

# Thirteenth Meeting of the Issue Management Group on Environmental Sustainability Management in the UN System (IMG 13)

Online, 7 November 2013

## Meeting Report

The 13th meeting of the Issue Management Group on Environmental Sustainability Management in the UN System (IMG13) was held on line on 7 November 2013. The meeting was attended by twenty-two IMG Focal Points and five SUN team members (participants are listed at the end of this report). The meeting agenda is attached.

### **Agenda item 1: Introduction, news from Sustainable UN (SUN) and adoption of agenda**

#### A. General Information

Isabella Marras of SUN introduced Stephanie Cariage Jaggi who is working with the SUN team on Environment Management System (EMS) guidance documentation.

#### B. Outcome/Results/Action points

None

### **Agenda item 2: Environment Management Systems (EMS)**

#### ***EMS Working group progress update***

#### A. General Information

The Working Group has developed a full set of milestones that will be able to assess the progress of organisations towards EMS. The initial milestones document requires more detailed guidance. The final product will be uploaded onto UNITE Connections. The milestones will also be accompanied by best practices and (where possible) references to ISO guidance.

The draft documentation is available on UNITE  
(<https://unite.un.org/connections/files/app#/file/bbadc713-8257-4df4-95a4-3f7721971afd>)

The Prepare and Plan sections have been populated and shared: <https://unite.un.org/connections/files/app#/file/1f4a6697-d53e-4912-9749-d12c61418bde>

#### B. Outcome/Results/Action points

Focal Points were invited to join the Working Group or to send feedback before 21<sup>st</sup> November. The final document is expected to be finalized by the end of December 2013. Oliver Buhler of UNFPA asked if the framework would enable organizations to achieve ISO certification. Isabella Marras of SUN explained that the framework could be used to assist organizations intending to move towards ISO, but would not in itself meet the standards of ISO. The framework has been designed for flexibility, allowing all organizations, no matter what their level of ambition, to make progress.

- ❖ Action: Focal Points are invited to feedback to the SUN team on the EMS guidance documentation by 21 November.
- ❖ Action: Focal Points who want to be more involved in the development of the guidance should join the Working Group.

### ***Update on EMS / ERS questionnaires***

#### A. General Information

The ERS/GHG Helpdesk is calling all IMG members individually to assess progress on ERS and EMS and find out if and how SUN can help organizations to progress. The interim results of the questionnaire were presented. The questionnaire covers status, type of actions, funding and barriers/lessons learnt. The help desk has collected 18 responses so far. Staff resistance is one of the main barriers identified. No specific requests have been made to SUN for additional support. Because most organizations have just started, it is still too early to assess barriers and lessons learnt.

#### B. Outcome/Results/Action points

- ❖ Action: Focal Points who haven't already spoken to Florian Kruazer of the Greenhouse Gas (GHG) Helpdesk, or fed back responses to the questionnaire, can contact him at [ghg.help@unep.org](mailto:ghg.help@unep.org).
- ❖ Results of the questionnaire will be published on UNITE by the end of the year and inform discussions in the next IMG in Washington DC and at the HLCM in March.

### ***Peer Reviews update***

#### A. General Information

Jacob Kurian of SUN provided an update on the peer reviews that are going on between 2013 – 2014, enabling UN organizations to review each others environmental profiles. The pilot organisations are WMO, UNEP and UNIDO/VIC.

A Peer Review Body (PRB) is being formed. In its first meeting during 28—29 January 2014, it will assess the results of the first two reviews carried out at WMO and UNIDO/VIC premises. Letters have been sent from Achim Steiner to all members of the EMG inviting participation in the PRB. Focal points are invited to involve their managers in the process and to participate. It's likely the EMG will extend the project in 2014 and more agencies will be invited for a second round of peer reviews

The process involves an initial questionnaire followed by site visits and intense exchanges between the peer review team and the reviewed entities. The initial questionnaire will be put on UNITE

The letter from Achim Steiner to EMG members will be sent to IMG Focal Points with the list of the EMG Focal Points to be contacted for follow up. A copy of the letter will be put on UNITE.

