 7

	CO <sub>2</sub> emissions	2014	2015	2016	Variation 2014 - 2016
<b>Greenhouse gas emissions - Transport</b>	Fleet carbon footprint (tCO <sub>2</sub> eq)	193 (eq)	194 (eq)	187	↘ 3.11% <input checked="" type="checkbox"/>

To calculate the 2017 results (*Figure 8*), the most recent version (V.8) of the Bilan Carbone® was applied, and a comparison was made only with the previous year, i.e. the emissions factor from the 2017 version (V.8) of the Bilan Carbone® was applied to 2016:

Figure 8

	CO <sub>2</sub> emissions	2016	2017	Variation 2016 - 2017
<b>Greenhouse gas emissions</b>	Aggregate carbon footprint (tCO <sub>2</sub> )	10 756 (eq)	10 451	↘ 3%
	Relative carbon footprint (tCO <sub>2</sub> /FTE)	11.6 (eq)	11.3	↘ 2.6%

The carbon footprint of the Court's car fleet decreased by 14.4% between 2016 and 2017 as a result of hybrid cars being introduced (*see Figure 9*). For the moment, a comparison between 2014 and 2017 is not available for the reasons described above. However, at the first glance it is clear that the objective to decrease emissions by 5% in 3 years was met.

Figure 9

	CO <sub>2</sub> emissions	2016	2017	Variation 2016 - 2017
<b>Greenhouse gas emissions - Transport</b>	Fleet carbon footprint (tCO <sub>2</sub> eq)	187 (eq)	160	↘ 14.4% <input checked="" type="checkbox"/>

Since 2017, the Court has also monitored emissions by calculating fuel/diesel consumption. In 2017, its fleet emitted 132 tonnes of carbon dioxide and 3.88tCO<sub>2</sub> per car.

Transport surveys provide an overview of the staff's normal commute. Sustainable means of transport include walking, cycling and public transport. The use of sustainable means of transport increased by 3.95%, but further action is needed to ensure that the trend continues (see Figure 10). As there was no survey in 2014, the proportion of sustainable transport for that year was estimated on the basis of the 2015 survey results, the assumption being that habits had not changed between 2014 and 2015. The same assumption was also made for 2017, as the latest survey was carried out at the end of 2016.

Figure 10

Transport	Survey	2014	2017	Variation 2014 - 2016	
	Sustainable transport (%)	35.4	36.8	↗ 3.95%	✓

## Waste



*The Court generates many types of waste due to the diverse nature of its activities. These include catering, the upkeep and maintenance of premises and technical facilities, and general office work.*

The following types of waste are collected at the Court:

- Printer toner (stored in the printshop for collection and refilling by suppliers)
- WEEE (waste electrical and electronic equipment) – collected by EMMAUS
- Glass
- Plastic, metal and composite packaging (PMC)
- Packaging contaminated with hazardous products
- Wood
- Metals
- Plastic (data media)
- Bulky items
- Organic waste
- Edible fats and oils
- Paper/cardboard
- Mixed municipal waste
- Batteries
- Lighting tubes
- Oil/water separator sludge

## 1. Objectives and actions

In line with its environmental policy, the Court is committed to preventing the generation of waste from its activities. It has therefore set itself the objective of reducing its annual per capita waste generation by 5% over a period of three years, i.e. by 2017.

The following measures were taken:

- individual bins were removed from all offices, leaving only the sorting bins in corridors;
- staff were offered training in effective sorting and bin use;
- sources of non-recyclable waste were analysed and gradually replaced by more sustainable materials;
- a monitoring system for missions was introduced to optimise the number of meals to be provided;
- a donation programme was set up for decommissioned but functional IT equipment in order to promote reuse and recycling;
- a staff awareness campaign was organised, the aim being to reduce the number of newspapers, paper calendars and leaflets by providing information about alternatives, i.e. electronic subscriptions and websites (best practices for the “green office”).

