

# ENVIRONMENTAL STATEMENT 2006



Data as at December 31, 2005

HEAD OFFICE: VIENNA

Branch offices located in Graz, Innsbruck, Linz

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The data and key figures provided refer to 2005 unless otherwise indicated; the organizational chart is from November 2006.

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# Our Environmental Responsibility



Since the mid-1980s, the OeNB has taken an active interest in promoting environmental sustainability at the corporate level and has endeavored to play a pioneering role among companies in the field of environmental protection. At the beginning of the 1990s, after the Austrian Waste Management Act had come into force, the OeNB took organizational measures that were even more stringent than those specified by law to effectively secure environmental management within the company.

Thus, the OeNB not only appointed a waste management officer and a deputy, but also created the position of an environmental officer responsible for the strategic and conceptual environmental policy framework as well as OeNB-wide coordination of environmental protection.

The OeNB took another great step forward when its Money Center divisions voluntarily implemented the EMAS Council Regulation in 1999, as did the Vienna head office as a whole in 2002. The branch offices followed one year later. With this development, the OeNB once again signaled its commitment to environmental protection above and beyond legal requirements. We hope that other companies will follow in our footsteps in introducing EMAS standards for environmental management systems — a safe and healthy environment takes a big team effort.

### **Klaus Liebscher**

Governor of the Oesterreichische Nationalbank

As many of the operations at the OeNB are run by offices, our first environmental activity was to switch to environmentally friendly office supplies and at the same time to introduce ecological aspects into building services and cleaning. Finally, our building and reconstruction activities were informed by ecological considerations. In the meantime, ecological thinking has entered all business areas, and even though it is sometimes difficult to reconcile environmental protection measures and economic viability, we have achieved some presentable results.

For example, the OeNB was awarded the ARDEA prize as Austria's most environmentally friendly office in 1992. The OeNB's environmental officer was voted environmental manager of the year in 1993.

In 1999, the OeNB received the solar award for the photovoltaic-inte-

grated Money Center façade. In 2002, our waste management team was nominated Waste Manager of the Year by the Vienna municipal administration for its efforts to recycle banknote waste, and in 2003, the OeNB was granted the title Model Environmentally Sustainable Business under the OkoBusinessPlan Wien program. The public has taken note of the OeNB's achievements: In a survey conducted by a top polling institute, respondents ranked the OeNB an excellent 6<sup>th</sup> among 100 companies in terms of eco-friendliness. However, at the OeNB we do not plan to rest on our laurels — much rather, our success motivates us to continue to actively contribute to environmental protection.

### Peter Zöllner

Member of the Governing Board EMAS management representative





Enforcing the EMAS Council Regulation at the Vienna head office as well as the OeNB's branch offices throughout Austria was no mere formality. Much rather, it was a perfect opportunity to make enormous strides with the substance and organization of environmental protection measures. Implementing the regulation has enabled us to put the OeNB's environmental management system on a broad basis by appointing environmental controllers throughout the company.

Since its extension, the new environmental management system has operated efficiently: better communications have made the implementation of measures much more effective, have allowed shortcomings to be addressed more rapidly and have strengthened environmental awareness.

Apart from being able to get directly in touch with environmental controllers, all employees may also browse the OeNB's Intranet to find information about environmental legislation, the OeNB's environmental management system, advice and pointers. Users also frequently take advantage of the opportunity to submit ideas directly and unbureaucratically.

Twice, the OeNB has held Environment Days to the great acclaim of its staff. These events, which raised environmental awareness, would not have been possible without the important contributions of the environmental controllers. The theme of the Environment Day on June 9, 2006, was "the OeNB as an ecologically responsible business — environmental protection management at the OeNB celebrates its 20<sup>th</sup> anniversary."

In the next few years, we plan to focus on preventing emissions and on effectively offsetting the emissions that remain after our best efforts to reduce them. Hence, we will reinforce our pioneering role as a carbonneutral business.

I am fully aware that all of these achievements would have been impossible without the ideas and the commitment of all the persons who have spearheaded environmental consciousness: I am grateful to them and to all environmental controllers. Let me also encourage all my colleagues to actively support our environmental protection efforts and to keep those ideas coming!

### **Johann Jachs** Environmental officer



# Environmental Protection Is a Responsibility for the Future

For two decades, the Oesterreichische Nationalbank has been committed to environmental protection and has made scores of notable improvements. Environmental protection must remain a key concern of the OeNB, considering that greenhouse gas emissions are rising worldwide, that oil resources are limited and that global climate change is progressing — and these are only a few of the serious

global challenges we face. Protecting the environment is not something we can do from time to time. We must commit to it permanently. We therefore seek steady improvements of our EMAS-verified environmental management system. Environmental protection is a responsibility for the future!

### **Martin Much**

Environmental coordinator

# A Modern Central Bank in an Integrated Europe

The Oesterreichische Nationalbank is the central bank of the Republic of Austria. It serves the citizens of Austria and Europe. In the public interest, the OeNB guides and supports financial and economic developments in Austria and in Europe.

### **Tasks**

The Oesterreichische Nationalbank (OeNB) is an integral part of the European System of Central Banks (ESCB), whose primary objective is to maintain price stability. In directing its efforts toward meeting this objective, the OeNB makes a valuable contribution to the single monetary policy and secures its implementation in Austria.

Moreover, the OeNB plays an important role in providing financial stability and in strengthening the Austrian financial market. This includes providing the public with secure means of payment. The OeNB is fully aware of the substantial responsibility it has as a consequence of these tasks. In the light of these assignments, the OeNB strives to secure the public's trust in its central banking activities by promoting high competence and performance on the part of its staff.

### **Development**

Austria's central bank was first founded in 1816 as the "privilegirte oesterreichische National-Bank." It was the sole bank in Austria entitled to issue banknotes. In 1878, the privilegirte oesterreichische National-Bank was transformed into the Oesterreichisch-Ungarische Bank, and after the end of the monarchy in 1922, the Oesterreichische Nationalbank was founded. In 1925, the schilling was introduced as Austria's currency.

After World War II had ended, the OeNB resumed operation, and



main building of the OeNB in Vienna's  $9^{th}$  district

the Austrian schilling replaced the reichsmark. In 1955, the National-bank Act was adopted; as amended, it remains the legal basis for the OeNB's operation to this day.

### Ownership Structure

The OeNB is a stock corporation. Its capital totals EUR 12 million. 70% of this sum is held by the Austrian federal government, the remaining 30% by employer and employee organizations as well as banks and insurance corporations. The transfer of OeNB shares requires the explicit approval of the General Meeting.

### The Euro Era

On January 1, 1999, the beginning of Stage Three of Economic and

Monetary Union (EMU), Austria and ten other EU Member States introduced the euro as the single currency. The OeNB's responsibility for monetary policy was transferred to the European Central Bank (ECB); monetary policy decisions are taken by the Governing Council of the ECB.

The Oesterreichische Nationalbank has always seen this development as a chance both for Austria to optimize its economic capacities and for the OeNB to maintain a leading edge among European central banks.

The confluence of national and European responsibilities has broadened the range of tasks incumbent on the OeNB:

- contributing to monetary policy decision-making;
- implementing monetary policy;
- providing information about monetary policy to the public;
- ensuring financial stability.

