

**EMAS Environmental Statement**  
by the  
**European Monitoring Centre for Drugs and Drug Addiction (EMCDDA)**  
for 2024

Observation period January 2019 - December 2023



## About this report

This environmental statement provides stakeholders and the public with information on the EMCDDA's environmental performance and activities for January to December 2023 and it is the first certified environmental statement presented by EMCDDA. Its aim is to raise awareness of our environmental management policies and to submit data not older than six months for the Eco-Management and Audit Scheme (EMAS) registration of the EMCDDA.

This document has been drafted in accordance with the EMAS III Regulation<sup>1</sup> and is available on the EMCDDA website<sup>2</sup>.

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<sup>1</sup> Commission Regulation (EU) 2018/2026 of 19 December 2018 amending Annex IV 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) 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 allowing voluntary participation by organisations in a Community eco-management and audit scheme (EMAS).

<sup>2</sup> [https://www.emcdda.europa.eu/about/sustainability-at-the-emcdda\\_en](https://www.emcdda.europa.eu/about/sustainability-at-the-emcdda_en)

## Contents

About this report.....	2
Foreword .....	5
Executive summary.....	6
1. Business and environmental context .....	7
1.1. Scope of EMAS/ISO14001 application .....	8
1.2. The EMCDDA organisational chart, status and premises .....	8
1.3. EMCDDA headquarters .....	10
2. The EMCDDA's environmental policy.....	12
3. Environmental management system.....	13
3.1. Environmental management .....	13
4. Staff involvement: raising environmental awareness.....	14
5. Legal requirements related to the environment .....	17
6. Environmental aspects.....	19
6.1. Assessment of the significance of environmental aspects and impacts.....	19
6.2. Methodology.....	19
7. Environmental impacts.....	21
8. Strategy 2021–2025.....	24
9. Performance details and trends .....	24
9. 1. Implementation of the strategic goals .....	25
9.2. Managing the EMCDDA premises .....	25
Sealed surface areas .....	25
Electricity consumption .....	25
Photovoltaic solar panels.....	28
Gas consumption .....	29
Water consumption .....	30
Material efficiency .....	32
Paper consumption.....	32
Waste management.....	32
Batteries.....	34
Cooling liquids.....	34
9.3. Operational goals .....	34
Missions .....	34
Private transport to work.....	35
Official cars and generators.....	36
The overall distribution of CO <sub>2</sub> by category .....	38
10. Environmental programme 2024.....	41
Strategic goals for 2024 .....	41
Managing the EMCDDA premises .....	41

Operational goals .....	42
Training Plan .....	42
Goals not implemented during 2023 moved into 2024 .....	42
11. Declaration signed by environmental verifier .....	42



## Foreword

The EMCDDA is fully committed to protecting the environment, both in its audit activity and in its administrative management. The number of audits related to environmental issues and the implementation of the 17 UN Sustainable Development Goals continues to increase year on year. In April 2022, I decided to obtain certification under the Eco-Management and Audit Scheme (EMAS), demonstrating our continued commitment since the adoption of our environmental policy in 2014 and in its updated version of 2023.

The COVID-19 pandemic had a strong impact on the EMCDDA's activities, resulting in an unexpected positive influence on our environmental performance. Some measures taken during the pandemic have been made permanent, creating a new hybrid way of working. In the coming months and years, we will need to take stock of these changes and reflect on how they can help us to use our buildings more efficiently. We will also need to pay attention to preserving these environmental gains as we resume our activities.

The European Green Deal establishes an ambitious target of net-zero greenhouse gas emissions in Europe by 2050. The EMCDDA is also reflecting on its longer-term environmental strategy with the goal to become a carbon-neutral administration by 2026. Our [action plan for 2021-2025](#) reflects this ambition.

I hope that this statement will give you an overview of the work we have done, thanks to both the individual and collective efforts of all our colleagues. I would like to thank them very much for their active support, and I am confident that we will continue to make progress together in the coming years, furthering our joint commitment to protecting the environment.

Alexis Goosdeel

Director

## Executive summary

Our environmental results for the observation period January to December 2023 are still affected by the move to a partial Teleworking policy implemented during the COVID-19 pandemic, as shown in Table 1. For the purpose of presenting the interim environmental report, the available 2023 data related to the time period January to September is extrapolated to a 12-month period to give a projection of the tendency for the entire year.

TABLE 1. Summary of extrapolated environmental results in 2023

2023 indicators with 131.4 full-time equivalent (FTEs)		Compared to 2022 with 130 FTEs	Compared to 2021 with 119 FTEs
Electricity	3.74 MWh/FTE	4.46 MWh/FTE (-19.07 %)	4.46 MWh/FTE (-19.07 %)
	105.78 TOE	124.60 TOE (-17.79 %)	114.11 TOE (-7.87 %)
	0.000 tonnes CO <sub>2</sub> /FTE	0.000 tonnes CO <sub>2</sub> /FTE	0.000 tonnes CO <sub>2</sub> /FTE
Gas	2.49 TOE	3.70 TOE (-48.59 %)	3.43 TOE (-37.75 %)
	0.018 tonnes CO <sub>2</sub> /FTE	0.026 tonnes CO <sub>2</sub> /FTE (-53.99 %)	0.027 tonnes CO <sub>2</sub> /FTE (-57.35 %)
Water	11.484 m <sup>3</sup> /FTE	13.246 m <sup>3</sup> /FTE (-15.34 %)	15.353 m <sup>3</sup> /FTE (-25.20 %)
Waste	0.014 tonnes CO <sub>2</sub> /FTE	0.017 tonnes CO <sub>2</sub> /FTE (-23.54 %)	0.008 tonnes CO <sub>2</sub> /FTE (+68.58 %)
Transport (O+P)	0.98 TOE O	1.06 TOE O (-8.37 %)	0.97 TOE O (+0.62 %]
	0.544 tonnes CO <sub>2</sub> /FTE O+P	0.550 tonnes CO <sub>2</sub> /FTE O+P (-1.08 %)	0.366 tonnes CO <sub>2</sub> /FTE O+P (+48.86 %)
Missions	1.997 tonnes CO <sub>2</sub> /FTE	1.066 tonnes CO <sub>2</sub> /FTE (+87.26 %)	0.226 tonnes CO <sub>2</sub> /FTE (+882.65 %)
	1.997 tonnes CO <sub>2</sub> /FTE were offset	No CO <sub>2</sub> offset	No CO <sub>2</sub> offset

Note: [Conversions into tonnes of CO2 were made using the calculation software: https://co2.myclimate.org/en/company\\_calculators/new](https://co2.myclimate.org/en/company_calculators/new)

Abbreviations:

FTE, full time equivalent of a staff member;

TOE, tonnes of oil equivalent;

(O), official transport;

(P), private transport.

The percentages in brackets show the increase or decrease of the value compared to the 2023 result.

Energy consumption continues to decrease as a result of decreased building use and the continuation of certain measures applied during the pandemic (reduced operating time of ventilation systems). The installation of photovoltaic solar panels has additionally reduced energy consumption from the power grid. The CO<sub>2</sub> avoided by producing electrical power in house was used to offset the Agencies CO<sub>2</sub>.

The use of gas, water, as well as private and official transport, decreased compared to 2021, when the agency was in full lockdown from February till December. This is due to the larger number of persons in the building. The Key Performance Indicator target of a reduction in overall utility costs compared to 2019 was achieved in 2023.

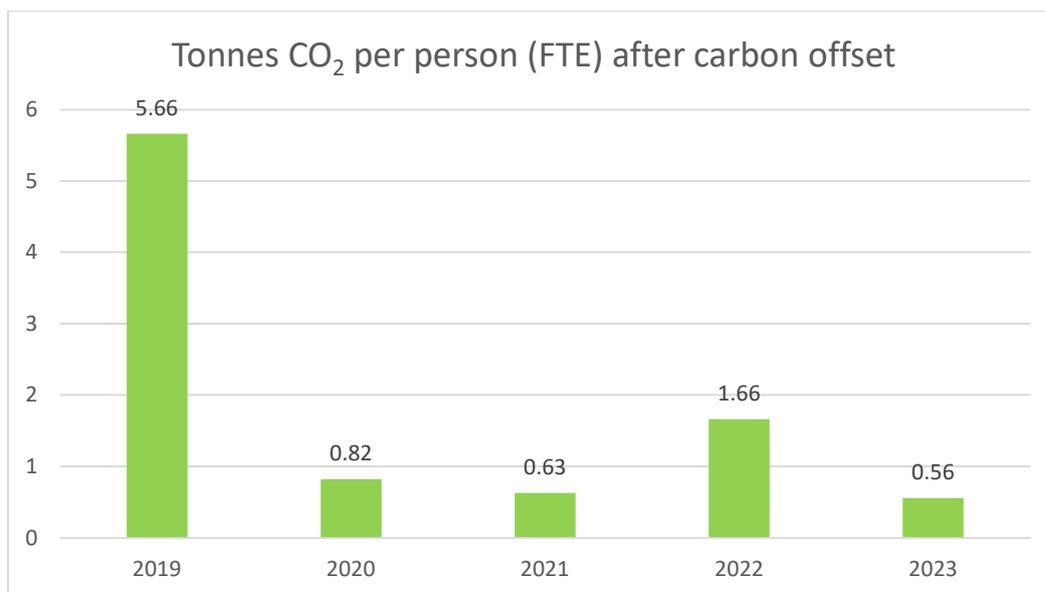
Waste increased considerably due to more visitors and events on the premises.

Business trips have resumed, and have returned to pre-pandemic levels.

In October 2021, the EMCDDA Director decided to make teleworking arrangements permanent, allowing staff to telework for up to 12 days each month. Thus, decision had a positive impact on our emissions in the long term.

The EMCDDA decreased its carbon footprint in 2023 due to a further reduction in its transport, gas and waste related carbon. Compared to the pre-COVID-19 data from 2019, the 2023 performance with 0.56 tonnes CO<sub>2</sub> per person is considerably lower than the 5.66 tonnes CO<sub>2</sub> per person.

FIGURE 1. Tonnes CO<sub>2</sub> per person from 2019 to December 2023 after carbon offset



The environmental targets and objectives set for 2023 have been met. The excellent result of 0.56 tonnes of CO<sub>2</sub> per FTE was achieved after the carbon offset of 262.37 mission related tonnes of carbon and the photovoltaic solar power reduction of 2.373 tonnes of carbon was applied.

### 1. Business and environmental context

The European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) was established by Council Regulation (EEC) No. 302/93 of 8 February 1993 and it is one of the EU’s decentralised agencies.

The EMCDDA exists to provide the EU and its Member States with a factual overview of European drug problems and a solid evidence base to support the drugs debate. Today it offers policymakers the data they need for drawing up informed drug laws and strategies. It also helps professionals and practitioners working in the field pinpoint best practice and new areas of research. More information about the agency and its structure and activities can be found on the EMCDDA website: [EMCDDA home page | www.emcdda.europa.eu](https://www.emcdda.europa.eu).

**The EMCDDA’s mission:** The EMCDDA supports EU and national policymaking by providing evidence-based information on drugs, drug addiction and their consequences.

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NACE CODE: 99.00 and CAE: 99 000

### 1.1. Scope of EMAS/ISO14001 application

The scope of the EMCDDA's application of EMAS covers all environmental aspects of the EMCDDA's activities, areas and items derived from the agency's tasks, as stipulated in the Founding Regulation and detailed in the [EMCDDA's five-year strategy](#) and associated annual Single Planning Document (SPD). The five-year strategy aims to achieve carbon neutrality for the agency by the end of 2025.

The EMCDDA's work encompasses two types of activities with environmental impact.

A major part of the EMCDDA's work is of an **office-based, administrative, and technical** character. The agency provides its support largely through information, consultation, coordination, inspection and data system management. Digitalisation is in full progress; digital services and the amounts of streamed and processed data handled by the agency are constantly growing. The EMCDDA conducts this work with its own staff of approximately 110 employees, who have their own office workspace for daily work in the EMCDDA's office building in Lisbon, Portugal. This work is complemented by outsourced work, products and services procured from contractors or agreed with other EU bodies. Some contracted personnel work daily or regularly in the EMCDDA building. This administrative and technical business creates the typical environmental impacts of an office-based public administration, in combination with operating a number of small to medium-sized meeting rooms and an in-house data centre (and its duplication as a business continuity facility abroad).

The EMCDDA's core task of **visits to** public health, drug control and security-related authorities and organisations worldwide result in regular business trips (missions) by staff. Furthermore, the EMCDDA organises many **training courses**, workshops, conferences, and other events at its premises and abroad, involving participants from across the EU, as well as from IPA<sup>3</sup>, ENP<sup>4</sup> and COPOLAD<sup>5</sup> countries. The support provided to the European Commission services and the interaction with other EU bodies, such as other EU agencies, the European Parliament and the EU Council, also requires that EMCDDA staff travel frequently to Brussels. These activities generate the standard environmental impacts resulting from travel by EMCDDA staff and event participants.

**Sustainability** is a key pillar of the EMCDDA's five-year strategy (2021-2025) and is firmly embedded in the processes of the agency. Under its mandate, the EMCDDA works in the health and security domains, even so the EMCDDA's mandate does not include environmental tasks, the agency is striving towards the UN's sustainable development goals for climate change and Europe's ambition to be a climate-neutral continent by 2050.

**The EMCDDA's five-year strategy and Single Programming Documents** (published on its [website: EMCDDA home page | www.emcdda.europa.eu](#)) are steered and adopted by the Management Board, made up of representatives from the 27 EU Member States, Norway, Turkey and the European Commission.

### 1.2. The EMCDDA organisational chart, status and premises

The EMCDDA's organisational chart EMCDDA can be found at <http://emcdda.europa.eu/about/organization.html>

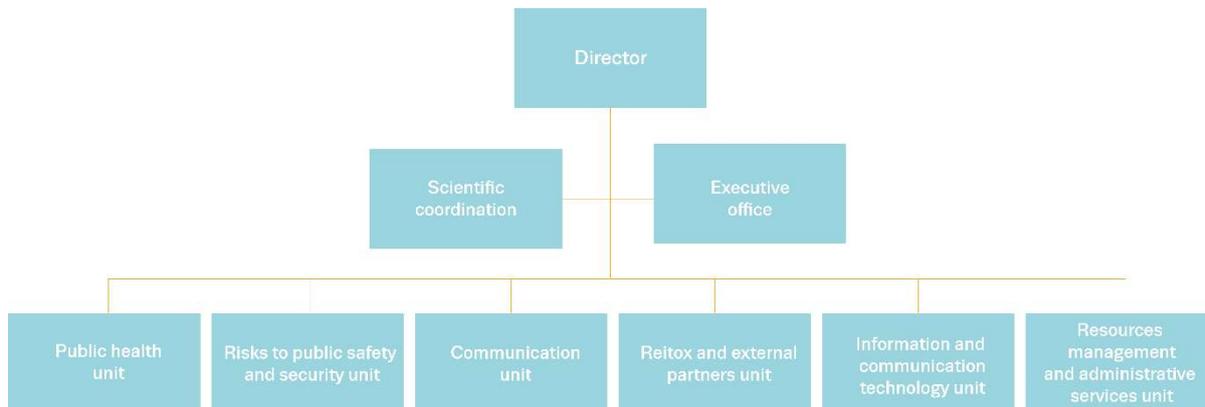
The EMCDDA's organisation is structured as shown in Figure 2.