The Court’s waste management practices were awarded the “*SuperDrecksKeëscht*” quality label as a result.

For the second EMAS cycle (2017-2019), the objective of reducing waste generation per FTE by 5% in 3 years was maintained.

Since 2017, the Court has focused on improving its waste management system by:

- staff-awareness campaigns about food waste, encouraging people to ask for smaller portions at lunchtime;
- monthly checks on waste-sorting in the Court’s buildings and individual training on how to sort waste correctly;
- introducing detailed consumption statistics in the canteen.

## 2. Environmental performance indicators - Results

Figure 11

Waste	Gross annual generation	2017	Variation 2016 - 2017	Variation 2014 - 2017
	Total (t)	184.6	↘ 4.5%	↗ 21.6%

Figure 12

Waste	Relative annual generation	2017	Variation 2016 - 2017	Variation 2014 - 2017
	Total (kg/FTE)	199.8	↘ 4.5%	↗ 21.5%



The table below shows quantities of waste by type:

	Official description	Unit	2017	Variation 2016 - 2017	Variation 2014 - 2017
1	Bulky waste	kg	0.0		
2	Plastic packaging	kg	850.9	56.6%	154.4%
3	Mixed packaging	kg	3 739.5	6.1%	34.7%
4	Paper and cardboard	kg	51 825.0	17.9%	23.4%
5	Batteries and accumulators included in 16 06 01, 16 06 02 or 16 06 03, and unsorted batteries and accumulators containing these batteries	kg	79.0	24.4%	17.0%
6	Discarded electrical and electronic equipment other than that mentioned in 20 01 21 and 20 01 23 containing hazardous components	kg	22.0	450.0%	76.5%
7	Mixed municipal waste	kg	36 240.0	0.5%	10.0%
8	Waste printing toner containing dangerous substances	kg	0.0		
9	Plastics	kg	100.0	13.6%	1900.0%
10	Hazardous components removed from discarded equipment	kg	0.0		
11	Waste glass in small particles and glass powder containing heavy metals (e.g. from cathode ray tubes)	kg	0.0		
12	Oily water from oil/water separators	kg	8 320.0	8.3%	
13	Wooden packaging	kg	1 240.0	87.9%	21.5%
14	Fluorescent tubes and other mercury-containing waste	kg	186.0	153.1%	3.6%
15	Metals	kg	282.0	220.5%	855.9%
16	Packaging containing residues of or contaminated by dangerous substances	kg	128.8	11.0%	27.5%
17	Sludge from oil/water separators	kg	0.0	0.0	

18	Grease and oil mixture from oil/water separation containing only edible oil and fats	kg	0.0	0.0	
19	Glass packaging	kg	4 000.0	0.0	↗ 25.0%
20	Biodegradable kitchen and can-teen waste	kg	22 570.0	↗ 0.5%	↗ 25.6%
21	Edible oil and fats	kg	830.5	↘ 7.9%	↗ 64.1%
22	Edible oil and fats	kg	53 550.0	0.0	
23	Waste cable	kg	75.0		
24	Fire extinguishers	kg	495.0		
25	Demolition waste, non-contaminated	kg	58.0		
<b>ANNUAL TOTAL</b>		<b>kg</b>			

The 21.6% increase in total waste between 2014 and 2017 (*Figure 11*) can be explained mainly by the absence of information about edible oil and fats in 2014, the regular emptying of oil separator since 2015, and by the increasing quantities of organic waste generated by kitchen and canteen activities.

There are no 2014 data for oily water (12) or separator sludge (17), as these were collected in December 2013. To convert the units from litres to kilos, a factor of 1 was applied to the oily water given the high percentage of water, while a factor of 0.9 was applied to the edible fats/water mix.

The relative increase in the generation of organic waste (20), plastic (9), and plastic packaging (2) and mixed packaging (3) could be explained by the increase in the number of events and buffets, and increased custom in the canteen from external visitors.