### **OeNB Company Profile**

President

Company name Oesterreichische Nationalbank (OeNB) Company address Otto-Wagner-Platz 3, 1090 Vienna, Austria

Phone (+43-1) 404 20-6666

E-mail / website oenb.info@oenb.at/www.oenb.at

Sector banking NACE code 65.11; 65.22 Activity central banking

Founded 1922 947 Staff

Total assets; profit for the year (2005) (EUR million) 46,389; 36.6

Herbert Schimetschek Klaus Liebscher Governor Peter Zöllner EMAS management representative Environmental officer Johann Jachs Environmental coordinator Martin Much

Waste management experts Leopold Gnant, Martin Schillein



main entrance to the OeNB - Car-Free Day campaign

Governing Board (Direktorium)			
Central Bank Policy Department Klaus Liebscher, Governor	Money, Payment Systems, Accounting and IT Department Wolfging Duchatczek, Vice Governor	Economics and Financial Markets Department Josef Christl, Executive Director	Investment Policy, Internal Services and Statistics Department Perer Zöllner, Executive Director
Volfgag Ippisch, Head	Legal Division	Economic Analysis and Research Section Peter Mosslechner. Director	Equity Interest Management Division
Internal Audit Division Wolfgang Winter Head	ווחסכן נין וסוגכן, ין וממט	Economic Analysis Division	ון מוצן מינאלון, וולמט
Communications Division	<ul> <li>Payment Systems and Information Technology Section</li> </ul>	Ernest Gnan, Head	Treasury Section Rudoff Trink Director
Günther Thonabauer, Head	<ul> <li>Wolfgang Pernkopf, Director</li> </ul>	Economic studies Division	Treasury – Strategy Division
Planning und Controlling Division Gerhard Hohäuser: Head	Information Technology and Payment Systems Strategy Division	European Affairs and International	Helmut Gruber, Head
Anniversary Fund	- Walter Hoffenberg, Head IT Development Division	Financial Organizations Division Franz Nauschnigg, Head	<b>Treasury – Front Office</b> Walter Sevcik, Head
Wolfgang Horitsch, Head	- Reinhard Auer, Head	Foreign Research Division	Treasury – Back Office
Personnel Division Axel Aspertherger Head	IT Operations Division	Doris Ritzberger-Grünwald, Head	Gerhard Bertagnoli, Head
	Erich Schütz, Head	Brussels Representative Office	London Representative Office
Future Unit	Payment Systems Division	Marlies Stubits, Chief Representative	Donis Kutalek, Chief Representative
Peter Achleitner, Director	Andreas Dostal, Head	Paris Representative Office	New York Representative Office
		Konrad Pesendorfer, Chief Representative	Gerald Fiala, Chief Representative
	Cashier's Division and Branch Offices Section		
	Stefan Augustin, Director	Financial Stability and Bank Inspections Section	Organization and Internal Services Section
	Printing Office	Andreas Ittner, Director	Albert Slavik, Director
	Gerhard Habitzl, Technical Manager	Financial Markets Analysis and Surveillance Division	Organization Division <sup>1</sup>
	Cashier's Division	Michael Würz, Head	Wolfgang Ruland, Head
	Gerhard Schulz, Head	Banking Analysis and Inspections Division	Procurement and Technical Services Division
	Northern Austria Branch Office	Helmut Ettl, Head	Thomas Reindl, Head
	Josef Kienbauer, Branch Manager	Credit Division	Security Division
	Southern Austria Branch Office	Franz Richter, Head	Gerhard Valenta, Head
	Friedrich Fasching, Branch Manager		Documentation Management und Communications Service
	Western Austria Branch Office		Susanne Ried, Head
	Armin Schneider, Branch Manager		
			Statistics Section
	Accounting Section		Aurel Schubert, Director
	Friedrich Karrer, Director		Banking Statistics and Minimum Reserve Division
	Financial Statements Division		Gerhard Kaltenbeck, Head
	Elisabeth Trost, Head		Balance and Payments Division
	Accounts Division		Eva-Maria Nesvadba, Head
	Herbert Domes, Head		

Herbert Schimetschek Office of the General Council Richard Mader, Head

President

Vice President Manfred Frey

# Organizational Structure and Processes

# **Economic Analysis** and **Research Section**

In charge of economic analyses and studies, of international relations, of the OeNB's Brussels and Paris Representative Offices, and of the Business and Economics Library.

# Financial Stability and Bank Inspections Section

In charge of financial and banking analysis, OeNB banking supervision and payment oversight responsibilities, company analyses and ERP loan issues.

### **Treasury Section**

In charge of liquidity management operations in the Austrian money market, portfolio management and the New York and London Representative Offices.

### **Statistics Section**

In charge of preparation of strategic issues connected to statistical data for the OeNB. In particular, the Statistics Section is responsible for preparing and analyzing money and banking statistics and for implementing minimum reserve and reporting provisions. Moreover, the section prepares and analyzes Austria's balance of payments and international investment position.

### Cashier's Division and Branch Offices Section

In charge of strategic planning and operations of the Cashier's Division, managing the OeNB's Printing Office and the branch offices wherever issues do not fall within the scope of other OeNB sections.

# Payment Systems and Information Technology Section

In charge of handling payment transactions and of developing payment systems at the OeNB and its subsidiaries. The Payment Systems and Information Technology Section is also responsible for planning, operating and servicing IT systems, hardware and basic software as well as strategic planning in the above-mentioned areas.

### **Accounting Section**

In charge of fundamental accounting matters and issuing accounting principles; is entitled to prescribe accounting procedures for the OeNB. Provides auditors with all information about weekly and annual financial statements.

# Organization and Internal Services Section

In charge of ongoing activities to render corporate governance effective, economical and comprehensive; in charge of administrative matters, procurement, facility management, security, environmental management, documentation management and communication services as well as organization and operation of the Bank History Archives.

### **Future Unit**

In charge of monitoring long-term strategic developments with an impact on central banking and of outlining future scenarios for banks, financial markets, central banks, monetary policy, monetary union and means of payment.



fair trade product presentation at the OeNB

### **Internal Audit Division**

In charge of ongoing audits of all OeNB business areas. Responsible for ensuring that the OeNB's operations comply with safety and cost efficiency rules and conform to internal standards and regulations as well as legal provisions.

### **Communications Division**

In charge of assisting and supporting the Governing Board and of public relations activities.

# Planning and Controlling Division

In charge of supporting management with strategic planning and annual operational planning; prepares input for corporate management decisions.

### **OeNB Anniversary Fund**

In charge of administering the funds allocated from the OeNB's profit to the promotion of scientific research and teaching.

# Equity Interest Management Division

In charge of managing and auditing the OeNB's equity interests, intercompany transfer pricing and group audits.

### **Personnel Division**

In charge of all personnel matters that do not fall within the scope of the General Council or the Governing Board.

### **Legal Division**

In charge of all legal matters. Determines whether new or amended legal provisions on the environment that are relevant to the OeNB have been promulgated. Informs the environmental officer. The Legal Division annually reviews the validity of all environmental protection provisions.

### Statement by Stefan Schleicher



### The Quest for Sustainable Economic Structures

What kind of structures does an economy need to be sustainable?

Economic policymakers have increasingly been posing this question in the light of new forms of potential conflict that range from disputes within Europe about natural gas deliveries to terrorist threats. It is likely that today, we still underestimate the global challenges of climate change.