#### B. Outcome/Results/Action points

- ❖ Action: SUN team to upload onto UNITE a copy of the letter which has been sent from Achim Steiner to each EMG member.

- ❖ Action: Focal Points to be emailed a copy of the letter and a list of EMG members who received it.
- ❖ Action: Following a request from Nives Costa of UNOPS, Jacob Kurian of SUN will clarify whether only members of the EMG can be part of the PRB, or if it is open to anyone.

### **Agenda item 3: GHG Inventory and plans for Moving Towards (2013 edition)**

#### **A. General Information**

Louise Secular of SUN gave an overview of plans for Moving Towards 2013. The format will be similar to last year. The main changes will be the opportunity for agencies to add their own logos/information to the poster. It was also proposed that there would be a focus on waste to show that the UN is going beyond reducing the measured emissions.

Florian Krautzer of the GHG Helpdesk emphasized that 29<sup>th</sup> November is the deadline for uploads to the file cabinet.

A critical number of Focal Points requested the report be produced more quickly, so as to avoid the data being too old when it's published. The SUN team promised to review their plans and will aim to publish it in early 2014.

Andy Cole of WFP suggested that SUN should aim to have a template report with pre-approved case studies ready to go by the middle of each year, data could then be dropped in to the template, as soon as it became available.

Concerns were also raised about the value of a report in which 50% of the emissions data refers to 2008. SUN committed to finding a solution which would give the report greater transparency.

Georgina Stickels of the WFP and Kare Pugerup of IFAD proposed the idea that the whole inventory process should be started earlier in the year, and that SUN should survey organizations to find out if this is viable for next year. A survey will be launched in this regard.

The need to review and agree on a common approach to staff numbers and organizational budget for reflection in the inventories was also raised.

As to the proposal for a focus on waste for the report, discussions led to the conclusion that it is too early to start focusing the report on matters outside of those reported in the GHG Inventory. Every report so far has had a good mix of case studies and this balance should be kept, with possibly a little emphasis on waste this year. Anne Fernqvist from UNDP raised a concern that there isn't a shared agreement on what constitutes a 'good' approach to waste management. Isabella Marras of SUN clarified that the purpose of the report was not to set standards but to illustrate action across the system.

In conclusion Isabella Marras of SUN suggested the discussion be continued offline. The SUN team will have a discussion following the IMG and will aim to respond to each of the concerns Focal Points have raised.

#### **B. Outcome/Results/Action points**

- ❖ Action: Focal Points must submit inventory data by 29 November.
- ❖ Action: SUN team to review the Moving Towards timeline and bring forward the launch date.
- ❖ Action: SUN to carry out a survey of agencies, testing the viability of starting the inventory process earlier in the year.
- ❖ Action: SUN team to ensure the 2013 Moving Towards publication strikes a balance between showcasing GHG reduction measures and wider environmental sustainability management.
- ❖ Action: Focal Points were requested to send ideas for Moving Towards case studies to [greeningtheblue@gmail.com](mailto:greeningtheblue@gmail.com) (deadline for submission TBC). The case studies need to be sent on time and be authorized so no time is lost in corrections at the last minute.
- ❖ Action: In order to ensure an earlier publication, deadlines will be strictly applied.
- ❖ Action: SUN to consider ways in which the inventory and Moving Towards publication can more accurately reflect the fact that different organizations carry out their inventories to varying extents, some are more comprehensive than others.
- ❖ Action: Isabella Marras of SUN to look into the definition of staff and budgets as per the HCLM.

#### **Agenda item 4: IFC Waste Management**

##### **A. General Information**

Between January and June 2013, the IFC Footprint Program ran a “Waste Challenge” - the first coordinated, global effort to reduce IFC’s waste footprint.

Following a successful pilot, a new waste program was rolled out across IFC headquarters in Washington. The new system included a compost program at desks, pantries, and conference rooms; a new color-coded recycle system; clear bin labelling; and online reference guides.

The result was an increase in the combined compost/recycle rate from 35% to 93%.

