Projects and Products Portal for Leonardo da Vinci

Network for Green Office Standardization in the EU

510859-LLP-1-2010-1-HU-LEONARDO-LNW

http://www.adam-europe.eu/adam/project/view.htm?prj=8859

Project Information

Title: Network for Green Office Standardization in the EU

Project Number: 510859-LLP-1-2010-1-HU-LEONARDO-LNW

Year: 2010

Project Type: Networks

Status: completed

Country: EU-Centralised Projects

Marketing Text: Because of the environmental burden of offices, the EU accepts that companies and non-profit organisations have to play a (pro-) active role in preventing and solving environmental problems. Worldwide, forty percent of raw materials and resources are consumed by offices. Companies often have sustainability policies, but do not have the expertise and/or resources to train office managers on how to manage their offices to make them “green.” A "Green Office" is understood as an environmentally and human-friendly place to work. Currently, there are no structured EU green office trainings available for office managers. Furthermore, there are presently no established standards at the EU level for calculating ecological footprints. Since SMEs have significantly fewer resources and less motivation, they are in particular need of. VET professionals dealing with office management issues do not have the appropriate skills and training materials to conduct effective trainings.

Summary: The KÖVET Association for Sustainable Development is coordinating a three-year project focusing on Green Offices and an Office Footprint Calculator. It was launched on 1 January 2011. Seven professional organisations from six countries are involved in the project.

Description: The main goal of the project is to develop standardised EU Green Office Guidelines and an Office Ecological Footprint Calculator. These tools will help transform offices into more environmentally and human-friendly spaces that also enhance the skills and knowledge of employees. There is a need to provide complex, innovative training for office managers; training that not only transfers information, but also motivates employees to act. Vocational training needs new, fresh, more effective methodologies such as experience-based learning. VET professionals need to learn new skills in order to be able to provide trainings based on experience-based learning.

Themes:
*** Sustainability
** Lifelong learning
** Open and distance learning
** Continuous training
* Ecology

Sectors:
* Public Administration and Defence; Compulsory Social Security
* Administrative and Support Service Activities
* Real Estate Activities
* Financial and Insurance Activities
* Manufacturing
* Human Health and Social Work Activities
* Other Service Activities
* Information and Communication
* Education

Product Types:
website
teaching material
material for open learning
others
open and distance learning

Product information:
"Trainers Workshop" training package for VET green office professionals;
Printed materials and toolkit to accompany trainings;
European version of the Office Ecological Footprint Calculator;
European Green office competition;
European Green Office Standards;
Distance Learning System;

Project Information

Projecthomepage: eugreenoffice.eu

Project Contractor

Name:	KÖVET Association for Sustainable Economies
City:	Budapest
Country/Region:	Közép-Magyarország
Country:	HU-Hungary
Organization Type:	National Agency
Homepage:	http://www.kovet.hu

Contact Person

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Coordinator

Name:	KÖVET Association for Sustainable Economies
City:	Budapest
Country/Region:	Közép-Magyarország
Country:	HU-Hungary
Organization Type:	National Agency
Homepage:	http://www.kovet.hu

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Partner

Partner 1

Name: Asociata Eco-Trend Egyesület
City: Miercurea Ciuc
Country/Region: Nord Vest
Country: RO-Romania
Organization Type: National Agency
Homepage:

Partner 2

Name: Umanotera, The Slovenian Foundation for Sustainable Development
City:
Country/Region: Západné Slovensko
Country: SK-Slovakia
Organization Type: association/non-governmental organisation
Homepage: http://www.umanotera.org

Partner 3

Name: 21 Solutions
City:
Country/Region: Bruxelles Cap, Brussel Hof
Country: BE-Belgium
Organization Type: National Agency
Homepage:

Partner 4

Name: TIME-Ecoprojects Foundation
City: Sofia
Country/Region: Yugoiztochen
Country: BG-Bulgaria
Organization Type: association/non-governmental organisation
Homepage: http://www.time-foundation.org

Partner

Partner 5

Name:	Groupe One
City:	Brussels
Country/Region:	Bruxelles Cap, Brussel Hof
Country:	BE-Belgium
Organization Type:	association/non-governmental organisation
Homepage:	http://www.groupeone.be/

Partner 6

Name:	Stockholm Environment Institute Tallinn Centre
City:	Tallinn
Country/Region:	Eesti
Country:	EE-Estonia
Organization Type:	National Agency
Homepage:	http://www.seit.ee