In our quest for answers, we are also turning to institutions committed to intergenerational sustainability. Central banks have such a tradition. Their voice is needed to assess investment plans that will shape life and housing, mobility and production in the upcoming decades. We need to make every effort to ensure that future generations are spared the woes of coming to a structural impasse.

### Stefan Schleicher

Professor Economics Department University of Graz

### Locations

### The Vienna Head Office

The Vienna Head Office Phone: (+43-1) 404 20-6666 E-mail: oenb.info@oenb.at Internet: www.oenb.at

Staff: 913

Surface area: 67,608 m<sup>2</sup>

### Main building (OeNB I)

Otto-Wagner-Platz 3, 1090 Vienna, Austria, offices

### Money Center (OeNB II)

Garnisongasse 15, 1090 Vienna, Austria, offices

### Northern office building

Rotenhausgasse 4, 1090 Vienna, Austria, offices, Printing Office

The environmental management system does not extend to:

The **OeNB** cafeteria, which operates the full-service staff cafeteria as a limited-liability registered cooperative society.

The **company kindergarten** in the Garelligasse apartment building.

Oesterreichische Banknoten- und Sicherheitsdruck GmbH (OeBS), the banknote and security printing works in the Money Center, which has a separate EMAS- and ISO 14001-certified environmental management system.

Geldservice Austria GmbH (GSA), the OeNB's cash services company in the Money Center.

### Accessibility

The OeNB is easy to reach using public transport. The main building has private underground parking, which is available to staff for a fee.

main building (OeNB I)



Money Center (OeNB II)



### **The Branch Offices**

### Northern Austria Branch Office

4020 Linz, Coulinstraße 28 Coulinstraße 28, 4020 Linz, Austria Phone: (+43-732) 65 26 11-0

http://www.oenb.at/oberoesterreich

Staff: 8

Surface area: 1,138 m<sup>2</sup>



# Northern Austria Branch Office - Salzburg representative office

Franz-Josef-Straße 18, 5020 Salzburg, Austria

Phone: (+43-662) 87 12 01-0 http://www.oenb.at/salzburg

Staff: 4

Surface area: 521 m<sup>2</sup>



### Western Austria Branch Office

Adamgasse 2,

6020 Innsbruck, Austria Phone: (+43-512) 594 73-0 http://www.oenb.at/tirol

Staff: 9

Surface area: 821 m<sup>2</sup>



### **Southern Austria Branch Office**

Brockmanngasse 84, 8010 Graz, Austria

Phone: (+43-316) 81 81 81-0 http://www.oenb.at/steiermark

Staff: 9

Surface area: 1,550 m<sup>2</sup>



# Southern Austria Branch Office - Klagenfurt representative office

10.-Oktober-Straße 13, 9010 Klagenfurt, Austria

Phone: (+43-463) 576 88-0 http://www.oenb.at/kaernten

Staff: 4

Surface area: 400 m<sup>2</sup>



# Milestones of Sustainable Environmental Management

As a prominent public institution and as a modern central bank, the OeNB subscribes to the concept of corporate social responsibility, which includes the OeNB's commitment to protecting the environment.

# **Environmental Protection Milestones**

- 1986 Foundation of the staff council's environmental protection working group ARGE-Umweltschutz
- 1989 Environmental protection as a principle in the OeNB's mission statement
- 1991 Appointment of an environmental officer and of a waste management officer with two deputies
- 1994 Establishment of regular monthly meetings to discuss environmental protection issues
- 1997 Start of the quality and environmental management system project QUMS (Qualitäts- und Umwelt-Management-System) together with the banknote printing works
- 1998 ISO 9001, 14001 and EMAS certification of the banknote printing works in the new Money Center. At the same time, the IT, Security and Cashier's Divisions (all located in the Money Center) are EMAS validated.
- 2002 EMAS validation of the entire head office
- 2003 ISO 9001 and 14001 certification of the Printing Office
- 2003 Integration of the branch offices, located in the provincial capitals, into the environmental management system
- 2004 Participation in the StartClim project of the Federal Ministry of Agriculture, Forestry, Environment and Water Management

2005 Participation in the water project of Vienna's Municipal Department 22

# Our Environmental Protection Awards

- 1992 ARDEA prize (most environmentally friendly company in Austria)
- 1993 Environmental manager of the year
- 1999 Austrian solar award for the photovoltaic-integrated, gridconnected system of the Money Center's façade
- 2002 Municipal Department 22: waste manager of the year award (see photograph)
- 2003 Model environmentally sustainable business under the Vienna ÖkoBusinessPlan program



### **Our Objectives**

- promoting responsible resource consumption;
- cutting energy consumption;
- improving procurement policy;
- reducing waste production/recycling waste;
- improving environmental management and the company Eco-Control ecological data base;
- improving external communications;

- stepping up information to staff and staff environmental awareness;
- obtaining the Austrian ecolabel for environmentally compatible
- print products for the Printing Office;
- going carbon neutral by levying a contribution for every kilometer of business air travel.

### **Our Environmental Protection Priorities**

We orient all our measures on the pollution prevention hierarchy:

- prevent
   recycle
   reduce
   compost
- 3. reuse 6. recover energy

### **Environmental Controllers**



the Vienna environmental controllers



Graz: Harald Bermann



Innsbruck: Anton Reinelt



Klagenfurt: Fritz Blim



Linz: Franz Fraungruber



Salzburg: Robert Stastny



# The OeNB's Corporate Environmental Policy

The OeNB's corporate environmental policy represents the basis of all environmental activities in conformity with its mission statement. The policy spells out the general principles and ultimate objectives of the OeNB's environmental management and serves all staff members as a guideline for environmentally compatible behavior:

### The Oesterreichische Nationalbank implemements the EMAS Council Regulation.<sup>1</sup> It follows the EMAS principles detailed below.

### 1. Sustainability

We endeavor to range among Austria's most environmentally sound businesses. Hence, we do more than simply observe environmental protection laws and provisions, we direct corporate environmental management measures to increasing sustainability.

### 2. Information Policy

We pursue an open, responsible policy in providing the public with information.

### 3. Promoting Staff Environmental Consciousness

We promote environmental thinking and action throughout the OeNB by informing staff and raising environmental awareness.

### 4. Responsible Resource Consumption

We endeavor to minimize negative impacts on the environment by preventing unnecessary energy and resource use while observing business management principles.

### 5. Ecologically Sound Procurement

We observe ecological criteria for purchases of products and services, especially in tenders. Moreover, we make sure that selected products are made of environmentally sustainable materials and that their life cycle complies with ecological criteria.

### 6. Cooperation with Partners

We cooperate with partners in implementing environmental protection measures. In addition, we network with various institutions to provide impulses beyond the OeNB's immediate scope of action.

### 7. Research Projects

We support selected research projects dealing mainly with ecological improvements.

### 8. Climate Change

We acknowledge the risks involved in climate change as a key challenge of our times and therefore strive to make the OeNB's activities fully carbon neutral in the long run.

Liebscher Zöllner
Governor EMAS Management Representative

Environmental Officer

Vienna, December 2006

<sup>&</sup>lt;sup>1</sup> Regulation (EC) No 761/2001 of the European Parliament and of the Council of March 19, 2001, allowing voluntary participation by organizations in a Community eco-management and audit scheme (EMAS).