<sup>3</sup> Instrument for Pre-Accession Assistance (IPA). For more information see the EMCDDA [website](#).

<sup>4</sup> European Neighbourhood Policy (ENP). For more information see the EMCDDA [website](#).

<sup>5</sup> Cooperation Programme between Latin America, the Caribbean and the European Union on drug policies (COPOLAD). For more information see the EMCDDA [website](#).

Figure 2. The organisational structure of the EMCDDA



The EMCDDA’s status and seat in Lisbon is the subject of a diplomatic agreement with the Republic of Portugal and a lease agreement with the Port of Lisbon (APL) as the owner of its premises. The EMCDDA has quasi-diplomatic status, similar to an embassy; it is located within a special jurisdiction of the Port of Lisbon regarding land ownership and usage.

The EMCDDA owns and operates two vehicles (one hybrid car as official car and a second car that will be replaced by an electric vehicle as service vehicle in 2023) for driving services for its Director, senior management, high-ranking guests, group transfers, movement of equipment and logistics needs.

The EMCDDA’s headquarters consists of one main office building and an adjacent office building with a canteen that is partially rented by a private entity. The two buildings occupy a total of approximately 1 500 m<sup>2</sup> of land beneath them, resulting in a sealed surface. An underground parking where the EMCDDA rents 61 parking places is located underneath Praça Europa. The EMCDDA buildings are part of a larger EU complex built around Praça Europa, which also includes the office building of the European Maritime Safety Agency (EMSA) and a conference centre. The canteen, the conference centre and parking area are jointly used by EMSA and the EMCDDA. The EMCDDA is incorporated into APL’s waste disposal scheme across Lisbon’s harbour and shoreline zone.

The EMCDDA is located in downtown Lisbon, directly on the Tagus riverfront. It sits between the urban-green Ribeira das Naus historical shipyard park with Lisbon’s central square Terreiro do Paço and the public transport hub at Cais do Sodré. Stops of river ferry lines, the suburban train line, a metro line, various tram and bus lines, two major cycle lanes and a taxi station are within a 200 m distance of EMCDDA.

The EMCDDA’s office building has three floors, the ground floor with a total area of 1 100 m<sup>2</sup> and the two upper floors of 900 m<sup>2</sup> each. Equipment to serve the building (including solar panels) is installed on one part of the flat roof, while the other part of the roof is used as a technical area for the air conditioning system. The entire main building contains 4 400 m<sup>2</sup> of floor space without the garage area. The main building is rated as energy performance class C and is controlled by a Siemens building management system; the ‘Palacete’ building is rated as energy performance class C. The Palacete building, occupying 500 m<sup>2</sup> of ground space, has three floors above the ground, and one floor below ground with 700 m<sup>2</sup>. Altogether, it contains 2 200 m<sup>2</sup> of floor space.

In 2023, on average, the number of people assigned to the main EMCDDA building and the Palacete was 131.4 FTE. This is comprised of 107 staff, 10 trainees or study visitors, 7 contractors and in average 7.4 visitors per work day with a total of 1 487 visitors divided by 200 work days.

Lisbon’s climate is characterised by sunny, hot summers and mild winters. Every year, the largest amount of electricity is consumed in July/August, when the cooling of the main building by a chiller-fed

central air-conditioning system is used at maximum capacity. The second largest amount of electricity is used between December and March for heating purposes.

In the main building, the EMCDDA operates a data centre, several medium-sized meeting rooms and a training room. In the Palacete, the canteen as well as several meeting rooms are used.

Energy, water, and space consumption of the main and adjacent building are measured separately.

### 1.3. EMCDDA headquarters

The EMCDDA has identified its **interested parties** as resulting primarily from its health and security business, its status as an EU body and as an employer, and from the location of its headquarters.

The EMCDDA's major **stakeholders** as immediate clients are the **national health and security authorities and services** of the 27 EU Member States (as represented in the EMCDDA's Management Board), Norway and Turkey, and the **European Commission**, as well as IPA, ENP and COPOLAD/Latin America countries and other EU agencies and organisations. As an **EU** body, the EMCDDA is expected by the **EU institutions, EU Member States and EU citizens** to apply all of the EU's environmental policies and recommendations, and to perform in an exemplary way that is also visible to EU citizens both in its host country and throughout the Union.

The **Authority of the Port of Lisbon**, as owner of the EMCDDA's building, is another stakeholder in this framework. A major interested party is the **City of Lisbon**, which has invested strongly in the modernisation and greening of the riverfront neighbourhood area – Ribeira das Naus – around the EMCDDA.

The EMCDDA also sees the **scientific research community** as an important stakeholder.

The EMCDDA seeks to form strong links and local cooperation projects with these stakeholders (see Table 2).

TABLE 2. Stakeholders

Stakeholders whose intervention impacts the EMS of EMCDDA	Int / Ext	Relevant stakeholder requirements, needs or expectations	Compliance Obligation? [Y/N]	Monitoring of feedback	Results of feedback
European Commission (EC) and other EU bodies	Internal	Execution of tasks and activities in accordance with guidelines, regulations, legal acts, agreed terms of reference and specific requirements that the EC /others may express for specific activities.	Y	Comments provided in GRA* Reply to EMAS related issues	Satisfactory audit results
Management Board	Internal	Execution of activities in accordance with the legal acts, guidelines and regulations stipulated, the agreed strategy and the associated implementation plans and / or methodologies.	Y	Comments provided in the GRA*	Positive results of activities – approval of GRA. Approval of the new Strategic Plan.
Staff	Internal	Work environment according to health and safety rules. Work environment that expresses concerns for the environment, consistent with the agency's mission. Work environment that provides forms and means of participation.	Y	Comments provided on the activities, actions and information disclosed. Feedback to invitations to participate (ideas, suggestions, concerns, etc.).	Staff feedback to HumHub presentation: ideas provided by email.
PT authorities	External	Compliance with legal requirements. Compliance with bilateral contracts and agreements. Timely communication.	Y	Compliance with legal requirements. Compliance with established legal deadlines. Results of periodic inspections and audits.	No notifications for non-compliance.
APL / CML	External	Compliance with legal requirements. Compliance with bilateral contracts and agreements. Timely communication.	Y	Compliance with legal requirements. Compliance with established legal deadlines. Results of periodic inspections and audits.	No notifications for non-compliance.
Contractors	External	Work environment in accordance with health, safety and environmental rules. Compliance with the contract and payment terms.	N	Results of periodic inspections and audits.	No notifications for non-compliance. Renewed interest in procurements.
PT + EU public/media (inc neighbours)	External	Behaviour of the organization consistent with its mission. Considering concrete impact on neighbours.	N	Comments, requests for information / clarifications, complaints.	Replies to requests for information received by email. No complaints received after replies.
Scientific research community	External	Behaviour of the organization consistent with its mission. Considering concrete impact on community.	N	Comments, requests for information / clarifications, complaints.	Replies to requests for information received by email. No complaints received after replies.

\* [General Report of Activities:](#)

[General Report of Activities 2022 – key achievements and governance: a year in review | www.emcdda.europa.eu](#)

The EMCDDA engages in dialogue with its stakeholders through multiple forums, working groups and technical meetings. Further interested parties, notably those related to the EMCDDA's location in Lisbon and the agency's most relevant contractors, have been invited to specific, open dialogues on environmental matters according to a greening communication plan as laid out in EMAS\_Doc\_10\_Environmental Communication and Awareness Procedure of the [EMCDDA Manual of the Environmental Management System](#).

## 2. The EMCDDA's environmental policy

The EMCDDA developed its first environmental policy (as adopted on 4.6.2014, Decision DEC/DIR/2014/08) to apply an environmental management system in 2014. After nine years of being in place, the environmental policy was updated to reflect the EMAS registration of the EMCDDA (as adopted on 16.03.2023, Decision DEC/DIR/2023/007)<sup>6</sup>.

The Environmental Policy states, that the EMCDDA:

In view of the EU's commitment to the environment, notably through the European Green Deal, the EMCDDA has a special responsibility to avoid pollution and continually reduce the environmental impact of its own activities.

The EMCDDA will therefore apply an environmental management system to all its activities, in line with the EU's EMAS Regulation and ISO 14001, under which the EMCDDA is committed to:

- prevent and minimise pollution and the environmental impact of everyday work
- continuously improve the individual and collective environmental performance
- establish environmental objectives and tasks, defining clear responsibilities and openly providing information
- comply with all environmentally relevant legislation and obligations, as well as with voluntarily assumed obligations, namely under the EMAS and ISO14001 frameworks.

More specifically, the EMCDDA is committed to:

- minimise carbon dioxide emissions
- promote the efficient use of energy and minimise electricity consumption
- apply environmental criteria in its public procurement procedures
- minimise use of paper
- minimise the production of waste and optimally manage its waste
- encourage, train and involve staff to achieve these goals.

The EMCDDA undertakes to implement and pursue this Environmental Policy, in line with its environmental principles. The Centre will regularly and transparently communicate this Policy and measures 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 policy and the environmental management system shall apply to all of the EMCDDA's activities, premises and equipment in Lisbon.

As adopted on 16.03.2023, Decision DEC/DIR/2023/007.

In 2022, the Director decided to obtain EMAS and ISO 14001 certification. The EMCDDA undertakes to implement and pursue this environmental policy, in line with the principles listed above. The

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<sup>6</sup> [https://www.emcdda.europa.eu/publications/ad-hoc-publication/environmental-policy-2023\\_en](https://www.emcdda.europa.eu/publications/ad-hoc-publication/environmental-policy-2023_en)

EMCDDA will regularly and transparently communicate this policy and its implementation to staff, stakeholders, contractors and any other interested parties.

Environmental commitments must translate into specific measures that take into consideration the impact on human, material and financial resources.

This policy and the environmental management system shall apply to all EMCDDA activities, premises and equipment in Lisbon and elsewhere.

### **3. Environmental management system**

The EMCDDA decided to work towards the EMAS certification as a step in its commitment to becoming environmentally sustainable. All EMCDDA activities come under the scope of its environmental management system.

The EMCDDA has been assessing its entire business activities in an environmental context analysis, as part of the Environmental Report since 2014.

#### **3.1. Environmental management**

Since moving into its current headquarters in 2009, the EMCDDA has taken multiple environmental measures, and has already achieved a good performance standard in many aspects.

Such measures were already implemented and included:

- promotion of videoconferences instead of face-to-face meetings
- use of 100 % renewable energy
- installation of solar panels
- application of protective solar films on the windows contributing to reduction of energy usage
- replacement of light bulbs by LEDs in the garage, offices and corridors
- modification of the air-conditioning system: separation of installations by period of use
- sliding doors to avoid heat losses at the entrances to the building
- lighting of corridors: 1/3 of lamps switched on
- automatic motion detectors for office lighting and kitchenettes
- reduction of paper use by digitalisation
- reduction of number of in-house printers and use of rented copy machines in the corridors
- banning single-use plastics
- replacing plastic single-use water bottles for meetings with glass jars and glass cups
- separation and recycling of waste, including electrical equipment from staff
- provision of aluminium water bottles and ceramic coffee cups to all staff
- installation of filtered water dispensers in all kitchenettes
- installation of electric bicycle chargers in order to promote alternative ways of commuting
- installation of charging stations for electric and hybrid cars
- participation in a green team building day, where a beach-cleaning exercise was organised
- greening information on the EMCDDA intranet to maintain staff involvement in the project

- participation in the Interagency Greening Network of the EU Agencies.

The EMCDDA has been holding annual environmental reporting exercises since 2014. A first environmental review was conducted in 2022 with a view to registering under the European EMAS, as provided by the revised Regulation (EC) No 2017/1505 ('EMAS III') and ISO 14001. Responding to its results and analysis, a dedicated environmental management system (EMS) was developed.

The EMS follows the classic ISO cycle of 'plan, do, check, act' for continuous improvement and sets five environmental management processes: A – strategic management; B – environmental and operational management; C – environmental management system improvement; D – HR management; E – equipment and infrastructure (facilities management). For each process, the EMS sets out expected inputs, activities and outputs. In annexes of complementing procedures, specific responsibilities and an aspects/impacts/objectives/actions matrix provide the details of 'what', 'how', 'who', 'when'.

Environmental responsibilities are laid down for specific job- or project-responsible staff in all the EMCDDA's business areas, and at all levels of its hierarchy. The members of the Working Group on Environment (WGoE) have been trained and appointed to function as envoys across all EMCDDA units. In addition, the EMCDDA's environmental policy and the EMS bind and involve all EMCDDA staff in the entire environmental apparatus of action and procedures, wherever the individual might be concerned. A quick-reference guide on the essentials of the EMCDDA's greening is communicated to all staff; access to essential data and analysis on the EMCDDA's environmental performance is available in a transparent manner on the agency's intranet.

The horizontal WGoE coordinates environmental activities across the agency in each business unit. Staff in the WGoE have been trained in environmental management on the EMAS/ISO14001 system.

Following the Green Public Procurement guidelines, EMCDDA procurement takes environmental principles into account, and environmental considerations are set as requirements in tender specifications. Tenderers must comply with these requirements and fulfil the criteria to be awarded contracts. The EMCDDA gives staff involved training in green procurement.

#### **4. Staff involvement: raising environmental awareness**

The EMCDDA has made significant efforts to engage and involve its staff in its greening initiatives. The major pillars for this are:

- a) representative structure of WGoE members across all EMCDDA units;
- b) regular information and activity promotion to all EMCDDA staff.

EMAS is part of the EMCDDA's induction and welcome programme, during which new employees are pointed to the EMCDDA's greening policy, the EMAS application and information on greening present on the EMCDDA's intranet and internet.

Information on greening matters and the promotion of activities are disseminated to staff through a variety of active and passive communication channels.

Staff have access to information on greening via a designated, permanent section in the agency's intranet, as well as in the form of regular news flashes and newsletters. By inviting staff to contribute through sending input to the greening email address, and/or addressing the units' WGoE members, this passive information seeks to encourage active staff participation.

For active communication, promotion and activation of staff, the EMCDDA holds all-staff meetings, runs team-building days and offers participation in targeted actions.

As early as in 2006 the EMCDDA held an all-staff kick-off greening meeting, inspired by being a founding member of the European Interagency Greening Network.