Project Files

2010_4059_FR_NeGOSE_pub_FINAL.pdf

http://www.adam-europe.eu/prj/8859/prj/2010_4059_FR_NeGOSE_pub_FINAL.pdf

Final Report Public part

public_part_report_2012.pdf

http://www.adam-europe.eu/prj/8859/prj/public_part_report_2012.pdf

Interim Report Public Part 2012

Products

1 Interim Report Public Part 2012

2 Virtual Tour around the office's environmental impact

3 Office Ecological Footprint calculator

4 European Green Office website

5 Green Office Handbook

6 Database of Green Office initiatives

7 Database of EXISTING LABELS AND CERTIFICATIONS

8 GOOD PRACTICES FROM GREEN OFFICES

9 Final Report

Product 'Interim Report Public Part 2012'

Title:	Interim Report Public Part 2012
Product Type:	others
Marketing Text:	
Description:	
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

public_part_report_2012.pdf

http://www.adam-europe.eu/prj/8859/prd/1/1/public_part_report_2012.pdf
Interim Report Public Part

Interim Report Public Part

public_part_report_2012.pdf

http://www.adam-europe.eu/prj/8859/prd/1/2/public_part_report_2012.pdf
Interim Report Public Part 2012

Product 'Virtual Tour around the office's environmental impact'

Title:	Virtual Tour around the office's environmental impact
Product Type:	open and distance learning
Marketing Text:	Virtual Office will enable visitors to understand their office work has an impact on the environment. But like almost all the impact this also can be reduce. The Virtual office not just opens the eye of the visitor but gives useful tips on reducing their environmental impact.
Description:	Learn with the Green Office Virtual House where you find tips, information on all the Green Office topics. Our virtual office will guide you in the different office departments. For each department you'll find useful tips and ideas to improve your own office's environmental performance. The best way to involve your colleagues is to propose them to visit the Virtual Office before organizing a Green Team meeting !
Target group:	
Result:	
Area of application:	
Homepage:	virtualoffice.eugreenoffice.eu
Product Languages:	English Bulgarian French Estonian Romanian Hungarian Slovenian

Product 'Office Ecological Footprint calculator'

Title: Office Ecological Footprint calculator

Product Type: open and distance learning

Marketing Text: Calculate the ecological footprint of your office activities and learn how much land area does it take to support your office lifestyle! Take this quiz to find out your office Ecological Footprint, discover your biggest areas of resource consumption, and learn what you can do to tread more lightly on the earth.

Description: The Ecological footprint can be calculated for one person, one country but also for one company. In that respect, It can be used to help businesses improve their market foresight, set strategic direction, manage performance and communicate their strengths. When calculating the Ecological Footprint of a business organisation, we collect data information from the organisation's buildings, the energy it consumes, the mobility of its employees, the waste generated, etc… With all these data, we are able to calculate an estimation of the organisation's ecological footprint. By providing a common unit, the Ecological Footprint helps businesses to establish benchmarks, set quantitative targets and evaluate alternatives for future activities.

Explanation of the footprint : The ecological footprint is a measure of the Earth's surface, expressed in hectares required to produce the resources consumed and to absorb CO_2. Ecological footprint gives a concrete figure on the responsibility we have on the exhaustion of natural resources. It is estimated the Earth's surface with a biologically productive capacity is about 12 billion hectares, out of 51 billion hectares (total area of the Earth). To measure the Ecological Footprint, we use global hectares (gha) as an indicator. Gha is a representative production capacity of one hectare of land with world average productivity. To find the area available for each human being, we divide the biocapacity (gha 12 billion) by the world's population (7 billion). This gives us an average Ecological Footprint of 1.7 gha per person, representing our sustainable footprint. Today however, the ecological footprint of humanity is 2.7 gha per capita. In other words, we consume more resources than the planet can regenerate and produce more waste than it can absorb. As a matter of fact, if everyone consumed like a Western citizen, we would need three planets to support our needs!

Target group: Office managers

Result:

Area of application: Offices

Homepage: calculator.eugreenoffice.eu

Product Languages: Hungarian
Romanian
Estonian
French
Slovenian
Bulgarian
English

Product 'European Green Office website'

Title:	European Green Office website
Product Type:	website
Marketing Text:	Official European Green Office website. All the information can be found regarding to Trainings, Online tools, Materials, competition.
Description:	
Target group:	
Result:	
Area of application:	
Homepage:	eugreenoffice.eu
Product Languages:	Slovenian Romanian Hungarian French Estonian English Bulgarian

Product 'Green Office Handbook'