# A Clear Environmental Management Concept

The introduction of a comprehensive environmental management system – the logical result of years of activities in this area – upgrades and extends the OeNB's environmental protection efforts further.

# Environmental Protection Management: Organizational Structure

# The EMAS Management Representative

The OeNB's EMAS management representative is a Governing Board member. He is in charge of determining environmental policy and ensures that the OeNB complies with the obligations delineated in the EMAS Council Regulation — e.g. compliance with laws, establishment and pursuit of environmental objectives, continuous improvements.

# The Environmental Officer and the Environmental Coordinator

The OeNB's EMAS management representative entrusts the environmental officer with the conception and strategic formulation of environmental protection issues and with the implementation of the OeNB's environmental management system in practice. He approves all documents related to the OeNB's environmental protection activities. The OeNB's environmental coordinator is in charge of implementing operational measures as provided for in the corporate environmental protection program and of environmental auditing.

### The Environmental Controllers

One or two environmental controllers have been appointed in each OeNB Section and in each branch office to ensure that the individual measures in the OeNB's environmental protection program are implemented consistently. The environmental controllers are the contacts and motivators for environmental protection issues in their divisions.

### The Environmental Controllers

- contribute to the implementation of the OeNB's environmental protection program in their divisions:
- coordinate environmental activities within their divisions;
- cooperate closely with the environmental officer;
- attend regular monthly meetings of the environmental protection team;
- provide information about relevant issues in their divisions to the entire team;
- participate in environmental protection seminars.

### The Environmental Auditors

The environmental coordinator, in cooperation with the environmental officer, is responsible for internal audits and draws up the annual audit schedule. Several trained environmental auditors are available to implement the audits.

# The Environmental Protection Team

The environmental protection team comprises the environmental officer, the environmental coordinator and over 30 environmental controllers; it is the driving force behind envi-



OeNB environmental protection team in meeting

ronmental management at the OeNB. Meetings of the environmental controllers take place every month in Vienna. After the meetings, the environmental controllers at the branch offices are informed about the meeting during a conference call.

OeNB experts on waste management and waste disposal, energy and water management (technical services) and a safety engineer support the environmental protection team.

# **Environmental Protection Management: Workflow**

### **Environmental Auditing**

To steadily improve its environmental performance, the OeNB must rely on a smoothly operating environmental auditing scheme. Within this scheme, input and output data and consumption values are compiled on a regular basis. These data are analyzed using time series as well as internal and business sector-specific benchmarks. Furthermore, environmental reviews are made and the implementation of the environmental protection program is monitored regularly.

The audits draw heavily on the OeNB's EcoControl ecological data base. This data base serves to

- compile and evaluate all input and output data (environmental auditing);
- document any objectives and improvement measures in the environmental program in addition to those discussed at the regular monthly meetings or recorded in the minutes of the regular meetings of the environmental controllers;
- administer any legal provisions applicable to environmental protection issues and all relevant responsibilities and controls that are

- not administered by the facility management system;
- keep records of seminar material and of corrective measures taken.

The continuous improvement of the environmental protection system follows an annual cycle with defined milestones. The final step every year is obtaining an expert opinion by an independent environmental expert. Every three years, the environmental management system is subject to a comprehensive review, and in alternate years, review updates are audited.

# The OeNB's Environmental Protection Program

The environmental protection team develops concrete goals and measures to reach the key objectives defined by the OeNB's environmental protection policy and lay these down in the environmental protection program adopted annually by way of management review.

### **Management Review**

During the annual management review, the management representative assesses the effectiveness of the environmental protection system and decides on the strategy for the upcoming year.

### Legal Compliance

The Legal Division regularly assesses whether new or amended environmental protection provisions apply to the OeNB. Any tasks resulting from such provisions are flagged in cooperation with the environmental officer, and compliance with legal provisions is reviewed. The provisions and tasks as well as responsible officers and relevant documentation are documented in the task management module of the EcoControl ecological

data base or in the facility management system.

### Documentation of the Environmental Management System

Written records document everything needed to plan, implement and develop the environmental protection management system. It is not necessary to record all processes and procedures at the OeNB, only those that are linked to environmental protection issues and could thus influence the OeNB's environmental protection performance.

Our environmental documentation comprises documents related to specifications and requirements as well as records and reports.

Requirements and specifications include

- the environmental management handbook;
- environmental protection directives:
- environmental information.

Environmental records serve as evidence that environmental protection requirements have been fulfilled and that components of the environmental management system have been applied effectively (EcoControl records, minutes, instruction documents, audit reports and the like).

# Raising Environmental Awareness, Information, Events

OeNB staff may find information about environmental protection issues primarily on a dedicated Intranet site, which offers practical advice, reading tips, links and news items. Moreover, all key OeNB documents on its environmental protection activities, policy, objectives and program are available on the Intranet site. Staff members may provide suggestions and ideas for improvements

### Statement by an

### **Environmental Controller**



I have been the environmental controller of the OeNB's Balance of Payments Division for half a year now, succeeding my colleague Rene Dell'mour in this position. We follow a rotation principle

at our division, passing the torch to another staff member every few years to make more people environmentally aware. And why am I doing the job now? Where I come from in Tyrol, living in harmony with nature is part of our culture. Where, if not in Tyrol, are the negative effects of globalization more striking — consider transit traffic. And where, if not there, is the need to protect fragile environments more obvious. That is why I particularly value the environmental commitment of large institutions such as the OeNB and the opportunity they give staff to contribute.

What does an environmental controller do? I would suppose that depends on how staff members and their divisions define these tasks. Of course, environmental controllers should be important spokespersons for environmental protection, which means, for example, that they attend the regular meetings of the environmental protection team. Naturally, many staff members are interested in environmental protection, only they do not have the information they need about what is environmentally friendly and what is not, nor do they have the time or resources to research this information on their own. Such issues include the Car-Free Day initiative, making the right choices at the supermarket or drugstore, being in the loop about how to save energy, etc. And this is where environmental controllers can promote environmental awareness while learning a lot in the process!

### Patricia Walter

Environmental controller

either via the Intranet site or the company suggestion system.

Information events are held regularly for staff. In 2003 and 2006, the OeNB organized Environment Days on the 20<sup>th</sup> anniversary of the introduction of systematic environmental protection activities at the OeNB. Numerous staff members attended these events. The basic train-

ing program for new staff includes a module in which the general principles of the OeNB's environmental protection activities and strategies are presented.

Finally, articles about environmental protection issues are published in the staff magazine, as is a regular column entitled Sherlock EMAS about topical and practical ecological tips.

# Direct and Indirect Environmental Aspects

During the OeNB's environmental audit, we identify the environmental impact of OeNB products, services and activities and determine major direct and indirect aspects.

At first glance, a company like the OeNB in which most operations are run by offices does not appear to have a particularly large ecological impact. However, the activity of nearly 1,000 staff members does have important ecological aspects.

One such aspect is energy use — the energy the OeNB requires to run its operations and the energy that staff consumes as a result of business travel and commuting. The electrical power, heat and fuel we use produces emissions in the air, contributing to the greenhouse effect and ultimately to climate change.

Accordingly, the OeNB has rated energy management as one of the two processes with the greatest environmental impact.

The second aspect of the OeNB's operations with a major environmental effect is procurement. By choosing ecologically friendly products — office supplies, office furniture and equipment — and suppliers, the OeNB can help minimize the associated environmental impact. With the OeNB in the public eye, its pioneering environmental protection activities have an important influence.