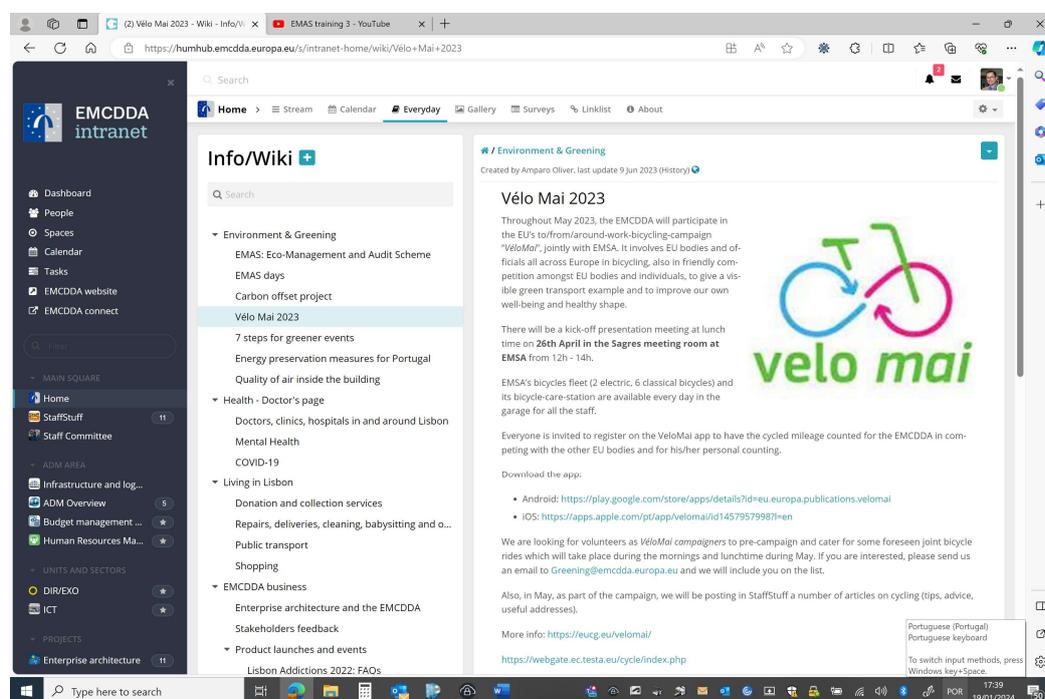
The EMCDDA's appointed members of the WGoE established another pillar of permanent contact with all staff at the unit level. All staff are encouraged to contact the WGoE in any matter related to greening. They should bring up greening as a topic in unit meetings and at other appropriate occasions at unit level, in order to encourage participation and to promote greening initiatives.

Furthermore, the WGoE and specifically tasked staff members function as a task force to deal with specific greening topics. The staff involved represent and originate from every department of the EMCDDA and report through this group to management.

Various meetings of the WGoE were held online, enabling work towards fulfilling EMAS and ISO14001 to progress across the EMCDDA. Two communication outreach programs were decided and implemented by the WGoE.

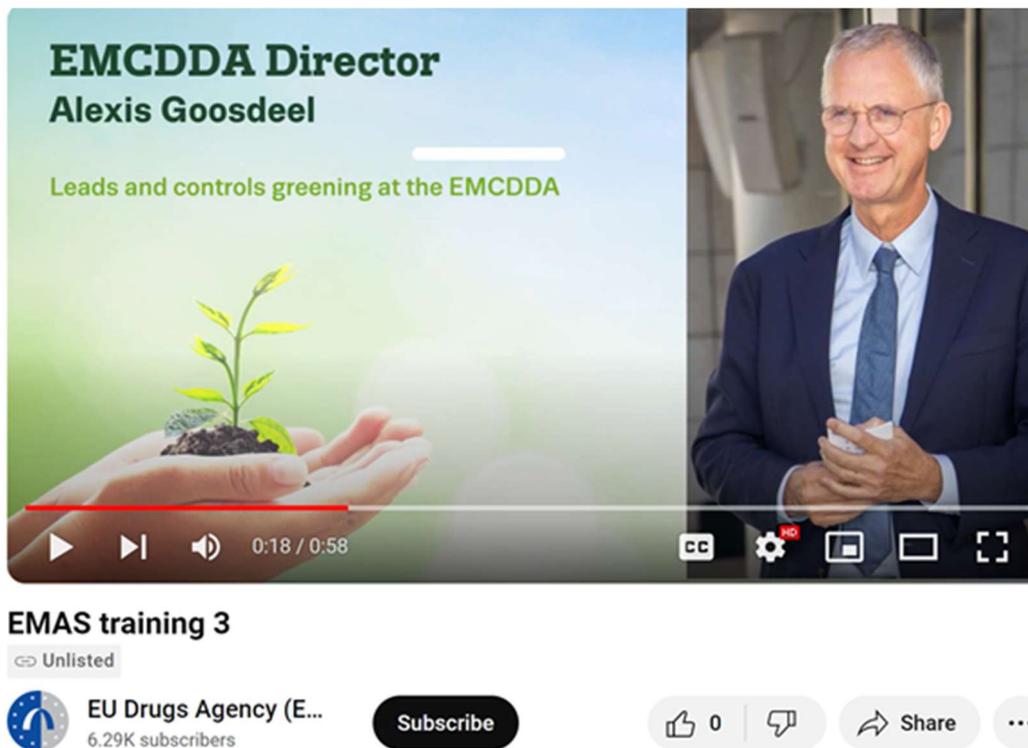
The EMCDDA participated in VeloMai 2023 together with EMSA. Throughout May 2023, the EMCDDA participated in the EU's to/from/around-work-bicycling-campaign "VéloMai", jointly with EMSA. It involves EU bodies and officials all across Europe in bicycling, also in friendly competition amongst EU bodies and individuals, to give a visible green transport example and to improve our own well-being and healthy shape.

FIGURE 3. Publication in Humhub - VéloMai



A series of 6 YouTube clips were developed to explain EMAS and the EMCDDA strategy to become carbon neutral and launched during the first six months of 2023. Each clip was accompanied by a survey related to the content of the clip. In average there were 91 viewings per clip and 58 responses to the survey.

FIGURE 4. Example of a video clip from EMAS training 3



Following the participation results of 91 views for the clips and surveys, the WGoE organized an “EMAS week” to reach out to staff and contractors that had not participated in the clips and surveys. For one week in November the GCO and MRG were holding presentations on EMAS in the reception area before the lunch break. A total of 24 staff members joint the presentations.

FIGURE 5. Greening@EMCDDA – Join the EMAS days!



## **5. Legal requirements related to the environment**

The EMCDDA's legal framework is based on EU law and on Portuguese law. In terms of the direct environmental impacts of the agency's operations, the relevant regulations for compliance purposes are those related to atmospheric emissions, energy, fluorinated greenhouse gases, Sustainable Development Objectives (ODS), waste, water, fire safety, sound emissions and environmental responsibility. For indirect impacts, the relevant regulations are mainly those related to environmental information management and public procurement. The relevant regulations and the EMCDDA's compliance with them are reviewed on a regular basis.

TABLE 3. Legal requirements

Theme	Diploma DOC	Evidence Observations
Atmospheric emissions	DL nº 144/2012 DL No. 39/2018	EMCDDA has two vehicles with the Periodic Inspection up to date. The organisation only has emergency generators in this scope, which are explicitly excluded from this statute (Art.2 a)). Main building power generator: 220KVva; Garage Power Generator 220KVva and Palacete power generator 220KVva.
Energy	DL No.740/74 DL No.303/76 DL No.446/76 Portaria No.228/90 Portaria No.949-A/06 DL No.72/2007 Despacho No.17313/2008 DL No.71/2008 DL No.68-A/2015 DL No.96/2017 DL No.101-D/2020 DL No.102/2021	DL No. 68-A:2015 – The main building and the Palacete were audited in 2023 and have their respective certificates on display (level C). DL No. 71/2008 - Applicable only in case of annual consumption above 500 TEPs.  EMCDDA's annual energy consumption is below 500TEP's: 2021 total: 114.11 TEPs 2022 total: 124.60 TEPs 2023 total: 105.78 TEPs  Electric power consumption for all three meters 2021 – 530 727 kWh 2022 – 579 544 kWh 2023 – 491 995 kWh  Electricity from 100 % renewable energy sources contracted: 2021 - 0 Kg CO <sub>2</sub> 2022 - 0 Kg CO <sub>2</sub> 2023 - 0 Kg CO <sub>2</sub>  DGEG Registration applicable.  Natural Gas consumption in Palacete 2021 – 3.43 TEPs 2022 – 3.70 TEPs 2023 – 2.49 TEPs  EMCDDA has two vehicles. One electrical (purchased in mid-2023) and one Hybrid Diesel (purchased in 2022): Periodic Inspection up to date. Diesel consumption 2021 – 0.97 TEPs 2022 – 1.06 TEPs 2023 – 0.98 TEPs
Fluorinated Greenhouse Gases	DL No. 145/2017   30 de Novembro Declaração de Retificação no. 3-A/2018 29 de janeiro Regulamento (CE) no. 573/2024 de 07 de fevereiro	The organization has a variety of equipment that uses refrigerant fluids and has equipment covered by the obligation to periodically check for leaks. The chillers are charged with R134a gas, and leak checks are carried out every six months and the respective form is prepared for CENTERM. The VRV and the splits are charged with R410a gas and the verification is carried out every 12 months and the respective sheets are prepared for CENTERM. There have been no gas leaks so far. • Qualified technician, certificate no. FLU 00097-R valid until 11/13/2025 • TDGI certified company, certificate no. SAC-025/2014 valid until 5/12/2028 • Ex: CENTERM Cards n. FLU 347 522-536 (12/2020; 06/2021) Fluorinated Gas Form - APA, communication for the year 2022 sent on 03/30/2023.  •Equipamento Clima Veneta, Mpdelo ERACS-Q/SL1162, nº. de serie 01030701/C1, fabrico em 2007, 07/09/2023 Nº. FLU 844 876, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa Mollier Engenharia Lda, Certif nº. SAC-1255/2018, R134 A, 92,95 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, Modelo ERACS-Q/SL1162, nº. de serie 01030701/C2, fabrico em 2007, 07/09/2023 Nº. FLU 844 877, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa Mollier Engenharia Lda, Certif nº. SAC-1255/2018, R 134 A, 92,95 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, Modelo ERACS-Q/SL1162, nº. de serie 01030702/C1, fabrico em 2007, 07/09/2023 Nº. FLU 844 874, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa Mollier Engenharia Lda, Certif nº. SAC-1255/2018, R 134 A, 92,95 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, Mpdelo ERACS-Q/SL1162, nº. de serie 01030702/C2, fabrico em 2007, 07/09/2023 Nº. FLU 844 875, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa Mollier Engenharia Lda, Certif nº. SAC-1255/2018, R134 A, 92,95 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Emersan, Mpdelo S07OA, nº. de serie 7084770001, fabrico em 2007, 08/09/2023, Nº. FLU 844 879, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa Mollier Engenharia Lda, Certif nº. SAC-1255/2018, R407 C, 15,97 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, , fabrico em 2007, 08/09/2023 Nº. FLU844 880, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa EMERSON, Modelo S07UA, Nº. de serie 7084810001, 2007, Certif nº. SAC-1255/2018, R07 C, 8,34 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, , fabrico em 2007, 08/09/2023 Nº. FLU 844 878, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa EMERSON, Modelo S04GA, Nº. de serie 7084830001, 2007, Certif nº. SAC-1255/2018, R07 C, 11,53 ton CO <sub>2</sub> Eq, deteção de fugas, ok •Equipamento Clima Veneta, , fabrico em 2007, 08/09/2023 Nº. FLU 844 881, José Carlos da Silva Rodrigues, Certif nº. 2648-A, empresa EMERSON, Modelo S04GA Nº. de serie 7084840001, 2007, Certif nº. SAC-1255/2018, R404 C, 11,53-ton CO <sub>2</sub> Eq, deteção de fugas, ok
ODS	DL No. 35/2008 de 17 de fev. Reg. (CE) 1005/2009 de 16 de setembro DL no. 152/2005 de 31 de agosto de 2023	A organização só possui equipamentos com gases fluorados, pelo que não possui equipamentos abrangidos por este diploma. Inspeções anuais pela empresa TDGI, empresa registada na ANPEC com o nº. 871. Relatórios anuais de intervenção arquivados na receção da Agência. Verificações trimestrais dos extintores realizadas pela empresa Extinlores registada na ANEPC com o nº. 139 (Relatórios de Manutenção mensais).
Wastewater	DL No. 236/98, alterado pela Dec. Retificação 22-C/98 DL No. 152/2017 Regulamento para Lançamento de Efluentes Industriais na Rede de Coletores de Lisboa	EMCDDA is connected to the public network – EPAL. Waste water Sanitation Service: Águas do Tejo Atlântico Water consumption 2021 – 1,827 m <sup>3</sup> 2022 – 1,722 m <sup>3</sup> 2023 – 1,722 m <sup>3</sup>
Sound emissions	DL No. 9/2007, retificado pela Declaração de Retificação No. 18/2007 e alterado pelo DL no. 278/2007 DL 84-A/2022 alterado pelo DL no. 23/2023 do 25.04 e portaria no. 42/2023 de 09/02	EMCDDA's activities are administrative.
Environmental responsibility	DL 147/2008 alterado pelo Decreto-Lei n.º 245/2009 Decreto-Lei n.º 29-A/2011 Decreto-Lei n.º 60/2012;	Not applicable as the activity is not covered by Annex III of this document

## 6. Environmental aspects

### 6.1. Assessment of the significance of environmental aspects and impacts

Once identified, the environmental aspects and impacts were evaluated, in accordance with the relevant procedures for typical office-related activities applicable to the EMCDDA building and staff.

The EMCDDA assessed the significance of each environmental impact for all of its activities and asset. Aspects considered significant or close to significant are monitored and improvements planned.

The EMCDDA currently collects and monitors quantitative data on the following items regarding its headquarters:

- waste production (recycled/landfill)
- electricity consumption (main building, Palacete, garage)
- water consumption (main building, Palacete, garage)
- gas consumption (Palacete)
- commuting to work (survey)
- official vehicles and generators (main building, Palacete, garage)
- mission-related CO<sub>2</sub>
- sealed surface areas.

Based on this quantitative measuring, and qualitative measuring for other aspects and impacts, the EMCDDA analyses its performance. Where available, the EMCDDA analyses quantitative data monthly.

The EMCDDA is calculating its CO<sub>2</sub> footprint based on the collected information, with the aim to minimise these emissions and become ultimately a carbon-neutral organisation.

### 6.2. Methodology

The EMCDDA identified the aspects of its activities that may have an environmental impact. In accordance with the definitions and assessment factors<sup>7</sup> applicable for EMAS, the characteristics of each environmental aspect and its impacts were then assessed to decide whether it is direct or indirect, and how significant it is regarding frequency, probability, gravity, quantity and control capacity. Following this, a final figure is calculated based on the methodology provided in the EMAS regulation, which identifies each aspect as significant or non-significant. The resulting significant aspects are listed and described below in Table 3.

This whole assessment is done in a 'matrix for the identification of significant environmental aspects and impact'. Compliance obligations are also taken into account for each environmental aspect.

Where an aspect is identified as significant, it is declared, and the related actions and significant environmental programme. The EMCDDA has used this methodology to assess its core business activities, which involve normal office work, and more technical and operative actions. Visits involve frequent travel, as do training events held at the EMCDDA's headquarters and abroad. However, as these activities largely relate to air travel and energy consumption in the EMCDDA building, they are deemed to be still falling within, or being near, typical aspects resulting from an office administration with international connections.

The agency aims to include environmental factors in its procurement procedures, where possible, thus encouraging contractors to apply environmental measures.

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<sup>7</sup> [https://www.emcdda.europa.eu/about/sustainability-at-the-emcdda\\_en](https://www.emcdda.europa.eu/about/sustainability-at-the-emcdda_en)

The data collected was entered into an open-source CO<sub>2</sub> calculation software<sup>8</sup> set for companies located in Portugal. The base data for the calculation software includes the heated areas of the Agency which are, for the main building (CDS) 4 400 m<sup>2</sup>, and for the EMCDDA share of the Palacete building 890.48 m<sup>2</sup>. The figure of 131.4 FTE was used for calculating occupants from January to December 2023.