However, a downward trend in “residual waste” (-10%) shows the positive impact of the measure to remove office bins.

Awareness-raising campaigns and measures to reduce paper consumption have also led to a significant reduction in the amount of waste paper (-23.4%).

## Green procurement



*The type, quantity and nature of purchased goods and contracted services and works can affect the Court’s environmental footprint. The Court therefore pays particular attention to environmental clauses in its public procurement procedures.*

*Public procurement is sustainable when a public authority seeks to obtain goods, services and works with the lowest possible negative environmental and social impact over their whole lifespan.*

## 1. Objectives and actions

As part of its environmental policy, the Court has committed to including environmental criteria in its public procurement procedures. In particular, it has set itself the objective of incorporating environmental considerations further into procurement activities for the first EMAS cycle (2014-2016). In line with this objective, the Court has set the following quantitative targets for the second EMAS cycle (2017-2019):

- the share of procurement procedures (above 60 000 EUR) classified as light-green must not exceed 70% (in number and amount) of all procurement procedures with an environmental impact (*baseline: 2016*);
- the share of procurement procedures (above 60 000 EUR) classified as medium-green must be at least 20% (in number and amount) of all procurement procedures with an environmental impact (*baseline: 2016*).

To ensure that these targets are met, the following measures are taken:

- contracts are regularly monitored to ensure that they include environmental criteria;
- staff awareness of green procurement is raised, e.g. by posting articles on green public procurement on the intranet;
- all departments involved in procurement are provided with training on green public procurement;
- environmental requirements are an increasing part of award criteria;
- increasing use is made of the tools provided in the European Commission's manuals on environmentally-responsible public procurement.

In addition, in order to facilitate the inclusion of green requirements in public tender documents, the Court joined an inter-institutional contract for a Green Public Procurement Helpdesk (GPP Helpdesk). The contract aims to provide an efficient, direct and practical helpdesk service to assist staff dealing with public procurement. Procurement units and staff dealing with procurement procedures in the participating institutions will receive support in integrating green criteria into all stages of the procedure.

Moreover, in order to promote the GPP Helpdesk in the EU institutions, regular (twice-yearly) presentations are given of an area with environmental impact that the institutions have identified. The Court's procurement department and staff actively participate in such events.

Since 2016, contracts for more than 60 000 EUR have been regularly checked for the inclusion of green criteria, but the commitment to quantitative targets has applied only since 2017 (*See Figure 13*).

## 2. Environmental performance indicators - Results

Figure 13

	Target (in terms of amount and number of procurement procedures)	2016	2017
Green Procurement	[ "light-green" procedures* / total procurement procedures* ] <70%	44% in terms of amount	27% in terms of amount
		33% in terms of number	50% in terms of number
	[ "medium-green" procedures* / total procurement procedures* ] ≥20%	52% in terms of amount	73% in terms of amount
		50% in terms of number	50% in terms of number

\* For procurement procedures above 60 000 euro



## 1. Objectives and actions

Catering, the use of lavatories and office cleaning account for most of the Court's water consumption from the municipal network.

In line with its environmental policy, the Court is committed to promoting the efficient use of water and preventing pollution. In particular, it has set itself the objective of reducing its annual per capita water consumption by 5% over a period of three years, i.e. by 2017. For the second EMAS cycle (2017-2019), the objective on water consumption remains unchanged.

The Court will keep striving to reduce its annual per capita water consumption by 5% over a period of three years.

The following measures were implemented in support of this objective:

- the pressure of water from individual taps has been reduced in all Court buildings;
- awareness-raising campaigns concerning the rational use of water have been organised (best practices for the "green office");
- water-efficient solutions have been approved, e.g. by installing leak detection systems and automatic tap sensors for the refurbishment of K2. Construction work will start in 2019 and last for two years.