We rated other aspects of the OeNB's operations lower on a fourpart scale measuring ecological impacts. In addition, we identified the direct and indirect environmental aspects of OeNB operations (resource use, energy consumption, waste generation, emissions, noise pollution) and assigned improvement potentials (from A = high to C = low/nonexistent) to each category.

We chose the following assessment criteria:

- amount of, and hazard involved in, the materials used, energy consumed, waste and emissions produced;
- amount of, and hazard involved in, the waste and emissions produced at the earlier production stages and the later waste elimination stages, and
- ecological impact (e.g. greenhouse effect) of materials and chemicals (e.g. PVC).

The risk of unplanned events occurring during operation of a facility that could result in unknown liabilities (e.g. unforeseen events, technical failures) was assessed in addition to the impact of normal operation.

This assessment is updated every year. In formulating the OeNB's environmental protection objectives, we factor in significant environmental aspects and determine special procedures.

The environmental impact table on the following page presents the results of the assessment for the OeNB main office and branch offices.

scrap metal collection



### **Direct and Indirect Environmental Impacts in 2006**

### **Environmental Liability Risk Assessment of OeNB Business Processes** Environmental Impact on Risk impact Other (e.g. noise pollution Potential for improvemer **Energy** consumption Waste generation Unplanned event Resource use Activity/facility/process Comment Support processes/facilities 仆 Office work В X X environmental impacts of earlier stages of the production chain are an important consideration in selecting suppliers, the OeNB is Procurement В indirect intent on setting an example, numerous criteria apply to supplier selection, e-procurement system is in place state-of-the art facilities, reconstruction work has been completed, ISO 14001 and ISO 9001 certified since November 2003, plans to Printing Office В obtain the Austrian ecolabel for environmentally compatible print old cathode-ray tube monitors have been exchanged for IT (EDP support) $\Leftrightarrow$ В flat-screen monitors high waste separation ratio (70%) Waste management 11 В energy sources produce indirect emissions, reduction objective: Energy management $\Leftrightarrow$ R 们 Water management В Cleaning 飠 cleaning agents and procedures have been adapted В OeNB Medical Services C greater impact in the case of the branch offices, Parking garage C $\times$ $\times$ $\times$ oil traps are provided uses energy, produces carbon emissions, survey performed on Environment Day, set up a bicycle stand, energy savings through Commuting В indirect teleworking arrangement uses energy, produces carbon emissions (business travel accounts Business travel В for roughly 17% of total energy consumption) no construction is planned at this time, the choice of contractor/ Construction activity building materials has an environmental impact, waste separation В indirect should be done on the construction site Workshops (head office, old facilities C increase water consumption, have an impact on the microclimate, Park grounds/landscaping C $\Leftrightarrow$ contribute to public greens in the city Business processes Liquidity and portfolio indirect cannot be subjected to environmental management n. a. management Analysis and statistics cannot be subjected to environmental management indirect optimizing transport is an objective, banknote disposal Cash handling C $\times$ $\times$ $\times$ (indirect impact - the OeNB determines disposal procedures) OeNB applies ecological criteria to granting procedures Research promotion indirect В (see environmental protection program) Key 仆 low environmental impact environmental impact rises if unplanned events arise environmental impact remains unchanged if unplanned events arise direct impact × high environmental impact indirect indirect impact Α high potential for improvement В medium potential for improvement С no / low potential for improvement n. a. no assessment

### Input/Output Data

The OeNB has set itself the goal of compiling the most comprehensive possible quantitative records of the company's resource and energy inputs and outputs. Resource, energy and water consumption are recorded in the OeNB's EcoControl ecological database as inputs; products and waste, sewage and emissions are recorded as outputs.

The representation of inputs and outputs is based on the sum total of all sites, with the Vienna head office accounting for the overwhelming majority of inputs and outputs. The branch offices are small offices with four to nine employees.

The data quality is basically very high, as most data derive from the SAP software system; the remaining data consist either of estimates based on experience or extrapolations, or of information from the responsible division or provider (e.g. cleaning company or mail center). Energy and water consumption per staff member at sites that are also used by the OeNB's subsidiaries is calculated partly on the basis of a consumption key and partly using a surface area key.

A new method to capture energy consumption has been used since 2004. This method makes it possible to determine energy use per building, ensuring that energy consumption records are accurate. Some of the data obtained with the new method differ strongly from the data compiled before. Additionally, participation in a benchmarking group of financial service providers has resulted in a substantial overall improvement in environmental performance. Accordingly, the 2004 and 2005 data are excellent. The input/ output statement is updated at least once a year.

### Changes from 2003 to 2006

The three-year period was marked by consolidation activities after the euro changeover, increased environmental awareness and progress with energy-saving measures.

The OeNB reorganized its activities across Austria in 2004 by introducing a regional, decentralized system. Under this system, Linz, Innsbruck and Graz were retained as branch offices; the Salzburg site was integrated into the Northern Austria branch office located in Linz; and the Klagenfurt site was made part of the Southern Austria branch office in Graz. The branch offices in Eisenstadt and Bregenz were closed.

The OeNB's commitment to ecologically responsible environmental policy was first publicly acknowl-

edged in 2005: In a survey conducted by a renowned Austrian polling institute in 2005, the OeNB received an excellent score, being ranked the 6<sup>th</sup> most environmentally friendly of 100 top Austrian companies. An efficient environmental management system not only helps protect



OeNB Environment Day – Albert Slavik, Director of the Organization and Internal Services Section, and Martin Much with a kindergarten class

the environment and everyone living in it – it is also noted by the public.

While energy consumption and especially electrical power use was on the rise elsewhere, the OeNB succeeded in keeping its consumption roughly unchanged. One OeNB employee trained as a European Energy Manager, which contributed substantially to this good record. Additionally, the energy manager defined a self-imposed goal to reduce power consumption at the OeNB by 5%.

Moreover, contrary to the trend in companies to consume more paper, the OeNB succeeded in cutting photocopying and printing paper use by roughly 40% in the three-year period.

Battery and rechargeable battery use was reduced to an absolute mini-

mum. Batteries are only used for selected security facilities and equipment; rechargeable batteries are used for all office applications.

Another contribution to environmental protection was the switch to a new cleaning system, which cut cleaning agent use by two-thirds.