### **Tonnes of oil equivalent (TOE):**

Tonne(s) of oil equivalent, abbreviated as TOE, is a normalized unit of energy. By convention it is equivalent to the approximate amount of energy that can be extracted from one tonne of crude oil. It is a standardized unit, assigned a net calorific value of 41 868 kilojoules/kg and may be used to compare the energy from different sources<sup>9</sup>.

For the conversion of gas and fuel we used the SGCIE convertor<sup>10</sup>

TOE is calculated on the resources of electricity, gas and official vehicles consumption.

### **Definitions<sup>11</sup>:**

- ‘Environmental aspect’ means an element of an organisation’s activities, products or services that has or can have an impact on the environment;
- ‘Significant environmental aspect’ means an environmental aspect that has or can have a significant environmental impact;
- ‘Direct environmental aspect’ means an environmental aspect associated with activities, products and services of the organisation itself over which it has direct management control;
- ‘Indirect environmental aspect’ means an environmental aspect which can result from the interaction of an organisation with third parties and which can to a reasonable degree be influenced by an organisation;
- ‘Environmental impact’ means any change to the environment, whether adverse or beneficial, wholly, or partially resulting from an organisation’s activities, products or services.

### **Assessment factors**

#### **Frequency (F):**

- Low (1): Appearance occurs or can occur no more than once per month, up to once a week.
- Moderate (2): Appearance occurs or may occur more than once a month up to a maximum of once a week.
- High (3): Appearance occurs or may occur more than once a week up to a maximum of once a day.
- Very High (4): Appearance occurs more than once a day or continuously.

#### **Probability (P):**

- Unlikely (1): The chances of occurrence are virtually nil.
- Unlikely (2): There are few hypotheses of occurrence.
- Probable (3): There are some hypotheses of occurrence, very likely.
- Very likely (4): It is almost certain/expected to occur.

<sup>8</sup> [https://co2.myclimate.org/en/company\\_calculators/new](https://co2.myclimate.org/en/company_calculators/new)

<sup>9</sup> [https://ec.europa.eu/eurostat/statistics-explained/index.php?title=Glossary:Tonnes\\_of\\_oil\\_equivalent\\_\(toe\)](https://ec.europa.eu/eurostat/statistics-explained/index.php?title=Glossary:Tonnes_of_oil_equivalent_(toe))

<sup>10</sup> <https://sgcie.pt/convertor-sgcie/>

<sup>11</sup> Taken from Regulation (EC) No 1221/2009 of The European Parliament and of the Council of 25 November 2009 as amended by Commission Regulation (EU) 2017/1505 of 28 August 2017

**Severity (G):**

- Negligeable (1)
- Slightly Serious (2)
- Serious (3)
- Very serious (4)

**Quantity (Q) of each Aspect, considering the following options:**

- Irrelevant (1): Quantity virtually imperceptible in relation to the maximum quantity of this Aspect produced by the organisation;
- Low (2): Small quantity in relation to the maximum quantity of this Aspect produced by the organisation;
- Average (3): Considerable quantity in relation to the maximum quantity of this Aspect produced by the Organisation;
- High (4): Maximum amount of this Aspect produced by the Organisation.

**Control Capacity (CC) on environmental aspect:**

- Sufficient (1): Sufficient and well implemented; occasionally deficient
- Occasionally deficient (2): Some deficiencies in procedures and lack of implementation of others;
- Deficient (3): Serious deficiencies;
- Non-existent (4): Do not exist or are unknown.

**Significance Level (S) of the Environmental Aspect is calculated through the expression:**

$$S = ([F \text{ or } P] + G + Q + CC)$$

Significance, depending on the value obtained:

$S \geq 11$ : The Aspect is Significant (S)

$S < 11$ : The Aspect Is Non-Significant (NS)

## 7. Environmental impacts

The environmental review found that the EMCDDA fulfils all legal requirements under EU and Portuguese environmental law.

Reporting on greenhouse gases emitted through its direct or indirect activities is an important part of establishing an organisation's carbon footprint. Emissions are typically defined under different 'scopes':

- **Scope I:** Direct emissions typically arising from fuel combustion (such as boilers, furnaces), owned transport (EMCDDA-owned vehicles), power generation with generators, process emissions, and fugitive emissions (refrigeration and air conditioning leaks)
- **Scope II:** Indirect energy consumption (consumption of purchased electricity, heat, and steam cooling)
- **Scope III:** Other indirect emissions including transport-related activities (commuting and business travel, distribution), waste disposal (waste, recycling), leased assets franchising and

outsourcing, purchased goods and services, purchased materials and fuels (such as extraction, processing, and production).

TABLE 4. Resources consumed in relation to their scope

RESOURCE	SCOPE I	SCOPE II	SCOPE III
Electricity		x	
Fluoride gas leak / environmental spill	x		
Gas	x		
Material efficiency*			x
Waste			x
Water	x		
Missions			x
Transportation to work			x
Official cars (1 hybrid / 1 electrical)		x (hybrid)	x (electrical)

\*Material Efficiency: The agency has taken some measures to improve efficiency in the use of consumable materials like paper, batteries, corporate gifts, paperless processes avoiding printing and the use of centralised photocopy machines rather than individual printers in offices.

The significant environmental impacts of the EMCDDA's activities are summarised in Table 5 below. The most important aspects are listed from top to bottom.

**TABLE 5. Significant environmental impacts of the EMCDDA’s activities**

SIGNIFICANT <b>DIRECT</b> ASPECTS (SCOPE I) - NEGATIVES				
Environmental aspect	Activity/area	Environmental impact	Operational conditions	Control methods
Fluoride gas leak / environmental spill	Operation of A/C systems filled with fluoride gas	Pollution	Leak	Monitoring of consumption; equipment adaptation
Gas consumption	Consumption of natural gas in building by regular activities	Depletion of natural resources	Normal	Monitoring of consumption; equipment adaptation
SIGNIFICANT <b>DIRECT</b> ASPECTS (SCOPE I) - POSITIVES				
Environmental aspect	Activity/area	Environmental impact	Operational conditions	Control methods
Photovoltaic power cells	Production of energy from renewable source	Prevents depletion of natural resources	Normal	Monitoring of production
SIGNIFICANT <b>INDIRECT</b> ASPECTS (SCOPES II & III)				
Environmental aspect	Activity/area	Environmental impact	Operational conditions	Control methods
Energy consumption (SCOPE II)	Consumption of electricity by regular activities	Depletion of natural resources if not 100 % green energy	Normal	Monitoring of consumption; equipment adaptation
Energy consumption (SCOPE III)	Travel flights	Depletion of natural resources	Normal	Monitoring of missions and meetings
	Staff commuting by personal internal combustion vehicle			Survey extrapolation
	Staff commuting by public transport			Survey extrapolation
Atmospheric emissions (SCOPE III)	Travel flights	Depletion of natural resources	Normal	Monitoring of missions and meetings
	Staff commuting by personal internal combustion vehicle			Survey extrapolation
	Staff commuting by public transport			Survey extrapolation
Waste (SCOPE III)	Waste separation and recycling	Pollution of soil and water	Normal	Monitoring of staff and recycling company

These aspects are continuously followed up for improvement through the EMCDDA’s greening initiative and its EMS as established in 2014 and updated in 2023. The environmental review matrix ‘EMAS\_REC\_11’ evaluates in further detail the significant aspects listed above and the aspects that are considered less significant.

## 8. Strategy 2021–2025

The European Green Deal<sup>12</sup> establishes an ambitious target of net-zero greenhouse gas emissions in Europe by 2050. Furthermore, the European Commission aims to become carbon neutral by the end of 2030<sup>13</sup>. The EMCDDA is also reflecting on its longer-term environmental strategy with the goal to become a ‘carbon neutral administration’ by 2026. Our action plan for 2021–2025 reflects this ambition. The action plan is included in the Single Planning Document (SPD) in Annex VI which is available on the EMCDDA’s website.

The EMCDDA’s environmental strategy 2021–2025 is based on a set of goals that aim to reduce the carbon footprint and offset the residual carbon sources by the end of 2025.

A. Installation of photovoltaic solar panels on the roof of the EMCDDA not later than 2021. This measure accompanies the switch of the electricity provider to a 100 % renewable energy source (water and wind power) concluded in 2020.

B. Promote the use of private electric cars and bicycles by installing charging points in the garage in 2021. Comment: Two chargers for staff cars were installed. Four bicycle chargers were installed in 2022.

C. Take the necessary measures to change the EMCDDA’s current internal combustion engine official cars to hybrid or electric cars in 2022. Comment: One hybrid and one electrical car were purchased in 2022. The Hybrid car was delivered in 2022, the electrical car arrived in 2023.

D. Take the necessary measures to appoint a travel agency for missions and events that provides a carbon offsetting programme in 2022 for 2023. Comment: Contractor was selected in 2022, implementation started in January 2023.

E. Implement the EMAS framework and obtain certification by the end of 2023. Comment: The internal and external audit were completed in 2023. Due to legal compliance issues the registration was delayed into early 2024. Please see chapter 9. For further details below.

F. Offset mission-related carbon emissions by 2023. Comment: Achieved, implementation started in 2023. Please see chapter 9. For further details below.

G. Take the necessary measures to reduce and finally offset transport-related carbon emissions in 2024. Comment: Please find the detailed program below in chapter: 10. Environmental programme 2024.

H. Take the necessary measures to reduce and offset waste-related carbon emission in 2025. Comment: Implementation by further training on waste management and voluntary carbon offsetting.

In addition to the Strategy 2021–2025, which focuses on carbon emissions, the management process of the EMCDDA focuses on the efficiency of its premises management. One of the EMCDDA’s key performance indicators (KPIs) is to maintain the utility costs at the same level as the previous year. During the pandemic, the KPI was adjusted to not exceed pre-COVID-19 costs. This was done due to the expected rebound of consumption with the end of the COVID-19 lockdowns and the inflation-related increase in cost due to the war in Ukraine, starting in 2022. The EMCDDA follows a philosophy in its operations that not only focuses on growth but also values and promotes environmentally sustainable business practices.

## 9. Performance details and trends

Where available, and as selected by the EMCDDA, the agency’s performance is portrayed below against the indicators and benchmarks provided by Section 3 of the EMAS sectoral reference document on best environmental management practices, sector environmental performance

<sup>12</sup> [https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/european-green-deal\\_en](https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/european-green-deal_en)

<sup>13</sup> <https://www.euractiv.com/section/energy/news/eu-commission-lays-out-plan-to-become-climate-neutral-by-2030/>

indicators and benchmarks of excellence for the public administration sector (Commission Decision (EU) 2019/61 of 19 December 2018).

Details are provided in the graphics and notes below. Where indicators and benchmarks were not attained, justification is provided.

### 9. 1. Implementation of the strategic goals

Action points E and F of Strategy 2021–2025 were implemented in 2023.

‘E. Implement the EMAS framework and obtain certification by the end of 2023.’

**Implementation status:** In 2023, the EMCDDA conducted an internal and external audit on its Environmental Management System with the aim to register with APA for EMAS in December 2023. Due to required adjustments in the documentation requested by the internal and external audit, the registration is postponed into Q1 of 2024.

‘F. Offset mission-related carbon emissions by 2023.’

**Implementation status:** In 2023, a carbon offsetting certificate was obtained via Travel Agency Services that offset the mission related CO<sub>2</sub>.

### 9.2. Managing the EMCDDA premises

The environmental impact of running the EMCDDA's offices is detailed in the time series graphics below (2019 – 2023).

The number of people working at the EMCDDA is expressed as full-time equivalent (FTE). Currently, all persons regularly working in the premises have been counted as FTE – irrespective of their contract status. There were 131.4 FTEs in the building in 2023. The number of FTEs changes each year based on the number of staff, contractors and average visitors in the building during the given year.

#### Sealed surface areas

The main building of the EMCDDA with a surface area of 2 200 m<sup>2</sup> has no green areas and all surface areas are sealed. Two potted olive trees are located in the inner yard.

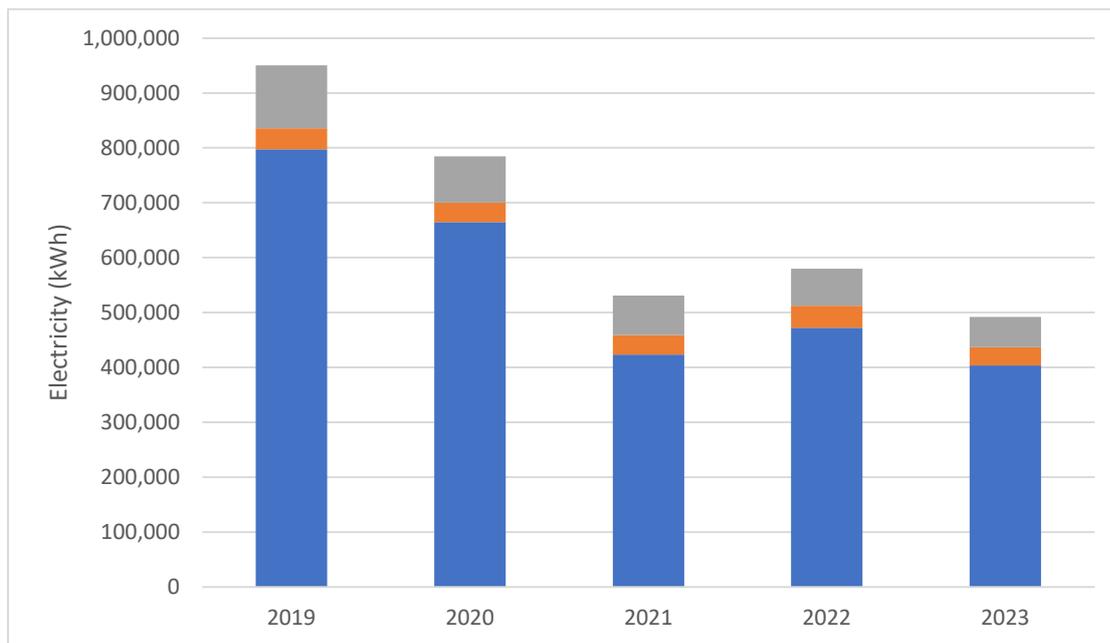
The Palacete building has a surface area of 500 m<sup>2</sup> with a small vertical garden on the east side of the building. Total garden surface area is 6 m<sup>2</sup>, resulting in a ratio of 83.3 m<sup>2</sup> for build area per green area. The planted plants are ivy plants, climbing the façade of the building. The EMCDDA buildings are located in a public square without any green strips around the buildings. This setting does not allow for any changes in the sealed surface areas around the buildings. Therefore, the sealed surface areas have not changed since the 2014 benchmark was established.

#### Electricity consumption

The electricity consumption is presented in the graph below in comparison between the three different buildings (Palacete (PAL), CDS main building, and the parking) in a timeline from 2019 to 2023. The data has been collected from the invoices of the electricity provider.

In January 2020 the EMCDDA changed to 100 % ‘green’ electricity with zero CO<sub>2</sub> emissions. Furthermore, solar power cells were installed on the roof of the building. These can provide up to 4.48 kWp and started operating on 28 September 2020.

