

ADMINISTRATIVE BRANCH POLICY STATEMENT 3.05
ENVIRONMENTAL SUSTAINABILITY

1. Overview

Environmental sustainability refers to the responsible management of natural resources to meet the current needs of society while ensuring that there are enough resources to meet the needs of future generations.

The ADAVB aims to contribute to the environmental sustainability of the planet through:

- its own practice of implementing sustainable operations within our organisation
- supporting sustainability initiatives
- as a participant in the Australian social discourse.

The ADAVB aspires to minimise its impact on the environment and maximise the effective use of resources. The ADAVB will achieve this by increasing communication and fostering responsible environmental behaviour amongst staff, members, and contractors at all levels.

2. Purpose

This Policy is intended to provide a guideline for sustainability actions undertaken by the ADAVB. It aims to integrate a philosophy of sustainable development into all the organisation's activities and to establish and promote sound environmental practice in our operations.

3. Policy

The ADAVB commits itself to minimising its impact on our environment through:

- Providing a safe and healthy workplace ensuring all facilities are safe, energy efficient and environmentally responsible.
- Creating an environmentally aware culture by providing training and resources to increase awareness of sustainability practises across the organisation.
- Being environmentally responsible in our community by supporting environmental initiatives through partnerships and collaborations with other organisations.
- Conserving natural resources by reducing, reusing and recycling materials.
- Seeking to use processes that minimally affect the environment by focusing on sustainable procurement and operational efficiency in all decisions.
- Ensuring the responsible use of energy throughout the organisation by adopting energy saving technologies such as LED lighting, energy efficient appliances and heating and cooling systems.
- Participating in efforts to improve environmental protection and understanding.
- Using our expertise where possible to assist in the development of solutions to environmental problems.
- Working with suppliers to promote sound environmental practices.
- Enhancing awareness among our staff, members, and contractors - educating and motivating them to act in accordance with this Policy.

4. Procedures and Outcomes

- 4.1 The ADAVB will develop clear guidelines and training for staff, members, and contractors to adopt sound environmental work practices as stated in this Policy.

- 4.2 The ADAVB will act promptly and responsibly to correct, and report incidents or conditions that endanger health, safety, or the environment.
- 4.3 The ADAVB will, where feasible, reuse and recycle materials, purchase recycled materials, and use recyclable packaging and other materials.
- 4.4 The ADAVB will ensure that its services and products are safe, efficient in their use of energy, protective of the environment, and able to be reused, recycled or disposed of safely.
- 4.5 The ADAVB will in its operations minimise materials and energy use, prevent air, water, and other pollution, and dispose of waste safely and responsibly.
- 4.6 The ADAVB will conserve energy practicably, adopting renewable energy sources.
- 4.7 The ADAVB will, where appropriate, utilise its particular knowledge and experience to contribute to environmentally sustainable techniques, technology, knowledge, and methods.
- 4.8 The ADAVB will meet all applicable government requirements and voluntary requirements observed in its field and will adhere to this Policy.
- 4.9 The ADAVB will maintain an open and honest dialogue with staff, members, stakeholders, and the public about the environmental, health and safety performance of our operations and services.
- 4.10 Preference shall be given to products or services which are of equivalent standard but sourced from local resources, or which reduce transportation footprint.
- 4.11 The ADAVB will seek to invest in companies whose business operations are in accordance with this Policy.

5. Responsibilities

- 5.1 It shall be the responsibility of the CEO to implement this Policy and related procedures.

6. Attribution

This Policy has been adapted from a template published at www.communitydirectors.com.au

Branch Policy Statement Number	3.05
Adopted by Council	7 December 2009
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Relevant Rules	
Relevant By-Laws	
See also	2.01 BPS Finance Policy 2.04 BPS Sponsorship and Partnerships 4.06 BPS Occupational Health and Safety ADA Inc. Policy 6.21- Dentistry and Sustainability