Input Data			
Input Data		ı	
	2005	2004	
Materials	513,921	554,044	kg
Photocopying and printing			
paper, subtotal	173,500	231,410	kg
Printing and writing paper	63,245	117,798	
Cardboard	9,408	22,654	
Photocopying paper	58,438	62,849	0
Envelopes and mailers	40,659	26,264	0
Notepads	169	343	0
Booklets	224	374	_
Specialty papers	415	621	0
Calendars	943	508	0
Other paper products, subtotal	63,618	33,158	_
Incoming mail	29,200	14,944	кg
Newspapers	19,200	7 - 4 -	l
Sanitary paper ECB publications	8,019 29,400	7,545	_
Office supplies, subtotal	4,814	10,669 <b>6,876</b>	
Refillable toner cartridges	169	249	. •
Disposable toner cartridges	166	65	0
Other ecological office supplies	2,562	3,995	
Other standard (nonecological)	2,302	3,773	Ng.
office supplies	1,918	2,567	kσ
Operating supplies, subtotal	10,261	9,025	_
Cleaning agents	1,941	2,013	
Printing inks	173	134	
Other printing supplies	560	740	
Other auxiliary printing supplies	7,587	6,048	
Disposable and rechargeable		,	O
batteries	50	90	kg
Packaging material, subtotal	3,815	22,567	kg
Paper/cardboard packaging	2,598	22,532	kg
Plastic packaging	1,217	35	kg
Food and beverages, subtotal	235,662	251,008	kg
Food	147,354	155,985	U
Beverages	88,308	95,023	kg
Energy consumption	16,312,281	16,841,874	kWh
Electrical power	8,111,608	8,233,573	
District heat	4,815,467	5,236,945	kWh
Natural gas	138,290	171,863	
Business travel by plane	2,324,197	2,441,460	kWh
Business travel by car	603,315	462,930	kWh
Diesel use	297,573	265,143	kWh
Business travel by train	21,832	29,959	kWh
Water consumption	23,472,000	27,668,000	kg
Public water supply	10,650,000	13,720,000	_
\\\\all_op_sito	12 822 000	12 949 000	0

Output Data		
	2005	2004
Products	301,507	346,019 kg
Paper, subtotal	62,030	72,498 kg
Outgoing mail	16,480	8,279 kg
ECB publications	20,000	10,669 kg
OeNB flagship publications	25,550	53,550 kg
Packaging	3,815	22,567 kg
Total packaging	3,815	22,567 kg
OeNB cafeteria (meals eaten)	147,354	155,931 kg
Total meals eaten	147,354	155,931 kg
Beverages	88,308	95,023 kg
Total beverages	88,308	95,023 kg
Waste generation	200,821	238,299 kg
Recyclables	109,848	139,950 kg
Nonhazardous waste (for disposal)	89,653	95,840 kg
Hazardous waste (for disposal)	1,320	2,509 kg
Atmospheric emissions		5,922,328 kg
Emissions from energy use		5,922,328 kg
Carbon dioxide (CO <sub>2</sub> ) emissions		5,922,328 kg
Sewage/irrigation	23,471,000	24,948,000 kg
Sewage produced at the OeNB main building	23,471,000	24,948,000 kg



This input/output table covers the OeNB head and branch offices.

12,822,000 13,948,000 kg

Well on site

### **Key Environmental Figures**

The OeNB's environmental performance is measured on the basis of ecological indicators for businesses, which rely on input and output data. These indicators enable the OeNB to regularly assess improvements in environmental performance, make comparisons with other companies in the financial services sector (benchmarking) and identify improvement potential.

Annual comparisons with other institutions and the exchange of information in the process not only show where a company stands and where it could improve its environmental performance, but also prompt companies to review their targets, to keep accurate records and to compile comparative data.

The OeNB's subsidiary Geldservice Austria (GSA) has branches located in the same buildings as the OeNB, but they are not covered by the environmental management system. The consumption data for the buildings are broken down using a surface area key. As the branch offices are small, the relative figures fluctuate sharply; they are not very meaningful and are therefore not cited separately.

Breakdown of Energy Consumption Data from 2001 to 2005										
Energy consumption	Site	2005	2004	2003	2002	2001	Unit	+	Benchmark <sup>1</sup> ~	_
Electricity consumption Heat consumption	Vienna Vienna	8.31 66	8.37 73	8.4 80	8.7 135	9.2 119	MWh per employee kWh per m²	< 4.5 < 110	6 130	> 8 > 150
Water consumption										
Water consumption	Vienna	114	121	114	128	131	l per employee per day	< 60	100	> 120
Consumption of materials and products										
Total paper consumption	All sites	159	212	186	254	467	kg per employee	< 100	200	> 500
Consumtion of printing/ photocopying paper	All sites	11,830	12,330	20,958	25,377	27,797	sheets per employee	< 8,000	10,000	> 12,000
Share of recycled paper	All sites	90	90	65	34	34	%	> 30%	20%	< 10%
Consumption of cleaning agents	Vienna	22	31	105	105	105	g per m²		not available	
CO <sub>2</sub> emissions (total)										
CO <sub>2</sub> emissions <sup>2</sup>	All sites	2.87	3	4.1	4.3	4.9	tons per employee	< 2.8	4	> 4.5

<sup>1</sup> Source: Association of Environmental Management in Banks, Savings Banks and Insurance, guideline of the Austrian Society for Environment and Technology.

### **Procurement**

The OeNB's principal goals for the environmentally responsible selection of products and materials are as follows:

- We try to avoid using products containing chlorofluorocarbons (CFCs) and partially halogenated CFCs;
- We prefer renewable primary products to petroleum products;

- We prefer European wood products;
- We select products with ecolabels and seals (e.g. the Austrian UZ11 certification for the environmental compatibility of coloring agents for toners, the FSC seal of the Forest Stewardship Council for paper) from among tendering suppliers.

<sup>&</sup>lt;sup>2</sup> From operations and business travel. Business travel data supplied by the Personnel Division

The OeNB has defined ecological criteria for purchases and tenders (e.g. minimizing energy consumption, avoiding PVC use, providing for easy disassembly for recycling, avoiding composite material purchases, ensuring easy repair, making sure that there is a spare parts guarantee, making certain that suppliers have an environmental management system) and questions suppliers about their ecological performance by phone and personally at their companies.

### **Paper**

Despite the electronic revolution, offices still use enormous amounts of paper. To reduce paper use, the OeNB decided to move to double-sided printing and copying and advises its staff regularly on how to save paper. Since 2006, for example, every printer set up in the OeNB has a double-sided print default setting.

Additionally, the OeNB is intent on reducing the environmental impact of paper use by applying ecological criteria to paper procurement: Since 1984, the OeNB has used only paper made of 100% recycled (secondary) fiber for computer printing and photocopying.

For correspondence, printed material and representative purposes, the OeNB uses total chlorine free (TCF) paper.

The OeNB used about 58 tons of photocopying paper in 2005 (2003: just under 70 tons).

### **Measures Implemented**

### All sites

 We have switched to recycled paper (TCF paper) for all internally used paper products but stationery;

- We use pocket planners made of 100% recycled paper and cardboard;
- We use flip chart paper, paper towels and toilet paper with 100% recycled fiber content;
- We have implemented a doublesided print default setting for all new printers;
- We have phased out printouts of news flashes to staff; they are now distributed and filed electronically.

### **Office Furniture**

Office furniture should be functional, ergonomic and nice to look at while being robust, durable and easy to repair. Therefore, the OeNB has chosen solid wood furniture made of renewable domestically grown laminated beech or fir wood (no particle-board). All visible surfaces are made of beech wood; the body is treated with a water-based, environmentally compatible varnish. Shelves are made of untreated, sanded solid beech wood. The changeover to solid wood furniture came at no extra cost.



Martin Much, environmental coordinator, standing in front of office furniture

### **Measures Implemented**

### All sites

- We regularly purchase furniture made of solid or laminated wood rather than particleboard;
- We purchase office chairs that comply with clearly defined ecological features (made of environmentally friendly material, easy to repair, procured from suppliers with an environmental management system).

### **Office Materials**

A company like the OeNB in which most operations are run by offices has many opportunities to implement an environmentally sustainable policy in procuring and using ecological office supplies. The OeNB has switched to many sustainable materials and products: cardboard ring binders (to replace PVC-coated ring binders), environmentally compatible toner cartridges, recycled paper and the like.