FIGURE 6. Electricity consumption (kWh), 2019 to 2023



Abbreviations:

PAL: Palacete;

PARKING: underground garage.

CDS: main building.

TABLE 6. Electricity (kWh)

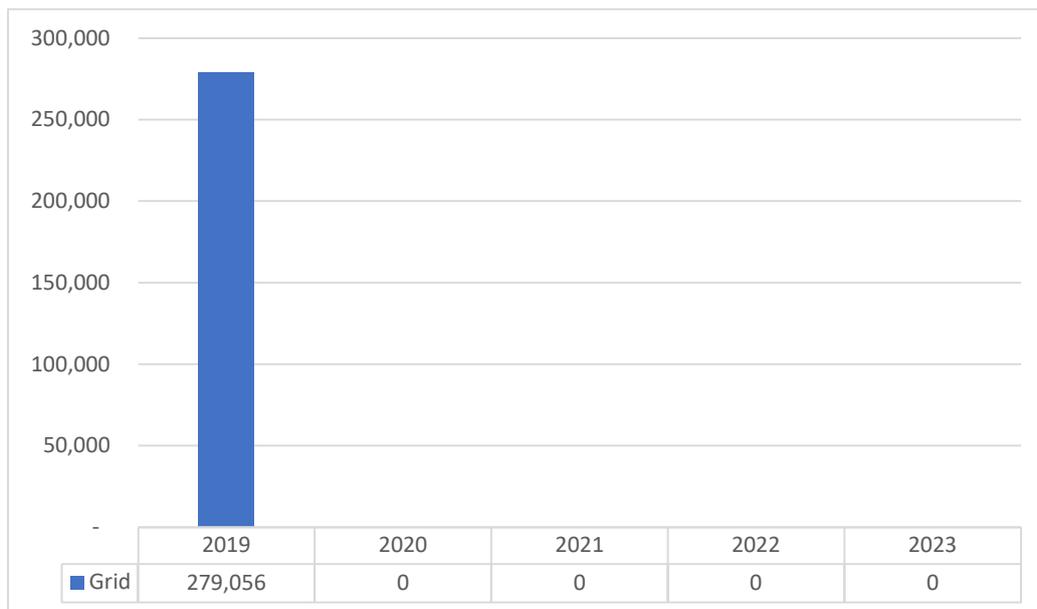
ELECTRICITY (kWh)				
	CDS	PARKING	PAL	TOTAL
2019	797 091	38 500	114 796	950 387
2020	664 498	35 470	84 863	784 832
2021	423 265	35 786	71 676	530 727
2022	472 417	39 609	67 519	579 544
<b>2023</b>	<b>403 399</b>	<b>33 152</b>	<b>55 444</b>	<b>491 995</b>

The Portuguese Council of Ministers published a resolution on 27 September 2022 (no 82/2022) related to the preventive measures to ensure energy security. These measures apply to businesses and the public sector in Portugal and took effect in October 2022, at the same time as [other EU Member States adopted their own measures](#). For example, the A/C system set temperatures were lowered from 21° C to 18° C.

In comparison to the 2022 data, a decrease of 15.11% in consumption in the main building, the parking, and the Palacete together could be observed in 2023, due to the reduced heating and cooling temperatures according to resolution no 82/2022 during the year.

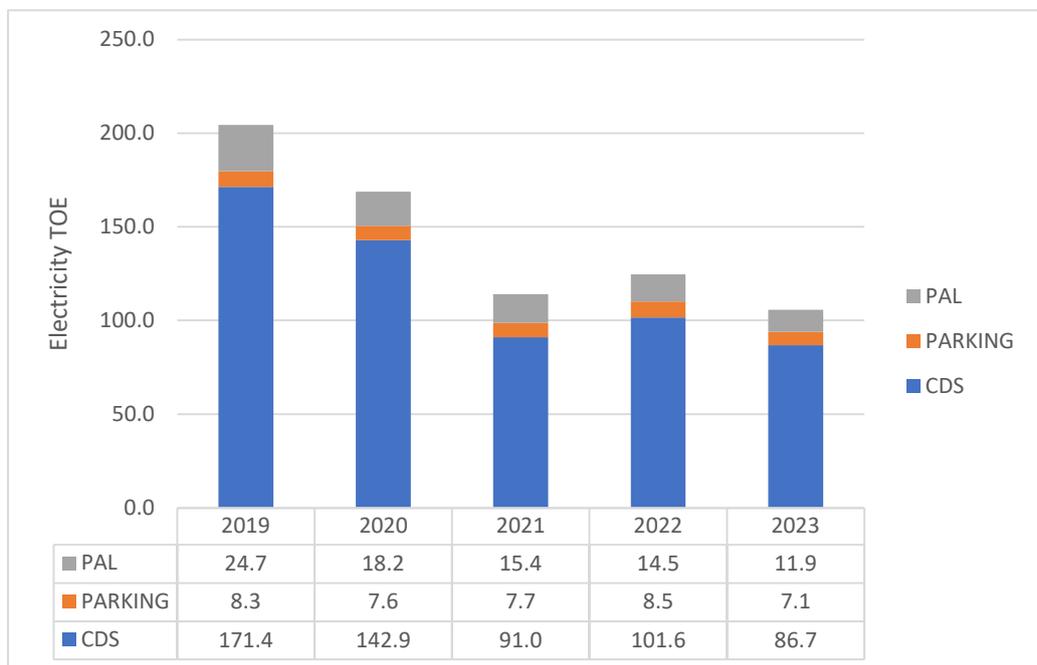
The overall electricity consumption measured in kWh decreased by 48.23 % in comparison to the reference year 2019. The decrease was based on a reduction from 950 387 kWh in 2019 to 491 995 kWh in 2023. In comparison to the set benchmark of 2019, the main building shows a decrease of 49.39 % in kWh, the car park shows a decrease of 13.99 % kWh and the Palacete shows a decrease of 51.70 % kWh.

FIGURE 7. Carbon emissions (kg CO<sub>2</sub>) related to electricity consumption, 2019 to 2023



The contract with the electricity provider only encompasses the supply of electrical energy generated from renewable sources which explains the 0 emissions of Kg CO<sub>2</sub> since 2020. The 2019 CO<sub>2</sub> data is based on the CO<sub>2</sub> indicated on the invoices of the energy provider.

FIGURE 8. Carbon emissions in tonnes of oil equivalent (TOE) related to electricity consumption, 2019 to 2023



Conversion factors for converting MWh electricity into TOE is 0.000215 TOE/ton according to the Despacho 17313/2008 de 26 de Junho<sup>14</sup>.

\*Note: DL No. 71/2008 - Applicable only in case of annual consumption above 500 TEPs.

<sup>14</sup> <https://files.dre.pt/2s/2008/06/122000000/2791227913.pdf>

EMCDDA's annual energy consumption is below 500TEP's:

2021 total: 114.11 TEPs

2022 total: 124.60 TEPs

2023 total: 105.78 TEPs

TABLE 7. Indicators: Electricity

2023 indicators with 131.4 full-time equivalent (FTEs)		Compared to 2022 with 130 FTEs	Compared to 2021 with 119 FTEs
Electricity	3.74 MWh/FTE	4.46 MWh/FTE (-19.07 %)	4.46 MWh/FTE (-19.07 %)
	105.78 TOE	124.60 TOE (-17.79 %)	114.11 TOE (-7.87 %)
	0.000 tonnes CO <sub>2</sub> /FTE	0.000 tonnes CO <sub>2</sub> /FTE	0.000 tonnes CO <sub>2</sub> /FTE

**Conclusion:** The EMCDDA achieved its target to reduce electricity consumption as well as related carbon emissions.

**Photovoltaic solar panels**

In September 2020, the EMCDDA installed photovoltaic solar panels on the roof of the main building to produce up to 4.48 kWh. In 2020, they produced energy compensating for 1.31 tonnes of CO<sub>2</sub>. The solar panels generated 4.12 MWh of electricity in 2022, equivalent to 2.58 tonnes of CO<sub>2</sub>. In 2023, the solar panels generated 3.79 MWh, equivalent to 2.373 tonnes of CO<sub>2</sub> according to the site managing the photovoltaic solar panels<sup>15</sup>.

FIGURE 9. Electricity production in 2023



<sup>15</sup> <https://eu5.fusionsolar.huawei.com/>

TABLE 8. Electricity related production of kg CO<sub>2</sub> from 2019 to 2023

ELECTRICITY (Kg CO <sub>2</sub> )		
	Grid	Solar panels
2019	279 056	0
2020	0	-1 310*
2021	0	-2 660*
2022	0	-2 585*
2023	0	-2 373*

\*The amount of CO<sub>2</sub> produced by the solar panels can be offset against the total CO<sub>2</sub> generated by the EMCDDA. The electricity of the grid is produced from renewable sources since 2019, provided by the company Iberdrola.

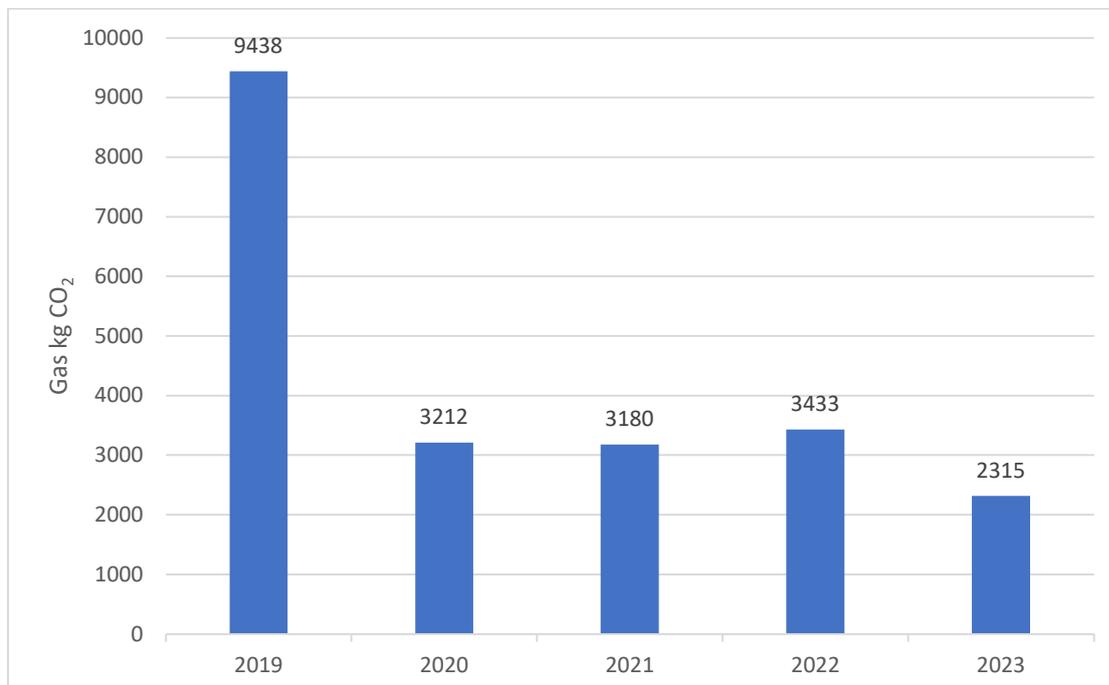
The electricity consumption related CO<sub>2</sub> was “0” due to the contracting of 100% green energy in the years 2020 to 2023.

### Gas consumption

The data on gas consumption has been collected from the invoices provided by the company LisboaGas S.A., from 2019 to 2023. The agency only consumes gas in the Palacete building. During the teleworking period, the canteen in the Palacete was closed and the only gas used was for heating water.

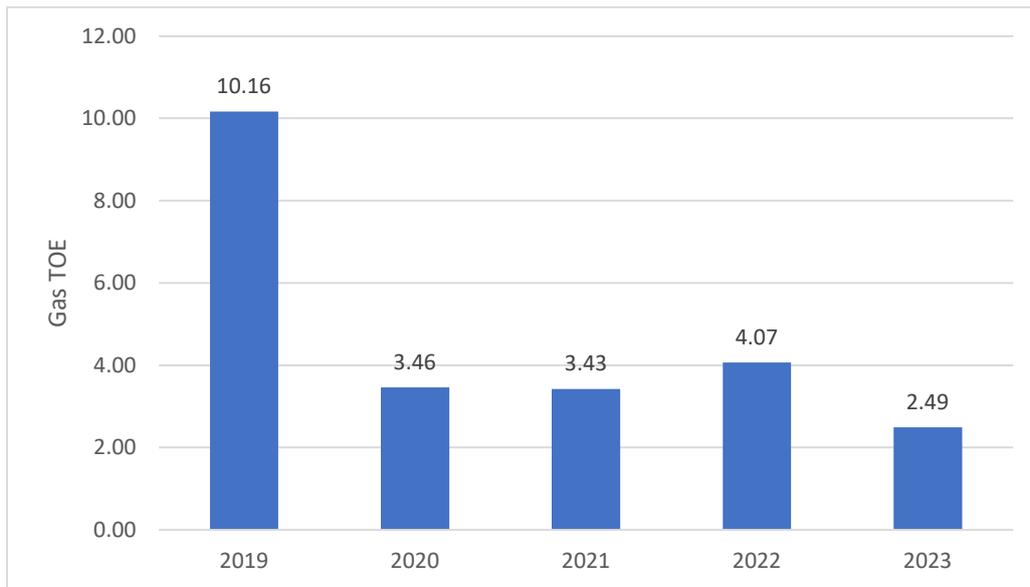
The invoices for gas include the energy consumed in KWh, the cubic meters of gas consumed and the related tonnes of CO<sub>2</sub>. Therefore, no conversion from cubic meters of gas to CO<sub>2</sub> is required.

FIGURE 10. Gas emissions (kg CO<sub>2</sub>) in the Palacete, 2019 to 2023



Gas emissions in 2023 with 2 315 tonnes of CO<sub>2</sub> decreased by 75.43 % compared to the 2019 benchmark with 9 438 tonnes CO<sub>2</sub> and it decreased by 53.99 % in comparison to 2022.

FIGURE 11. Gas emissions in tonnes of oil equivalent (TOE) in the Palacete, 2019 to 2023



The conversion factor for m<sup>3</sup> natural gas into TOE was 1,077 TOE/ton according to the Despacho 17313/2008 de 26 de Junho.

