

## Latest B.A.U.M. – activities in the field of Sustainable Office

In Germany, there are currently around 18 million screen and office workplaces. The proportion of office staff of the total labor force currently stands at around 50 percent and is expected to grow. In 2007, market researchers estimated that annually around 2 percent of the global CO<sub>2</sub> emissions account on the IT equipment in offices. This corresponds to the amount of carbon dioxide generated by the air traffic. By a more sustainable procurement with energy-efficient solutions and energy-saving behavior in the workplace, there could be enormous CO<sub>2</sub> and cost savings, which are, however, yet very underestimated in most companies.

In order to generate attention for this important topic, B.A.U.M. annually offers a “Sustainable Office Contest” to make companies check themselves their performance und to reward those who are already vanguards, using their best-practice examples for the creation of more interest in the topic. This year’s contest has ended on May 31th and our jury has evaluated the results. The winners in the four categories (small-scale enterprises with up to 20 employees, medium-sized enterprises with up to 500 employees, large-scale enterprises with more than 500 employees and public institutions) will be announced and honored on October 25th in an award ceremony within the scope of the Orgatec trade fair. The same day is an “action day” for Germany’s oldest and most popular label for environmentally friendly office products, the “blue angel” (Blauer Engel). Therefore, the award ceremony will start with a speech about the label and what it stands for. Afterwards, there will be time for networking while having a drink. Program details can be found on [www.buero-und-umwelt.de](http://www.buero-und-umwelt.de)

Due to the experience B.A.U.M. has gathered by offering the Sustainable Office Contest annually since 2008, there has been identified still a huge potential for Sustainable Office consulting, yet many companies still don’t tap the full potential of CO<sub>2</sub> and cost savings which derive from a more sustainable office equipment procurement and performance in daily office use.

To draw still more attention to this potential, B.A.U.M. will start a series of seminars for procurers and purchasers in companies, but also for all the other office users, yet sustainability-oriented behavior in the office everyday concerns all of us. On the seminars, participants are taught practical knowledge and positive examples are presented.

Main topics will be:

- Introduction: General Office organization (procurement criteria and procurement organization, suppliers transparency criteria when assigning sub-orders)
- technical office equipment: (copy / print equipment and accessories, screens / computers / accessories, telecommunication equipment. Focus e.g. on radiation emissions, power consumption, recyclability)
- office supplies (paper, pens, correction and adhesive, Storage tray / Focus e.g. on labels as procurement criteria, selection of materials, recyclability)
- office furniture (desks / cabinets / racks, office chairs, soft furnishings, floor coverings / Focus e.g. on pollution, material selection, ergonomics, recyclability)
- Office Cleaning & Waste (cleaning, re-use of materials, waste / recyclable material separation)
- Food in the office

- Room climate (ventilation and heating, landscaping, lighting; also relevant in terms of health aspects)

Comprehensive information can be found on the project website at [www.buero-und-umwelt.de](http://www.buero-und-umwelt.de). Of course, we are available for your questions.

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**About B.A.U.M.**

The German Association for Environmental Management (B.A.U.M.) e. V. was founded in 1984 as the first independent environmental initiative for companies and is today – counting more than 500 members – the largest network for sustainable business in Europe. B.A.U.M. supports its members in matters of corporate environmental protection and sustainable management. The focus is on work-based experience and service. [www.baumev.de](http://www.baumev.de)