Following this success, over a dozen IFC country offices from around the world have also implemented new waste programs and adopted targets. IFC Chief Executive Officer Jin-Yong Cai has now approved the announcement of a global IFC paper reduction challenge and target to reduce IFC’s paper consumption by 15% by 2015.

##### **B. Outcome/Results/Action points**

- ❖ Action: Rachel Maden of IFC to share Waste Audit TOR with the group. It will also be added to the Wiki.

## **Agenda item 5: Working Group updates**

### **A. General Information**

Two new Working Groups have been formed: Software Working Group (Greenhouse Gas / Environment Management Strategy Software Acquisition) and Offsets Working Group (responsible for editing and adding information to 'Guide to identifying and procuring quality carbon credits as a UN organization').

Neither of the Working Groups have met yet, but there is a core of interested IMG Focal Points (FPs) that are willing to participate.

### **B. Outcome/Results/Action points**

- ❖ Action: Shoa Ehsani of UNEP and SUN will convene an online meeting of the Software Working Group between mid-November and 1<sup>st</sup> week of December. This will be followed by a face-to-face meeting on Monday, 24 February 2014 in Washington DC
- ❖ Focal Points who are interested in volunteering for the Offset Working Group should contact SUN.

## **Agenda item 6: Conclusion, next steps and meetings**

Isabella Marras concluded the meeting and gave a summary of the key actions.

All participants are asked to complete the feedback form which has been emailed to them and which can also be found on Unite and Greening the Blue. Once complete the form should be returned to [Isabella.marras@unep.org](mailto:Isabella.marras@unep.org).

IMG14 will be taking place in Washington on 27-28 February 2014, kindly hosted by the IMF.

## **Thirteenth Meeting of the Issue Management Group on Environmental Sustainability Management**

### **Participants**

Jacob Kurian – SUN  
Isabella Marras – SUN  
Imogen Martineau – SUN  
Louise Secular – SUN  
Anne Fernqvist – UNDP  
Florian Krautzer – GHG Helpdesk – SUN  
Shoa Ehsani – SUN & UNEP  
Julie MacKenzie – UNHQ  
Heli Uusikyla – UNRWA  
Heidi Nabel-Meyer – UNV  
Mitchell Hall – FAO  
Oliver Buhler – UNFPA  
Rachel Madan – IFC  
Sami Abdulbak – ESCWA  
K. Somarajan Pillai – UNCCD  
Susie Bolvenkel-Prior – UNAIDS  
Marina Mairo – WHO  
Tina Mittendorf – FAO  
Nives Costa – UNOPS  
Kare Pugerup – IFAD  
Karina Holm – OHCHR  
Florence Kamundu – UNESCO  
Carolna Ferreira – ILO  
Alex Heikens – UNICEF  
Monika Kumar – World Bank  
Adam Rubinfield – World Bank  
Jeannie Egan – World Bank

## Thirteenth Meeting of the Issue Management Group on Environmental Sustainability Management

### Agenda

Time (CET)	Item	Topic	Speaker
14.30		On-line meeting room opens	
<b>15:00</b>		<b>Meeting starts</b>	
15.00-15.15	1	Opening: <ul style="list-style-type: none"> <li>- Welcome from Isabella Marras</li> <li>- Update from the SUN Team</li> <li>- Review and adoption of agenda</li> </ul>	Isabella Marras
15.15-16.00	2	Environment Management Systems (EMS) <ul style="list-style-type: none"> <li>- EMS Working group progress update</li> <li>- Update on EMS/ERS questionnaires</li> <li>- Peer reviews update</li> </ul>	Stephanie Cariage Shoa Ehsani Florian Krauzer Jacob Kurian
16.00-16.45	3	GHG Inventory and plans for Moving Towards (2013 edition)	Jacob Kurian, Louise Secular
16.45-17.00	4	IFC waste management	Rachel Madan, IFC
17.00-17.15	5	Working Groups update	Shoa Ehsani Imogen Martineau
17.15-17.30	6	Conclusions, next steps & meetings	Isabella Marras