Title:	Green Office Handbook
Product Type:	material for open learning
Marketing Text:	The Green Office Handbook presents you everything you have to know to implement environmental tips in a dynamic way inside your office.
Description:	The handbook contains relevant information on environmental topics for Offices, such as energy and building, waste production and sorting, water consumption, office furniture and consumables, organization of conferences and events, IT, paper consumption, air quality, health, safety and social issues, as well as cleaning and catering activities. Each chapter of the Handbook focuses on one of the above mentioned topics. It presents relevant information on legal issues, certification and labeling, ideas and tips for performance improvement, a list of performance indicators and some examples of best practices.
Target group:	Office managers / anyone
Result:	Handbook
Area of application:	
Homepage:	http://eugreenoffice.eu/handbook
Product Languages:	Slovenian Hungarian Romanian Estonian French Bulgarian English

Product 'Database of Green Office initiatives'

Title:	Database of Green Office initiatives
Product Type:	material for open learning
Marketing Text:	During the preparation phase of our project, the partners of the European Green Office network collected more than 50 initiatives, labels, standards and certication systems related to the greening of the office workplace. You will find hereunder several initiatives, campaigns, competitions, guidances and guidelines related to Green Offices.
Description:	
Target group:	
Result:	
Area of application:	
Homepage:	http://eugreenoffice.eu/existing_initiatives_1
Product Languages:	Bulgarian English Estonian French Hungarian Romanian Slovenian

Product 'Database of EXISTING LABELS AND CERTIFICATIONS'

Title:	Database of EXISTING LABELS AND CERTIFICATIONS
Product Type:	modules
Marketing Text:	During the preparation phase of our project, the partners of the European Green Office network collected more than 50 initiatives, labels, standards and certication systems related to the greening of the office workplace. You will find hereunder several labels, certifications, standards and regulations.
Description:	
Target group:	
Result:	
Area of application:	
Homepage:	http://eugreenoffice.eu/existing_labels_and_certifications_1
Product Languages:	Slovenian Hungarian Romanian Estonian French Bulgarian English

Product 'GOOD PRACTICES FROM GREEN OFFICES'

Title: GOOD PRACTICES FROM GREEN OFFICES

Product Type: others

Marketing Text: After a half year of tutoring EGO members have fininshed their tutoring and helped for 71 offices to become a more human and environmental frinedly workplaces. The tutoring had been placed in 6 countires by 7 parnter organizations. Offices with different core business, with different background have set different goals. These goals more less had been achived and offices reached a progress intheir environmental and social status.
As it is in every process they faced problems, but at the end they step over these barriers by creativity and enthusiasm.
We collected the most creative solutions for you to inspire and help you to find the solutions in your office.
The bast practice case studies can be downloaded and can be read on the this website.
Countries: Bulgaria, Belgium, Estonia, Hungary, Romania, Slovenia
Environmental aspects: Communication, Motivation, Energy, Water, Waste, Transport, Events

Description:

Target group:

Result:

Area of application:

Homepage: http://eugreenoffice.eu/good_practices_from_green_offices

Product Languages: Hungarian
Romanian
Slovenian
Bulgarian
English
Estonian
French

Product 'Final Report'

Title:	Final Report
Product Type:	
Marketing Text:	A final report including an executive summary and a summary description of project objectives, a description of the main outcomes and results, partnerships, the potential impact and the contribution to EU policies.
Description:	
Target group:	
Result:	
Area of application:	
Homepage:	
Product Languages:	English

product files

Final report

2010_4059_FR_NeGOSE_pub_FINAL.docx

http://www.adam-europe.eu/prj/8859/prd/9/2/2010_4059_FR_NeGOSE_pub_FINAL.docx

Events

Award Ceremony for the European Green Offices

Date	22.11.2013
Description	An Award Ceremony for the European Green Offices took place in Brussels on the 22nd of November, in partnership with the Brussels Chamber of Commerce (BECI). Twenty-two nominees for the Award entered from six European countries representing companies from micro to large, NGOs and public sector institutions. The Award Ceremony will take place along with the European Green Office Network event – a conference called “Environmental innovation for offices”* Csaba Bodroghelyi, the Manager of the European Green Office Network: “Greening on offices can be a stepping stone in motivating top management to transfer good green practices elsewhere in the company.” “It is important to support the implementation of green practices in offices as part of a sustainable economic development, because the service sector represents more than 90 % of employment in Brussels, and more than 70 % in Belgium”, stated Jan De Brabanter, the Deputy Secretary General of Brussels Chamber of Commerce.
Target audience	anyone
Public	Event is open to the public
Contact Information	Marcel Van Meesche from 21 Solutions : 02 502 99 93 or marcel@21solutions.eu
Time and place	22nd November 2013, Brussles, BELGIUM