## 2. Environmental performance indicators

Figure 14

Water	Gross annual consumption	June 2017	Variation June 2016 - June 2017	Variation June 2014 - June 2017
	Total consumption (m <sup>3</sup> )	12 205	↘ 23%	↘ 1.9%

Figure 15

Water	Relative annual consumption	June 2017	Variation June 2016 - June 2017	Variation June 2014 - June 2017
	Total consumption (m <sup>3</sup> /FTE)	13.21	↘ 23%	↘ 2%
	Total consumption (m <sup>3</sup> /FTE/day)	0.05	↘ 22.4%	↘ 1.2%

The results achieved between 2014 and 2017 show a slight decrease in water consumption by 2%; however, this is not sufficient to meet the 5% reduction target (*Figures 14 and 15*). This situation is due to the introduction of programmes to encourage sports (EcaFIT), an increase in the number of staff cycling to work (particularly following the awareness campaigns and the

installation of shower facilities for cyclists) and an increase in catering activities (the number of meals has increased by 21.3% since 2014). These programmes have also led to an increase in water consumption as a result of more showers being taken.

Per capita daily consumption is 55 l/person/day in 2017, which is still far below average daily consumption for office activities in large administrative organisations (100 to 150 l/person/day<sup>4</sup>). Nevertheless, this indicator will be monitored closely to ensure that the figures remain stable in the years to come.

It should be noted that the results for 2016 were affected by the fact that one of the meters installed by the City of Luxembourg was defective and had to be replaced at the end of 2015.

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## Green Canteen

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In 2017, the Court signed a new catering contract, resulting in an increase of organic food and local products being served in the canteen and cafeterias. The fruit bar includes seasonal produce from Luxembourg and the surrounding areas, while all fresh salad ingredients are organic. One organic meal is also served each day and one meal per week is made using local ingredients; all bread in the cafeteria and canteen is now baked by a local baker. Around 15% of purchases are now organic and 5% local since the new contract came into force.

The Court's catering services received the 'SOU SCHMAACHT LËTZEBUERG' (SSL) label awarded by Luxembourg's Ministry of Agriculture and Chamber of Agriculture, promoting the use of local products and regional agriculture as a means of increasing the use of short food-supply chains and reducing the environmental footprint of catering activities.

Since 2014, the Court has taken the following measures to make its catering activities more sustainable:

- contractors are required to obtain the SuperDrecksKëscht® quality label establishing the best management waste practices in Luxembourg;
- a food-waste policy and monitoring system has been introduced in the canteen to reduce the amounts left unsold each day;
- campaigns have been organised to raise awareness about the impact of individual behaviour on food waste, especially left-over food;
- fully recyclable or biodegradable packaging and cutlery have been introduced in the cafeterias;

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4 <http://www.sage-nappes33.org>

- plastic cups have been discontinued;
- Marine Stewardship Council certification is required so as to ensure the provision of certified sustainable seafood in the canteen and thus minimise environmental impacts;
- an assortment of organic products and daily organic/ vegan meals are offered in the canteen;
- the number of water fountains has increased;
- exotic products are ethically sourced (*Fairtrade* label).

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### Variables used to calculate environmental performance indicators

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The raw consumption data used as indicators have the advantage of giving an idea of the environmental pressure exerted by the Court. However, such data do not allow a reliable comparison over time, as employee numbers can vary, the occupied surface area can change as premises are decommissioned or built, and weather conditions can lead to major differences in temperature in a given year or from one year to the next.

To ensure that indicators are monitored over time and are compared reliably whatever the context, relative indicators are used and calculated using a given variable.

The main variables, described in detail below, are as follows:

- the average daily number of occupants across all buildings;
- the number of days worked;
- degree days (DDs).