TABLE 9. Indicators: Gas

	2023 indicators with 131.4 full-time equivalent (FTEs)	Compared to 2022 with 130 FTEs	Compared to 2021 with 119 FTEs
Gas	2.49 TOE	3.70 TOE (-48.59 %)	3.43 TOE (-37.57 %)
	0.018 tonnes CO <sub>2</sub> /FTE	0.026 tonnes CO <sub>2</sub> /FTE (-53.99 %)	0.027 tonnes CO <sub>2</sub> /FTE (-57.35 %)

**Conclusion:** The EMCDDA achieve its target of reducing gas consumption as well as its related carbon emissions.

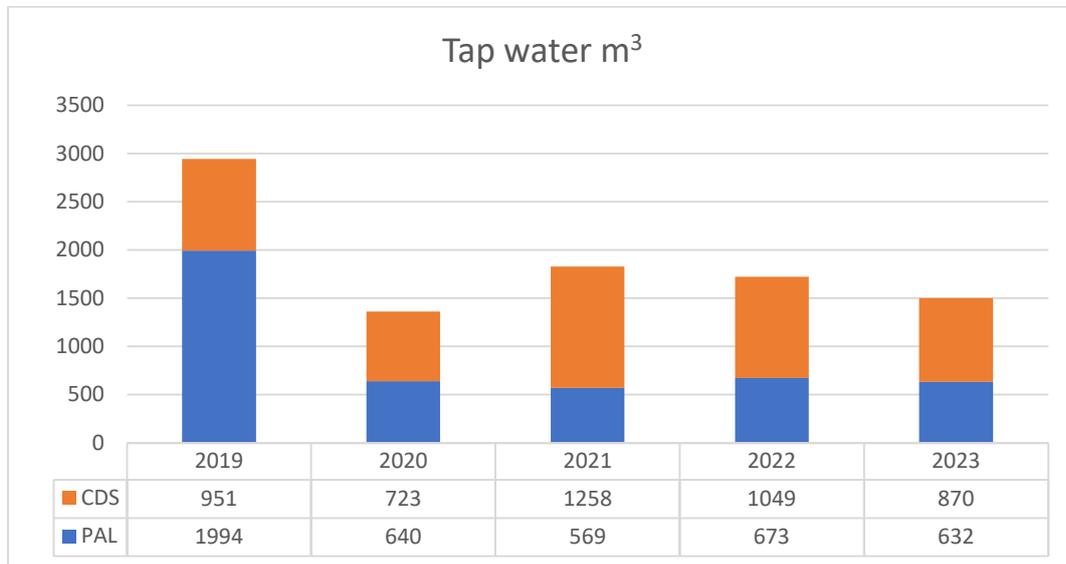
### Water consumption

Water consumption includes the different uses in the Palacete and the main building (kitchen, cleaning, toilets) and the consumption of bottled drinking water. Even though all kitchen water taps have been equipped with carbon filters to improve the water quality, the EMCDDA maintains a fleet of water coolers with bottled water. This is for two reasons. Firstly, the water supply in the centre of Lisbon is mostly provided using old cast iron pipes. Contamination of water as well as repairs of the aging supply system cause unavailability of suitable drinking water in the building throughout the year and bottled water ensures a continuous availability of water. Having drinking water close by is an essential tool to ensure staff are well hydrated, especially in the summer during heatwaves. Second, the meeting support system used at the EMCDDA, abandoning individual plastic water bottles, dishes, and cups in meetings, is based on providing bottled water dispensers and glasses in the meeting rooms.

The data has been collected from the invoices provided by the company EPAL (Empresa Portuguesa das Águas Livres, S.A.) for the Palacete and the main building from 2019 to 2023. The consumption data for bottled water has been collected from the invoices of the orders placed with the water supply contractor from 2019 to 2023.

The graphic below shows the tap water consumption in the Palacete and the main building in m<sup>3</sup> over time.

**FIGURE 12. Tap water consumption (m<sup>3</sup>) in the Palacete and main building, 2019 to 2023**



Note: CDS: main building; PAL: Palacete.

In the main building, the total consumption decreased by 8.52 % from 951 m<sup>3</sup> in 2019 to 870 m<sup>3</sup> in 2023. Compared to 2022 with 1 049 m<sup>3</sup>, the 2023 data shows a reduction of 20.57 %.

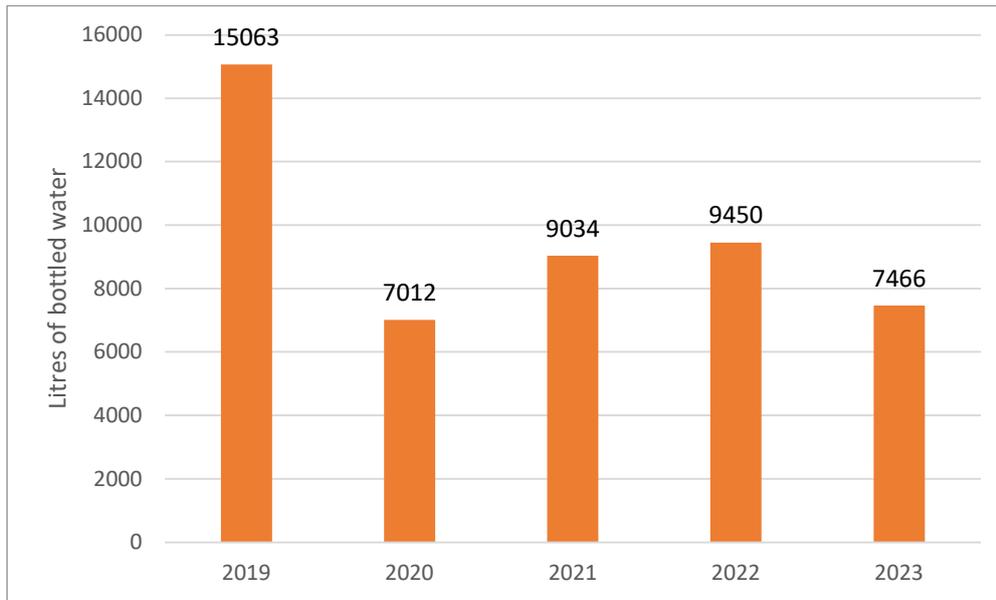
In the Palacete, total consumption decreased by 68.30 % from 1 994 m<sup>3</sup> in 2019 to 632 m<sup>3</sup> in 2023. Compared to 2022 with 673 m<sup>3</sup>, the 2023 data shows a decrease of 6.08 % due to a reduction of activities of the tenant.

Total tap water consumption in CDS and PAL was 1 502 m<sup>3</sup>.

**Big water bottles**

Every big water bottle to drink contains 18.9 litres and is reused for refilling. The consumption data for water has decreased from 15 063 litres in 2019 (baseline) to 7 466 litres in 2023. This represents a decrease of 50.43 % related to teleworking.

**FIGURE 13. Consumption of dispensed bottled water (litres), 2019 to 2023**



The 7 466 litres of bottled drinking water correspond to 7.466 m<sup>3</sup>. The total water consumption of the Palacete, CDS, and bottled water together was therefore 1 509 m<sup>3</sup> in 2023.

**TABLE 10. Indicators: Water**

2023 indicators with 131.4 full-time equivalent (FTE)		Compared to 2022 with 130 FTE	Compared to 2021 with 119 FTE
Water	11.48 m <sup>3</sup> /FTE	13.25 m <sup>3</sup> /FTE (-15.34 %)	15.35m <sup>3</sup> /FTE (-25.20 %)

**Conclusion:** The EMCDDA did achieve its target to reduce water consumption in 2023 in comparison to 2022.

**Material efficiency**

The agency has taken some measures to improve efficiency in the use of consumable materials like paper by promoting double-sided printing and the use of centralised photocopy machines rather than individual printers in offices. Furthermore, the use of plastic cups and none recyclable small or big water bottles was discontinued in 2018.

**Paper consumption**

Since 2013 there has been no use of recycled paper at the EMCDDA. The recycling of paper on the market causes printers and copy machines to malfunction. An attempt to re-introduce recycled paper was made in 2016, but the paper was still not suitable. In 2023 no copy paper was purchased due to available stock and mainly paperless work procedures due to teleworking.

**Waste management**

The company EGEO picks up the waste at the central collection point at the garage every day on behalf of the Lisbon Port Authority (APL). APL collects the waste for the entire harbour front of Lisbon and files the MIRR-2022 documentation with the Agência Portuguesa do Ambiente (APA) without distinction of individual sites. The containers are shared by EMSA and the EMCDDA. For that reason, the proportional part of the EMCDDA data was used.

The EMCDDA has one 240-litre container for sensitive documents and one 200-litre container for electronic storage media. The company Papiro SA collects the materials and EMCDDA filed the MIRR-2023 with APA for the collected waste ([APA02161563](#)). A total of 0.043 tonnes of waste related to outdated equipment as well as 0.208 tonnes of SENSITIVE paper and cardboard was collected.

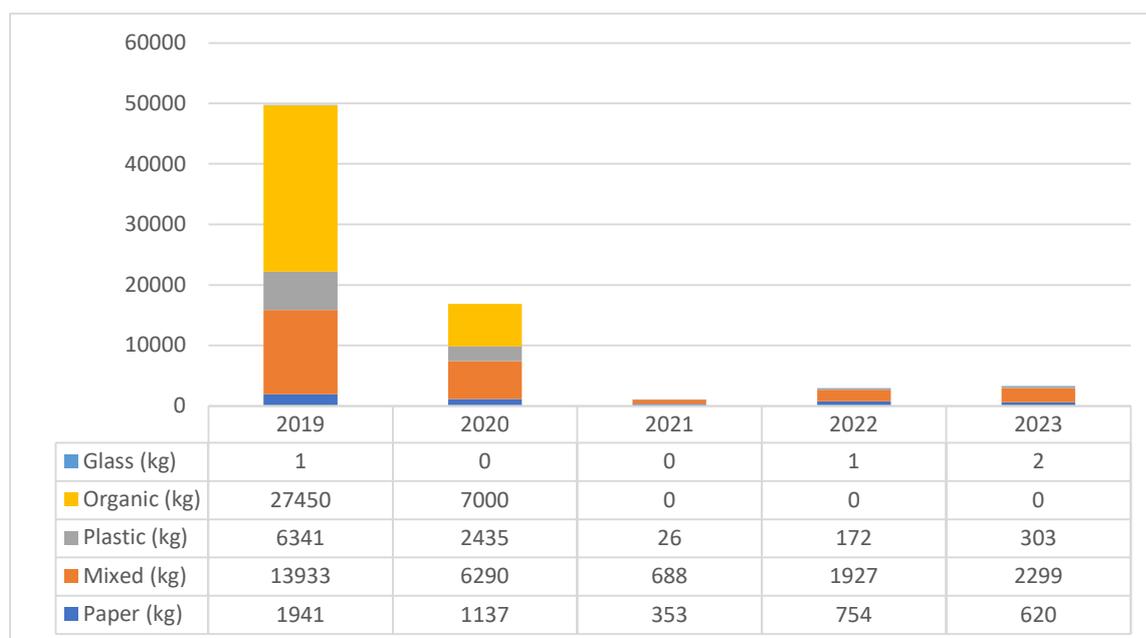
There are three dustbins located in the garage: one each for paper, plastic, and mixed waste. They each have a capacity of 1 600 litres.

There are two more bins for organic waste with a capacity of 1 200 litres each, located in a cooling room in the basement of the Palacete. These organic waste bins have been used by the canteen in the Palacete and the EMSA cafeteria since January 2018. This use resulted in a considerable drop in waste associated with the EMCDDA.

The 2023 data was calculated based on the weight measurements upon collection by EGEO and a split of the weight by waste type between the EMCDDA with 131.4 staff members and EMSA with 284 staff members. The 2023 data is built on the sum of the waste calculated, resulting in a total of 1 967 kg of total waste.

The graphic below shows the extrapolated amount of waste in kilogrammes from 2014 to 2023.

**FIGURE 14. Recycled waste (kilogrammes) by type, 2019 to 2023**



In 2023 there were 3 224 kg measured, a general decrease in paper (-68.06 %), mixed (-83.50 %), plastic (-95.22 %), and organic (100 %) waste could be observed in comparison to the 2019 benchmark. The considerable reduction achieved is only partially related to greening measures implemented but mainly due to the extended teleworking approach used by both agencies.

Waste increased in 2023 compared to 2022 for paper but increased in plastic, mixed and glass due to higher visitor numbers.

The accumulated waste converts into 1.8 tonnes of CO<sub>2</sub>, according to the results from the CO<sub>2</sub> calculation software<sup>16</sup>.

<sup>16</sup> [https://co2.myclimate.org/en/company\\_calculators/new](https://co2.myclimate.org/en/company_calculators/new)

### Batteries

Some equipment in the EMCDDA building is battery powered. This includes the remote controls of the blinds and water taps with movement sensors. A used battery collection point was established for batteries purchased by the agency as well as for batteries privately purchased by staff and contractors. In 2023, the number of domestic batteries (AA, AAA, and D) delivered to a battery recycling point was 3.10 kg.

### Cooling liquids

The EMCDDA has 778 kg R-134a, 55.8 kg R-407C and 132.9 kg R-410A in its building facilities. The EMCDDA filed with APA the declaration: *‘Para efeitos de demonstração do cumprimento do disposto no artigo 5.º do Decreto-Lei n.º145/2017, junto se poderão consultar os dados relativos ao estabelecimento EMCDDA pertencente à organização/empresa EMCDDA (NIPC 503320072), comunicados à Agência Portuguesa do Ambiente na data 2023-03-31, no que diz respeito ao ano civil de 2022.’* on 31 March 2023. The regular inspections of the equipment by a certified company did not indicate a loss of fluoride gas in 2023.

TABLE 11. Indicator: waste

September 2023 indicators with 131.4 full-time equivalent (FTE)		Compared to 2022 with 130 FTE	Compared to 2021 with 119 FTE
Waste	0.014 tonnes CO <sub>2</sub> /FTE	0.017 tonnes CO <sub>2</sub> /FTE (-23.54 %)	0.008 tonnes CO <sub>2</sub> /FTE (+68.58 %)

**Conclusion:** The EMCDDA did achieve its target to reduce waste and its related carbon emissions despite an increase of activity in the office compared to 2022.

### 9.3. Operational goals

Operational factors impact the EMCDDA’s carbon footprint.

#### Missions

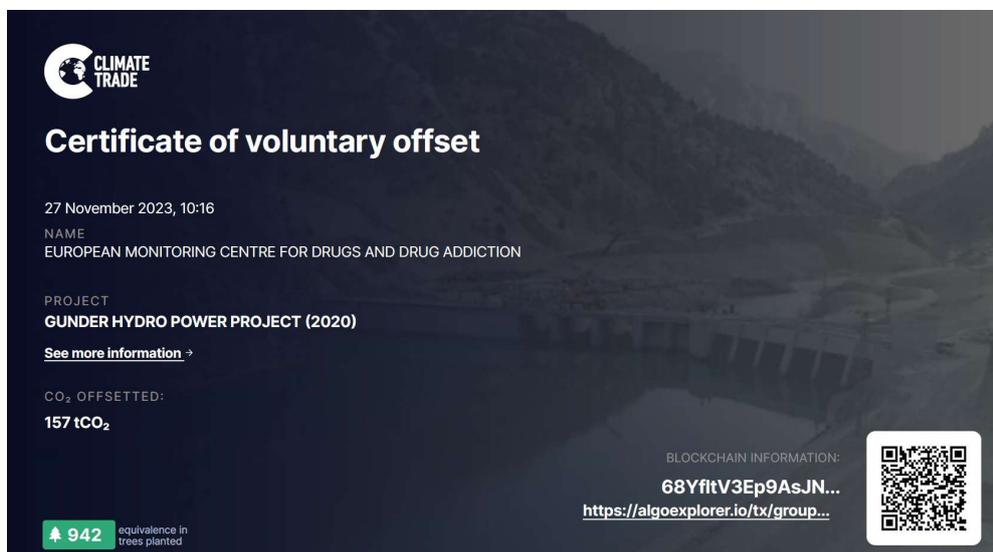
The travel agency provided the 2023 data of the air miles for the 651 flights made by agency staff and paid experts, totalling 262.19 tonnes of CO<sub>2</sub>. In 2023 14 train trips were made related to missions with 2021.34 km and 0.18 tonnes of CO<sub>2</sub>. The total amount of CO<sub>2</sub> for missions in 2023 was therefore 262.37 tonnes of CO<sub>2</sub>. The total amount of CO<sub>2</sub> related to missions with 262.37 tonnes was 48.93 % lower than in 2019 (390.760 tonnes). Due to a lack of an international standard for calculating hotel related carbon emissions, the carbon for hotels as well as transport from and to the airports from the hotel could not be calculated.