### **Measures Implemented**

### All sites

- We have chosen suppliers of laser printer and fax machine cartridges that are EMAS verified and UZ11 certified;
- We use window envelopes with 100% biodegradable glassine rather than cellophane or polystyrene windows;
- We have replaced all disposable batteries (except those used for emergency equipment) by rechargeable nickel metal hydride (NiMH) batteries;
- We have switched to rollerball pens made of 70% recycled plastic;
- We have flagged the most environmentally compatible products in our company e-procurement order system.

### **Packaging Material**

We contractually oblige all suppliers to take back transport packaging materials. This may not directly reduce the environmental burden, but it is intended to encourage suppliers to reduce the amount of packaging material. Moreover, we rate suppliers on criteria that include the type of packaging and their willingness to fully disclose the composition of packaging material.

### **Measures Implemented**

### All sites

 We continuously check and keep records of the fees paid to Altstoff Recycling Austria, the company in charge of the proper disposal of packaging material.

### **Other Materials**

### **Measures Implemented**

### All sites

 We provide staff with information about which indoor plants improve air quality and have defined ecological criteria for indoor plant selection.

### Vienna

We have changed to serving an organic buffet at Environment Days.



Federal Minister Josef Pröll presents OeNB staff members with the EMAS certificate for the Oesterreichische Nationalbank (February 2004)

### Cleaning Agents

By awarding a contract to a company certified as compliant with environmental management standards, the OeNB has been able to ensure that only environmentally friendly cleaning agents and methods are used and that the data needed to draw up the Input/Output Statement no longer need to be estimated and are thus much more accurate.

### **Measures Implemented**

### Vienna

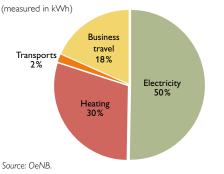
- We have switched to more environmentally compatible, economical cleaning agents and methods by engaging the services of a certified environmentally compliant cleaning company;
- We have been able to improve data quality;
- We have trained cleaning personnel.

### **Energy Consumption**

Until 2003, energy consumption was allocated to the main building of the OeNB using a surface area key. This data compilation method resulted in an energy consumption total of some 25 million kWh. A new method to measure energy consumption introduced in 2004 provides for much more accurate results. Total energy

# **Breakdown of Total Energy Consumption**

# by Category in 2005



### Statement by the OeNB's

### **Environmental Consultant**



### Climate Change Is the Key Challenge of **Our Times**

For years, the OeNB has been committed to ranging among the top Austrian companies on envi-

ronmental protection issues. The OeNB has made good on this commitment, and the success speaks for itself.

Humankind appears to have come to the most critical juncture ever at which it must decide how to shape a sustainable future for itself and for generations to come. Climate change affects all areas of life and involves a dramatic economic risk. We must now fully face the uncomfortable truth with a positive outlook.

One of the OeNB's key responsibilities is to secure financial stability, a task which requires the OeNB to analyze, and make provision for, all major risks that could destabilize markets. Climate change is exactly such a major risk. This is precisely what economist Sir Nicholas Stern concluded in his Review of the Economics of Climate Change, a 700-page report released in October 2006 for the British government: "No climate action may spark economic crisis."

Against this background, the OeNB the guarantor of stability and systemic safety – should assume a central role in climate policy. I am thinking along visionary lines: The OeNB should sound a warning note, should call on others to assume responsibility, and above all, should set an example as a carbon-neutral company for all its activities!

### Stefan Gara

Managing Director ETA Umweltmanagement www.eta.at

# Comparison of Energy Consumption Values for 2004 and 2005 MWh Electricity District heat Natural gas Diesel Business travel by plane Business travel by car Business travel by train 0 1,000 2,000 3,000 4,000 5,000 6,000 7,000 8,000

consumption calculated with the new method came to about 16.8 million kWh in 2004. Optimization efforts allowed the OeNB to save roughly 5% energy in real terms.

2004

Source: OeNB.

In 2005, OeNB energy consumption totaled 16.3 million kWh, with electricity use accounting for about 50%, heating for roughly 30% and business travel for over 18%. Energy use for business travel was calculated on the basis of average consumption values of the respective means of transport (airplane, train, car) per kilometer (see also Transport, page 31).

### **Electricity Consumption**

Electricity consumption came to approximately 8,100 MWh in 2005, equivalent to the use of a small town with 2,200 households.

The branch offices accounted for about 8% of this amount, the Vienna site — where the ventilation system and the climate control system for IT facilities use the lion's share of energy — for the remainder. Hence, electricity consumption is high at 8.3 MWh per employee per year compared to electricity use in the financial services industry. The data have im-

proved significantly since 2004 as a result of optimization measures and a new recording method.

The public power supply system covers the bulk of the OeNB's electricity requirements; the photovoltaic system integrated into the Money Center façade, for which the OeNB received the Austrian solar award in 1999, provides between 8 MWh and 10 MWh a year.

### **Heat Consumption**

Heat consumption is far lower than electricity consumption and, in surface area terms, the OeNB ranks in the top-middle range among financial service providers. The data are not adjusted for weather data, meaning that outdoor temperatures are partly responsible for the annual fluctuations.

District heating covers the bulk of the OeNB's heating requirements; only at the Innsbruck branch office is gas used for heating.

The branch offices' share of total heat consumption is low at 550 MWh. A comparison of the 2005 data with the 2004 data is not meaningful because the branch office structure was

reorganized in 2004; the next feasible comparison will be of 2006 data with 2005 data. The head office buildings account for most of the OeNB's heat consumption.

By optimizing heat curves, installing RPM-regulated pumps and implementing heat recovery measures, the OeNB has succeeded in substantially reducing heat consumption at the head office buildings.

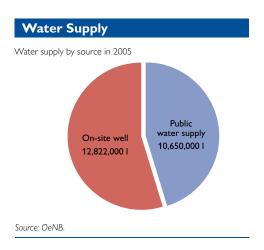
### **Measures Implemented**

### All sites

- We have changed data compilation methods and have calculated precise surface area data (in m²), improving the accuracy of data and indicators;
- We have adjusted automatic light and ventilation setting times (also in the parking garage) without compromising safety;
- We have linked air volume control in meeting and conference rooms to room temperature, humidity and air quality; operating times are controlled via the reservation system;
- We successfully put one OeNB employee through training as a European Energy Manager at the Austrian Federal Economic Chamber (graduated with honors); the energy manager set a self-imposed goal to reduce energy consumption at the OeNB by 5%;
- We put out a folder on energy management and conservation measures for staff; it includes information about energy-conscious heating and airing.

### Innsbruck

 We have reduced the temperature of the automatically activated garage ramp heating system from 10°C to 3°C.



### Linz

 We have had automatic doors installed to economize on heating costs.

# Water Consumption and Waste Water

The OeNB used roughly 23.5 million liters of water in 2005, which corresponds to the annual consumption of roughly 500 people in their homes. In terms of staff size and working days, this figure is at the top end of the financial services industry, but has been improving steadily over the past years.

The branch offices account for just under 11% of water use; with a 5% share, Linz comes second after Vienna.



Viennese mountain spring water is served at meetings. No packaging, easy handling, environmentally friendly.

The biggest water consumers are sanitation facilities, watering of public greens, and, in Vienna, the air purifier for the heating and climate control system.