#### 1. Number of people

The level of occupancy of premises can affect indicators such as:

- water consumption linked to lavatory use and the number of meals served;
- electricity consumption resulting from lighting individual offices and the use of electrical and IT equipment;
- paper consumption;
- waste generation from normal occupation, the preparation and consumption of meals, use of materials and paper;
- greenhouse gas emissions and the carbon footprint from commuting and energy consumption, as detailed above.

The daily number of occupants on site is calculated on the basis of the average number of full-time equivalents (FTEs) for the year.

Year	FTEs
2014	922.9
2015	916.78
2016	923.7
2017	923.75

## 2. Number of working days

The number of working days is used to express water and power consumption so that they can be compared with the figures published for similar activities and ranked in relation to the sector average. In Luxembourg, the figures are published per year for weekdays only, excluding weekends and bank holidays.

Year	Working days
2014	252 244*
2015	254 244*
2016	253 244*
2017	242

*\*This correction was made in 2018. Nevertheless, as the figures for relative annual water consumption (m<sup>3</sup>/FTE/day) were rounded off, this correction does not affect the water consumption results published in previous Environmental Statements.*

## 3. Degree days

The concept of summer/winter degree days takes account of the temperature on every day of the year concerned. Energy consumption from heating or cooling can therefore be considered in relation to climate conditions and weather variations. This concept is very useful for highlighting the effect of measures taken, even when the weather in a given year is unfavourable in terms of consumption.

Year	f <sub>Klima</sub>
2014	1.16
2015	1.06
2016	1.01
2017	1.06

If, for example, heat insulation measures have been put in place, but a particularly severe winter leads to an increase in consumption, the use of “degree days” negates the weather effect and allows the effect of changing the insulation to be shown. The same principle applies to cooling during heatwaves.

The calculation is based on the following formula:

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$$\text{Standardised consumption} = \text{Actual consumption (kWh)} * f_{\text{Klima}}$$

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The climate factor ( $f_{\text{Klima}}$ ) is set by ministerial decree, and represents the ratio between normal temperatures and the degree days for a given year.



## Validation statement

### ENVIRONMENTAL VERIFIER'S DECLARATION ON VERIFICATION AND VALIDATION ACTIVITIES

Vinçotte S.A., with EMAS environmental verifier registration number BE-V-0016 accredited for the scope 1, 10, 11, 13, 16, 18, 19, 20 (excl. 20.51), 21, 22, 23, 24, 25, 26, 27, 28, 29, 30.2, 30.9, 31, 32, 33, 35, 36, 37, 38, 39, 41, 42, 43, 45, 46, 47, 49, 50, 52, 53, 55, 56, 58, 59, 60, 62, 63, 70, 71, 72, 73, 74, 79, 80, 81, 82, 84, 85, 86, 87, 88, 90, 93, 94, 95, 96, 99 (NACE-code) declares to have verified whether the whole organisation as indicated in the updated environmental statement 2018 of the organisation European Court of Auditors with registration number LU-000004 meet all requirements of Regulation (EC) No 2017/1505 of 28 August 2017 on the voluntary participation by organisations in a Community eco-management and audit scheme (EMAS).

By signing this declaration, I declare that:

- the verification and validation has been carried out in full compliance with the requirements of Regulation (EC) No 2017/1505,
- the outcome of the verification and validation confirms that there is no evidence of non-compliance with applicable legal requirements relating to the environment,
- the data and information of the updated environmental statement 2018 of the organisation reflect a reliable, credible and correct image of all the organisations activities, within the scope mentioned in the environmental statement.

This document is not equivalent to EMAS registration. EMAS registration can only be granted by a Competent Body under Regulation (EC) No 2017/1505. This document shall not be used as a stand-alone piece of public communication.

Done at Brussels on 03/12/2018

Signature

A handwritten signature in blue ink, consisting of a stylized 'B' followed by a horizontal line and a small flourish.

Bart Janssens  
Chairman of the Certification Committee



**EUROPEAN COURT OF AUDITORS**

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The next environmental statement will be published in December 2019.