

## Preamble

The vision of the International Centre for Integrated Mountain Development (ICIMOD) is that the people of the Hindu Kush Himalaya (HKH) enjoy improved wellbeing in a healthy mountain environment. ICIMOD believes in a future where the region's mountain people can experience enhanced livelihoods, equity, and social and environmental security; where they can adapt to environmental, socioeconomic, and climate change; and where future generations of mountain and downstream populations can enjoy the benefits and opportunities afforded by the region's natural endowment.

The Hindu Kush Himalaya are an important source of vital ecosystem services and play a significant role in the region's overall economic development, the protection of critical environments, and the wellbeing of over 210 million people in the mountains and 1.3 billion people living downstream. ICIMOD promotes economic and environmental activities that benefit people in the region in terms of the provision of water for drinking and irrigation, clean energy, flood control, minerals, food security, timber and non-timber forest products, biodiversity conservation, recreation, and sustainable forest management for carbon sequestration and climate change mitigation.

Environmental sustainability is a fundamental tenet of ICIMOD's mandate, and is reflected both in terms of the focus of the Centre's activities as well as in its compliance with relevant international and regional environmental agreements and obligations. ICIMOD also intends to minimize its own environmental impact by improving the environmental sustainability of its operations. This policy has been formulated to support these efforts.

## Policy statement

As an organization actively involved in the sustainable development of mountain ecosystems, ICIMOD is aware of the environmental impacts of its own operations. Through a commitment to continuous environmental improvement, ICIMOD's aim is to ensure that its operations are undertaken in such a manner as to have minimum impact on the environment. For this, ICIMOD has adopted this Environmental Management Policy, which will help ensure environmentally friendly practices are practised in the overall operation of the Centre.

ICIMOD believes that this commitment can best be delivered through the following policy objectives:

- Reducing the consumption of resources per unit staff member and improving efficiency in the use of these resources.
- Minimizing the waste generated from operations and managing waste according to the principles of 'reduce, reuse, and recycle'.
- As far as possible, purchasing products and services that do the least damage to the environment and encouraging others to do the same. Similarly, assessing the environmental impact of any new processes or products we intend to introduce in advance.
- Creating an environment that encourages staff to identify and participate in sustainability initiatives.
- Providing staff with sufficient training, instruction, information, and supervision to develop and encourage environmental awareness.
- Setting measurable targets to assist with ICIMOD's goal of continuously improving its environmental performance.
- Ensuring that ICIMOD's legal duties and statutory obligations as required by any applicable environmental legislation are complied with at all times.

- Ensuring that ICIMOD's partners are also provided required orientation or training on the Environmental Management Plan.

ICIMOD recognizes that these environmental objectives can only be achieved through the commitment and cooperation of all staff. In practical terms, this means a willingness of all employees to demonstrate a commitment to the achievement of our environmental objectives through the implementation of, and adherence to, this Policy.

## Key focus areas

As per the environmental assessment conducted in the first half of 2014, our activities have been found to have environmental impacts in the areas of energy consumption, water consumption, solid and liquid waste, and official air travel.

Specific environmental impacts include:

- emissions resulting from the consumption of energy generated using fossil fuels (petrol, diesel, and LPG)
- emissions from national and international air travel of employees
- emissions from organic solid waste
- resource depletion resulting from the use of office resources like paper and plastics
- depletion of water resources

## Institutional target

In line with the above policy statement, ICIMOD aims to reduce its carbon footprint per unit staff by 3% of its current level, annually.

To achieve the target, the Centre's carbon footprint will need to be reduced in key environmental areas like energy consumption and official air travel. Hence, the energy consumption per unit staff and the official air travel per unit staff should be reduced by at least 3% annually until it reaches a reasonable level. ICIMOD shall establish monitoring mechanisms to ensure that all elements of this Policy and its targets are being implemented where relevant. The Centre will also periodically review and update this policy and its targets. An Environmental Management Plan will be prepared, which will provide detailed baseline data and plans for ensuring compliance with this policy.

## Delivery

ICIMOD recognizes that the delivery of improved environmental performance is a collective effort that

relies on the commitment and effort of staff across the organization. The following key areas of responsibility are:

The Senior Management Team is responsible for integrating environmental and sustainability considerations into the operations of ICIMOD. They will also initiate a process for the development and implementation of environmentally friendly systems.

The Administration Officer is responsible for establishing operational procedures and data gathering activities that will deliver the targets set out in this policy. In particular, measuring and recording our environmental performance indicators and analysing these against objectives. Individual employees will be provided with guidelines to responsibly act in accordance with this policy.

## Monitoring and performance review

ICIMOD is committed to a process of continually improving its environmental performance, so far as is reasonably practicable. It recognizes that auditing is an essential component in measuring and validating the organization's compliance with legal requirements and its organizational objectives.

To secure these objectives the following activities will be undertaken:

- The Administration Officer will provide the Senior Management Team with an environmental update annually, which will include reviewing this policy and setting new environmental targets.
- The Director of Administration and Finance will submit an annual report on the Centre's environmental performance to the Board.
- Environmental performance will be subject to review by ICIMOD's internal auditors at regular intervals to be agreed by the Senior Management Team. ICIMOD is committed to using audit results to improve its environmental performance.
- Undertake an annual organizational environmental audit and carbon footprint assessment.

## Environment management plan, baseline data and recommended actions

For the implementation of this Environmental Management Policy, a detailed Environmental Management Plan will be developed, which specifies how the policy will be implemented in terms of targets and the staff responsible for delivering these targets. The plan will include required baseline data with recommended actions for the responsible functions.