TABLE 12. Indicators: missions

2023 indicators with 131.4 full-time equivalent (FTE)		Compared to 2022 with 130 FTE	Compared to 2021 with 119 FTE
Missions	1.997 tonnes CO <sub>2</sub> /FTE	1.066 tonnes CO <sub>2</sub> /FTE (+87.26 %)	0.226 tonnes CO <sub>2</sub> /FTE (+882.65 %)
	1.997 tonnes CO <sub>2</sub> /FTE were offset	No CO <sub>2</sub> offset	No CO <sub>2</sub> offset

**Conclusion:** The EMCDDA did not achieve a reduction of mission related travel due to its increasing operational needs but implemented its carbon emissions offset scheme as planned. The selected project is located in one of the EMCDDA member states. The initial carbon offset certificate was for 157 tonnes CO<sub>2</sub>.

FIGURE 15. Certificates of voluntary carbon offset

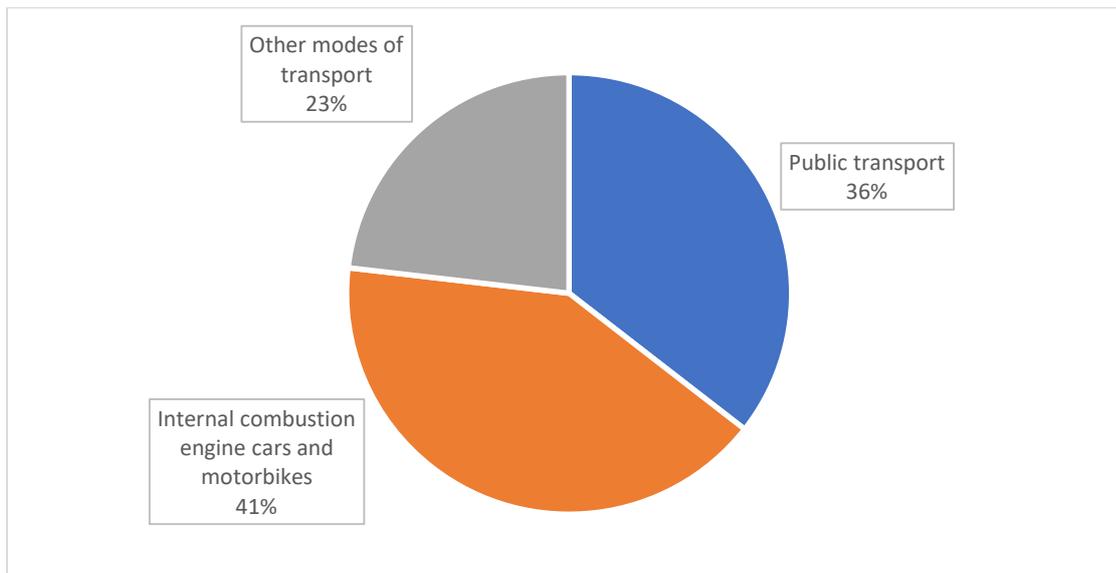


### Private transport to work

A survey was made in early 2022 to evaluate the environmental impact of staff getting to work under changed transport behaviour post-COVID. It was composed of three questions and 81 people responded (68.06 % of the agency’s staff excluding trainees). The survey is valid for two years and the next survey is scheduled for 2024.

Based on the answers received, the average distance travelled in one direction is 16.14 km. The 81 respondents stated a total of 123 transport types used, which means that several users switched transport types while travelling. The weighted categories of transport for the 81 participants are 29 public transport users, 34 diesel or petrol car users, and 18 other non-environmental-impact users. Extrapolated to 131.4 EMCDDA extended staff members, there are 47 public transport users, 55 diesel or petrol car/bike users, and 29 other non-environmental-impact users.

FIGURE 16. Type of transport used by staff to get to the office



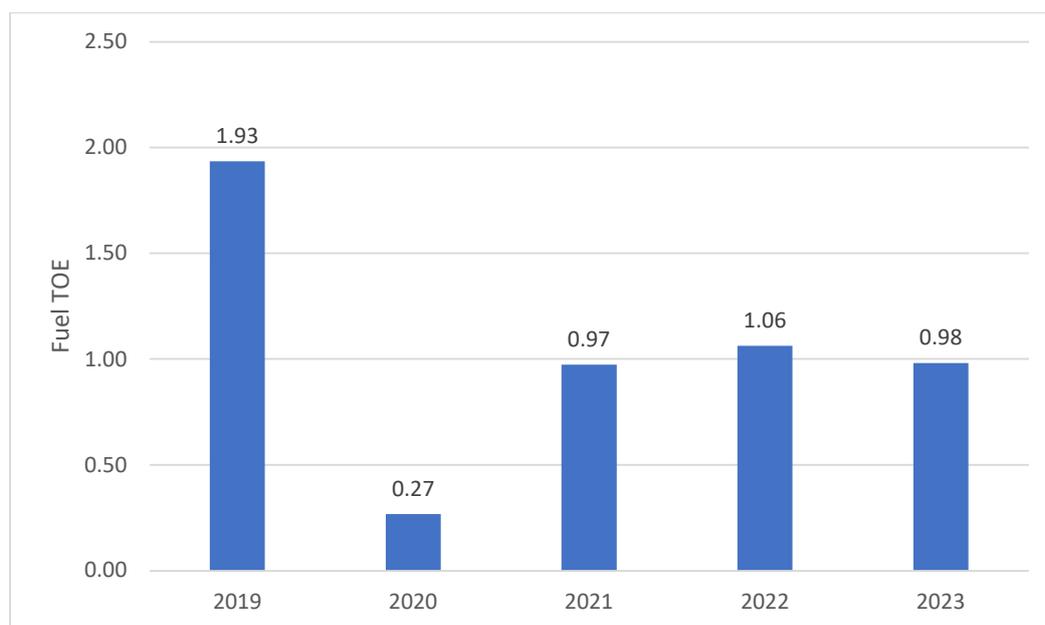
Based on the calculation tool for CO<sub>2</sub>, the extrapolated total amount related to transport to work for public transport with 47 users and petrol/diesel car transport with 55 users is 65.40 tonnes of CO<sub>2</sub>. The extrapolation is based on 131.4 staff, visitors, trainees, security guards, and cleaning staff on 80 days in the office, assuming a mandatory presence of two working days per week in 2023 (40 % presence out of 200 working days from January to December). As a reference, during the lockdown in 2020, only 16.86 tonnes of CO<sub>2</sub> were generated.

**Official cars and generators**

The EMCDDA has three backup generators, each with a 200 litres fuel deposits. The generators are located on the roof of the main building, in the garage and in the Palacete. In 2023 there was no fuel refilled in the deposits. Even so the generators are regularly tested by a short test run of the engine, the related fuel consumption is only measured when the fuel deposit is refilled. The CO<sub>2</sub> of the generators is therefore only included in this statement in the year the deposit is refilled.

There were two official cars in the agency in 2023. Car number one (BMW, hybrid diesel) did 11 685 km and car number two (BMW, diesel) did 959 km until it was replaced with an electrical car in September which drove 3123 km. This represents a total of 19 464 km and 6.1 tonnes CO<sub>2</sub>. Comparing the 19 464 km of 2023 with the 18 422 km of 2022, an increase of 5.66 % could be observed. EMCDDA vehicles consumed 0.97 tonnes of fuel in 2023, while 1.24 tonnes of fuel were consumed in 2022. This decrease is potentially explained due to the extensive use of the hybrid electrical BMW and the electrical car.

FIGURE 17. Transport related tonnes of oil equivalent (for official vehicles) from 2019 to 2023



The conversion factor used to convert diesel fuel into TOE was 1.01 tep/ton according to the Despacho 17313/2008 de 26 de Junho.

TABLE 13. Indicators: transport

2023 indicators with 131.4 full-time equivalent (FTE)		Compared to 2022 with 130 FTE	Compared to 2021 with 119 FTE
Transport (O+P)	0.98 TOE O	1.06 TOE O (-8.37 %)	0.97 TOE O (+0.62 %)
	0.544 tonnes CO <sub>2</sub> /FTE O+P	0.550 tonnes CO <sub>2</sub> /FTE O+P (-1.08 %)	0.366 tonnes CO <sub>2</sub> /FTE O+P (+48.86 %)

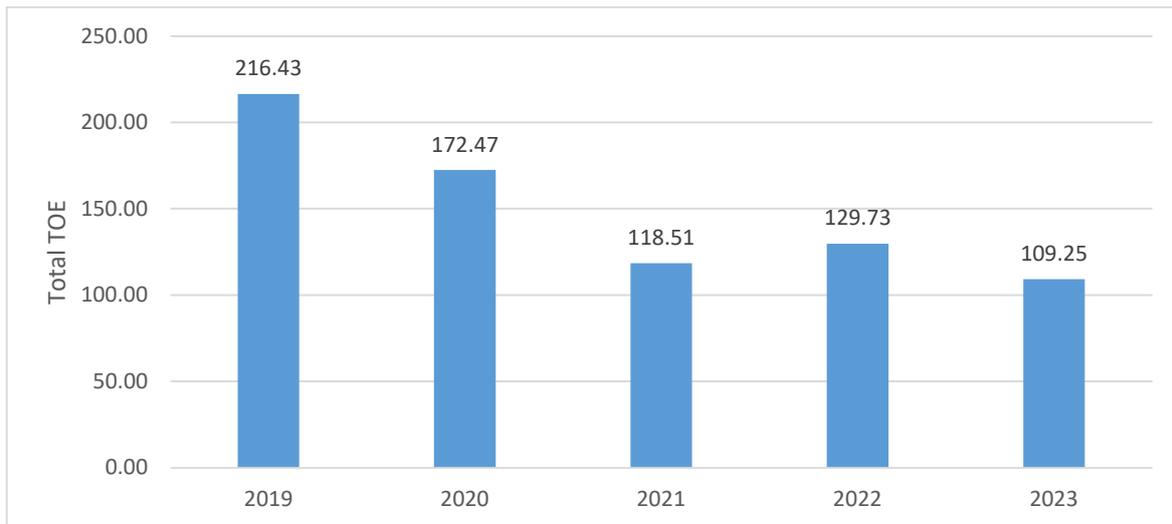
Note: O, official vehicles; P, private vehicles.

**Conclusion:** The EMCDDA did achieve its target to reduce official vehicle with 6.1 tonnes CO<sub>2</sub> and private transport-related emissions with 65.4 tonnes CO<sub>2</sub> compared to 2022. This is most likely related to the use of the hybrid and electrical cars.

TABLE 14. Total tonnes of oil equivalent (TOE) by consumption from 2019 to 2023

	Electricity	Gas	Official vehicles	Total TOE
2019	204.33	10.16	1.93	216.43
2020	168.74	3.46	0.27	172.47
2021	114.11	3.43	0.97	118.51
2022	124.60	4.07	1.06	129.73
<b>2023</b>	<b>105.78</b>	<b>2.49</b>	<b>0.98</b>	<b>109.25</b>

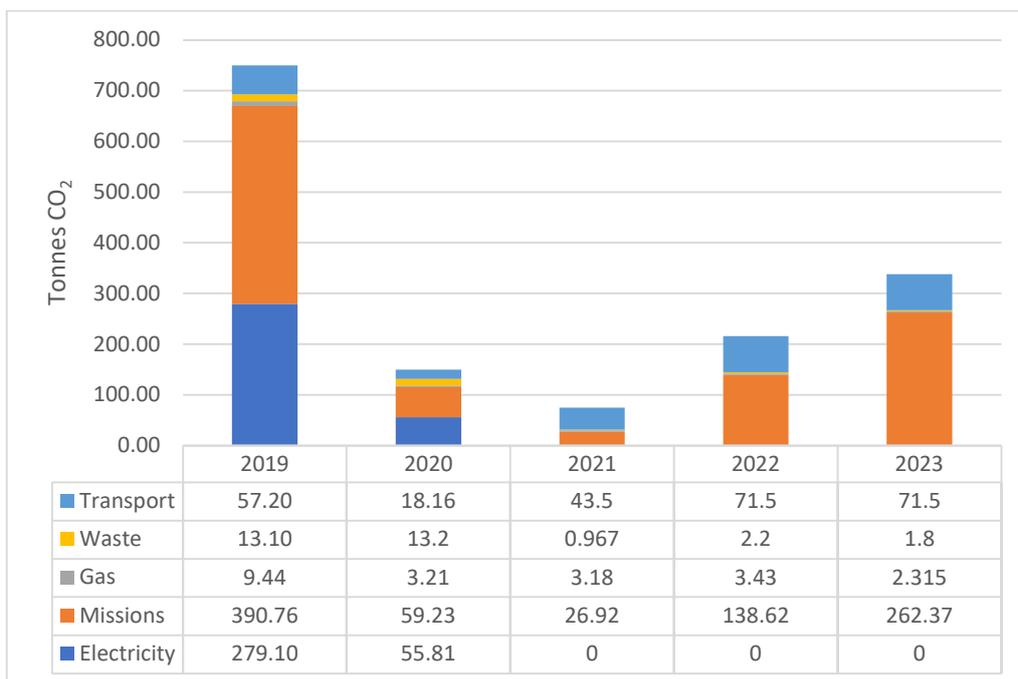
**FIGURE 18. Total tonnes of oil equivalent (TOE) from 2019 to 2023**



**The overall distribution of CO<sub>2</sub> by category**

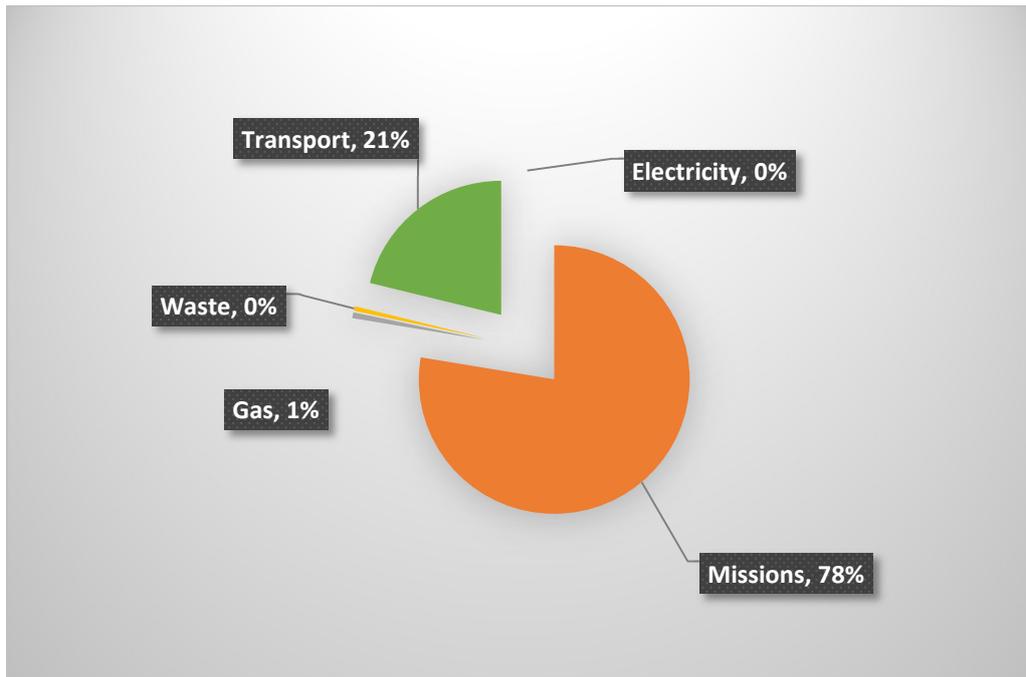
The exercise shows the distribution of the 2023 factors for the 911.155 tonnes of CO<sub>2</sub> before the voluntary carbon offset as well as the CO<sub>2</sub> footprint after the carbon offset. Both cases are compared to the observation period 2019 to 2023.

**FIGURE 19. Tonnes CO<sub>2</sub> by category from 2019 to 2023 before carbon offset**



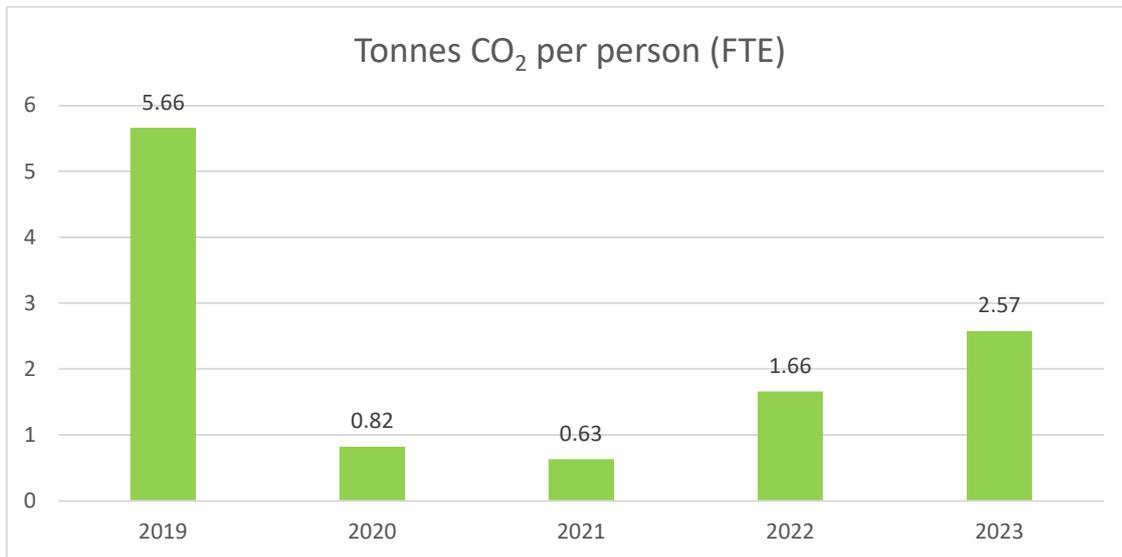
The increase in mission related carbon has made the 2023 carbon footprint of 337.985 tonnes surpass the 2022 performance with 215.747 tonnes of carbon but is 56.66 % lower than the 2019 performance with 769.3 tonnes of carbon.

FIGURE 20. CO<sub>2</sub> distribution by category for the year 2023 before carbon offset



**Comment:** Please note that the percentage of Waste is not zero but so small, that it was rounded down to zero.

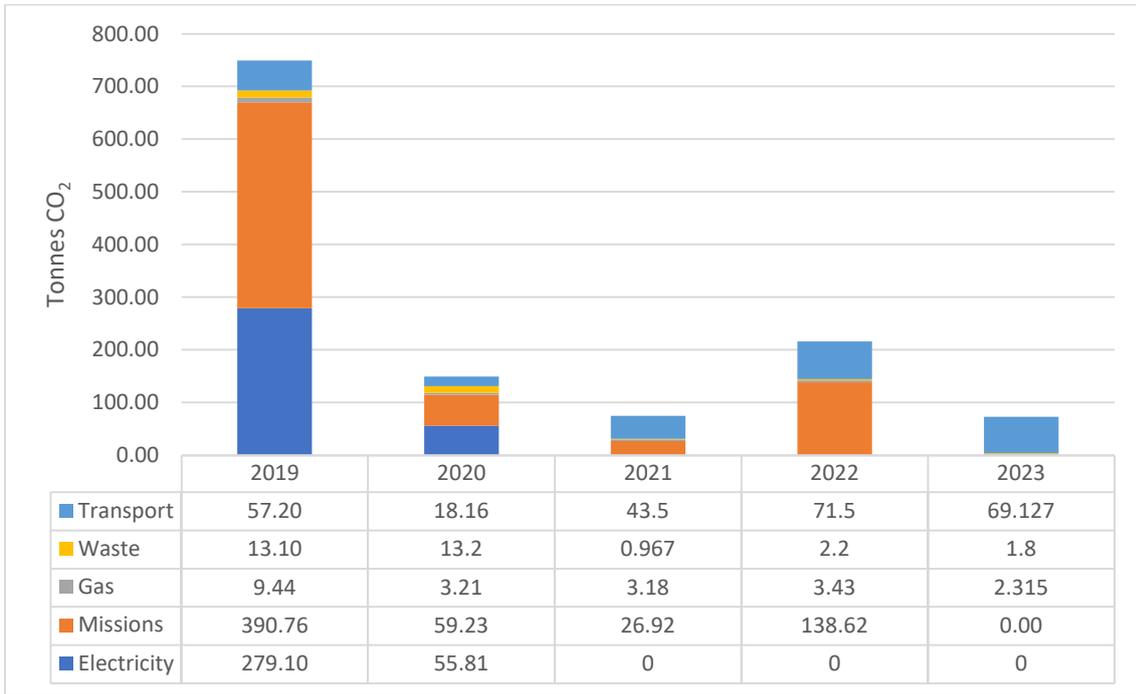
FIGURE 21. Tonnes CO<sub>2</sub> per person from 2019 to 2023 before carbon offset



**With carbon offset:**

For comparison, with the carbon offsetting of the solar panels counted towards official transport as well as the mission related travel offset certificates are shown in FIGURE 20.

**FIGURE 22. Tonnes CO<sub>2</sub> by category from 2019 to 2023 after carbon offset (photovoltaic solar panels and voluntary carbon offset certificates)**



**FIGURE 23. CO<sub>2</sub> distribution by category for the year 2023 after carbon offset**

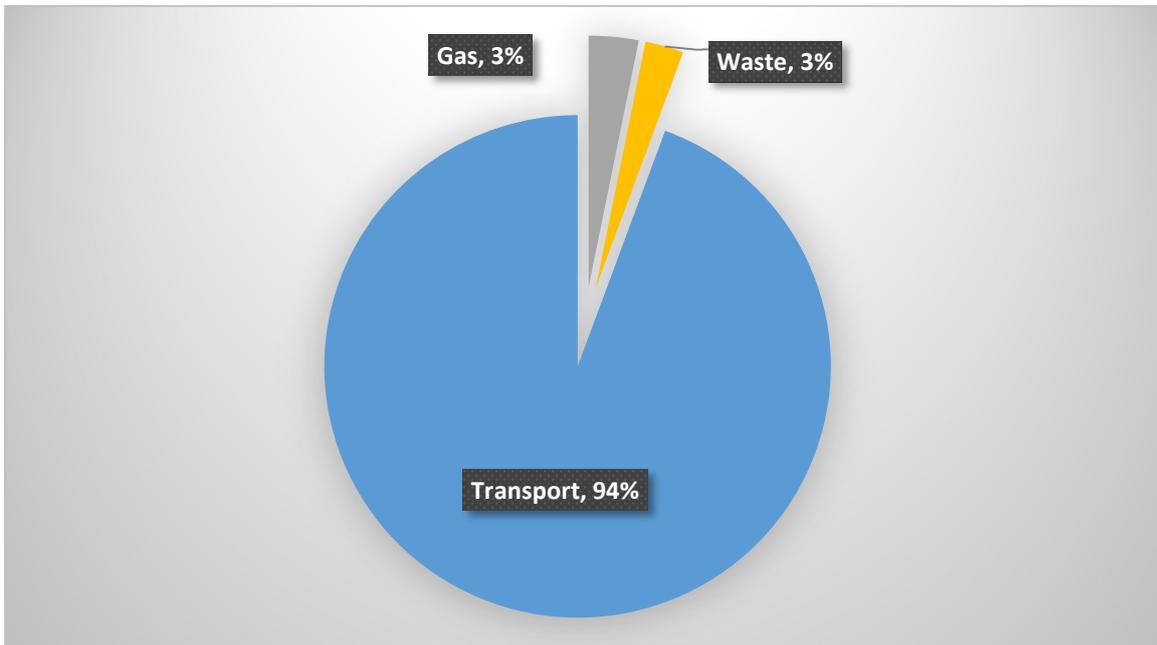
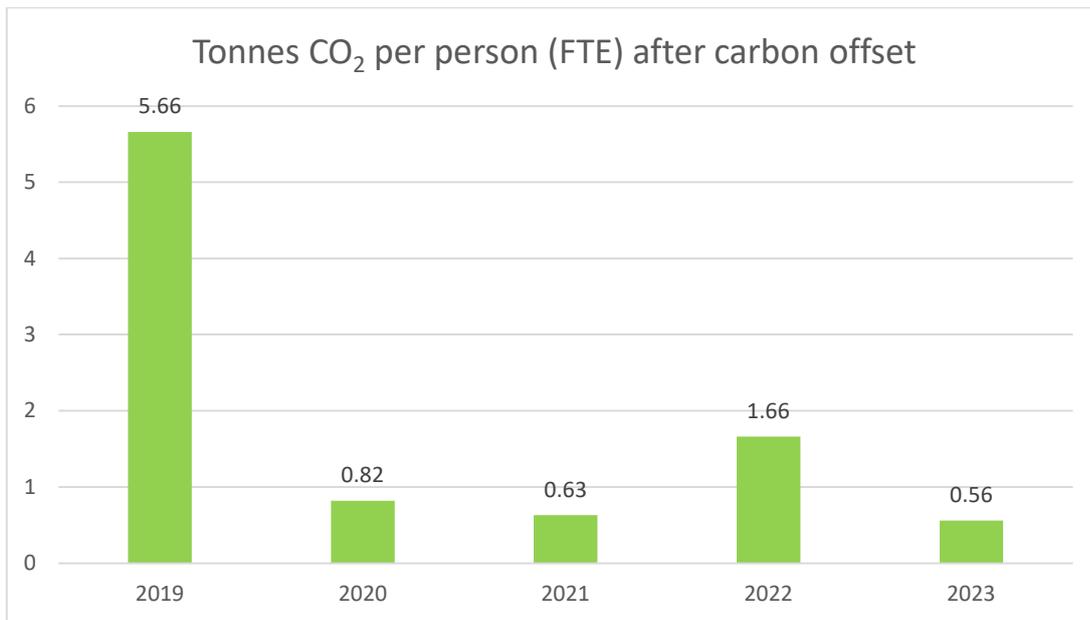


FIGURE 24. Tonnes CO<sub>2</sub> per person from 2019 to 2023 after carbon offset



Overall, the agency achieved a reduction of its CO<sub>2</sub> footprint taken into consideration the carbon offset of the solar panel electricity production and the certified voluntary carbon offset. The footprint was dropping to 0.56 tonnes of CO<sub>2</sub> per person in 2023 compared to 5.66 tonnes in 2019.

The weighting of the factors clearly shows that most of the agency’s carbon footprint before offsetting comes originally from missions (78 %), and transport (21 %), while waste (1 %) and gas remained below 1 %. Transport shows the potential for further reducing the Agency’s CO<sub>2</sub> footprint after the mission related carbon has been offset. Nevertheless, the ‘green’ electricity and the solar power generated on the roof of the main building will continue to noticeably reduce the agency’s’ footprint compared to the levels of 2019. The solar power cell production offset 2.373 tonnes of CO<sub>2</sub> in favour of the EMCDDA.

As a result, the Working Group on Environment will consider focusing on programmes to reduce transport-related activities by promoting public transport incentives and supporting the carbon offsetting scheme for transport, to be in place in 2024. Further improvements in the garage are recommended to promote the use of bicycles and electric cars.

## 10. Environmental programme 2024

### Strategic goals for 2024

G. Take the necessary measures to reduce and finally offset transport-related carbon emissions in 2024. This measure is expanding the already implemented carbon offsetting for missions to include the official and private transport related carbon as one of the indirect significant environmental impacts of the EMCDDA’s activities.

### Managing the EMCDDA premises

Maintain stable utility costs for the premises compared to 2019.

Maintain the provision of electricity from renewable energy sources.

Replace the natural gas based central heating system in the Palacete with an electric heating unit to end carbon emissions caused by burning gas as listed as direct significant environmental impact of the EMCDDA's activities by end of Q3.

Monitoring of the equipment containing fluoride gas to identify leaks as indicated as direct Significant environmental impact of the EMCDDA's activities.

### **Operational goals**

Improve the conditions in the garage to promote the use of electric cars by installing one additional charging point by end of Q2 and install fire fighting equipment to extinguish electrical car fires.

### **Training Plan**

Presentation on Gender Equality in Greening to the Gender, Equality, Diversity and Inclusion (GEDI) Forum in Q1.

Communication/Training to all staff related to the environmental performance achieved in 2023 and the Environmental Program for 2024 in Q2.

Promotion and participation in VeloMai together with EMSA in Q2.

Training on how the Agency achieved EMAS registration to all staff in Q3.

EMAS induction training to new staff all year.

### **Goals not implemented during 2023 moved into 2024**

Strategic goal 'E. Implement the EMAS framework and obtain certification by the end of 2023.'

Due to required adjustments in the documentation requested by the internal and external audit, the application for EMAS registration was postponed into Q1 of 2024.

## **11. Declaration signed by environmental verifier**

A confirmation regarding the requirements of Article 25(8) and the name and accreditation or authorisation number of the environmental verifier, together with the validation date. As an alternative, the declaration referred to in Annex VII, signed by the environmental verifier, may be used.

FIGURE 25. Environmental verifier’s declaration on verification and validation activities

**ENVIRONMENTAL VERIFIER’S DECLARATION ON VERIFICATION AND VALIDATION ACTIVITIES**

..... (name).

with EMAS environmental verifier registration number .....

accredited or licensed for the scope ..... (NACE Code)

declares to have verified whether the site(s) or the whole organisation as indicated in the environmental statement/updated environmental statement (\*) of the organisation ..... (name)

with registration number (if available) .....

meet all requirements of 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).

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 1221/2009,
- 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 environmental statement/the updated environmental statement (\*) of the organisation/site (\*) reflect a reliable, credible and correct image of all the organisations/sites (\*) 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 1221/2009. This document shall not be used as a stand-alone piece of public communication.

Done at ... on .../.../20....

Signature