The OeNB obtains its water supply from the public mains. In addition, it covers more than half of the water needs of the main building and the Money Center in Vienna from an on-site well. The OeNB has been issued an authorization to use the well.

### **Measures Implemented**

### Vienna

- We have had toilet tanks equipped with a flush stop system. The toilets use well water.
- The sprinkler system for the greens in front of the main building are turned on during the cool hours of the day, and the watering system for the courtyards is set to take into account variations in the exposure to sunlight caused by the surrounding buildings.

### **Transport**

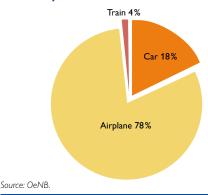
### **Employees**

According to a study published by the Vienna Chamber of Labor in 1996, 44% of all employees in Vienna take public transport to work, and the same percentage goes by car. 8% walk, 2% share a ride, and 1% goes by bike. The Vienna site is easily accessible by public transport. The parking around the Vienna site is short-term parking for a fee; users are also charged for the nearby parking garage.

Many staff members who work at the branch offices also use public transport (buses or trains). Some staff members use private transport means, with bicycles being used only for shorter commutes.

### Percentage Share of Kilometers

# Traveled on Business Trips by Mode of Transport in 2005



### **Measures Implemented**

- We purchased and set up a bicycle stand at the Vienna site (and provided better lighting) and at the Northern Austria branch office;
- We participated in the Car-Free Day initiative on September 22, 2005: staff members who left their car at home on that day received a small gift.

### **Business Travel**

Staff members traveled over 3.4 million kilometers on business in 2005. 78% of the distances were covered by plane (the OeNB and its staff have many international responsibilities). 18% of all business trips were by car, 4% by train.

bicycle path next to the Money Center



Business travel consumed nearly 3 million kWh of energy and produced 583 tons of CO, emissions.

The OeNB is targeting an increase in the share of business trips by train.

### **Courier Services**

We have bicycle messengers handle most courier assignments.

### **Cash Transports**

The OeNB has entrusted its subsidiary GSA with cash distribution to banks and companies.

The OeNB only handles cash distributions to GSA branch offices (in all provincial capitals except Eisenstadt and St. Pölten). Diesel use for cash transports came to about 300,000 kWh in 2005, down by about 15% from 2002.

### **Annual Comparison of Waste Disposal Volumes**

by Type of Waste

		2005	2004
	Waste code number		
Nonhazardous materials Commercial waste Treated wood Cistern sludge Bulky waste Electronic scrap Toner (nonhazardous)	91101 17209 94704 91401 35201 57129	89,653 kg 87,273 kg 0 kg 0 kg 0 kg 2,380 kg 0 kg	95,840 kg 91,420 kg 2,380 kg 0 kg 0 kg 2,040 kg 0 kg
Hazardous materials Lead accumulator cells Dry-cell batteries Oil trap contents Fluorescent light tubes Pharmaceuticals Paints and varnishes Oil, packaging, containers Special solvents Developers Computer screens	35322 35325 54702 35339 53510 55502 54102 52723 31466	1,320 kg 0 kg 0 kg 0 kg 0 kg 30 kg 120 kg 0 kg 790 kg 360 kg	2,509 kg 440 kg 0 kg 0 kg 590 kg 30 kg 138 kg 0 kg 18 kg 1,143 kg
Cleaning solvents Fixers	55326 52707	0 kg 20 kg	33 kg 57 kg
Recyclables Scrap paper Biogenic waste Clear glass Plastics Scrap metal Total	18718 91104 31468 57118 35105	109,848 kg 89,360 kg 7,700 kg 6,800 kg 5,988 kg 0 kg 200,821 kg	139,950 kg 118,620 kg 7,700 kg 6,800 kg 4,800 kg 2,030 kg
IUtai		200,021 Kg	238,299 kg

### **Waste Generation**

All in all, just under 200 tons of waste are produced at the OeNB every year. Accurate data are available only for the Vienna location, which produces the bulk of waste. The branch offices generate only small amounts, comparable to those of households; only rough estimates can be made.

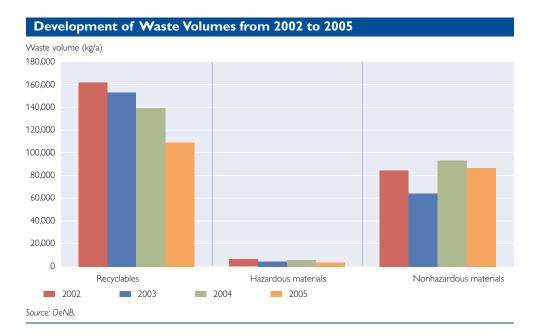
The amounts of waste and the shares of nonhazardous waste, hazardous waste and recyclables fluctuate only little from year to year.

Scrap paper represents by far the biggest share of waste. At all sites, scrap paper has been collected for recycling since 1982.

The reduction in waste amounts from 2004 to 2005 can be explained by several factors: First, archives were moved and cleared in the process; second, construction activities have ended; and third, workshop operations have been fully outsourced.

The share of recyclables in total waste comes to around 70%, a sign that waste separation works well. The separation system is based on comprehensive waste disposal logistics, especially for the Vienna site. The logistics also ensure that the remaining waste is properly disposed of.

In addition to scrap paper, recyclables include clear and colored glass, scrap iron and other scrap metals such as brass or aluminum, styrofoam, plastic foam packing materials, electronic scrap, plastic and frying oil (used to make soap). Separate disposal is provided e.g. for batteries and pharmaceuticals. Battery disposal boxes have been set up near the OeNB lobbies. Used office equipment and furniture as well as obsolete office machinery is donated to needy organizations, mostly charities. Office chairs were replaced in 2006, and all



redundant chairs were sold to employees for a token amount.

The new waste center at the main building of the OeNB, where waste presses for scrap paper and cardboard (volume: 18m³) and for commercial waste (volume: 16 m³) have been set up, has been fully operational since mid-2002. The use of presses reduces the total volume of waste and thus waste transport frequency.

### **Measures Implemented**

### All sites

- Since mid-2006, we have been delivering shredded euro banknotes and cuttings from the OeBS, the banknote and security printing works, to the Lenzing Group, which burns the material for power generation;
- We have sold old office chairs to staff;
- We have introduced a clearer guideline for waste separation;
- We have set up a container for the disposal of data storage media (CDs, disks) in the OeNB's northern office building;

 We have put up an information board on the ground floor of the OeNB's main building.

# Air and Water Emissions Air Emissions

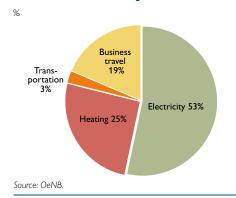
District heating is used for all OeNB sites except the Innsbruck branch office. This energy source does not produce any direct air emissions, only indirect emissions at the district heating power plants themselves. We used the emission factors of the Vienna municipal climate protection program (KLIP) to calculate the OeNB's share of emissions.

The Printing Office at the Vienna site used 173 kg of solvent-based inks in 2005. Volatile solvents cause diffused emissions into the air. Solvent-free paint and solid wood furniture are used in the offices, preventing such diffused emissions there.

### Water Emissions

Water emissions at the OeNB are comparable to those of normal households. Most of the emissions are sanitation sewage and sewage containing cleaning agents.

# Breakdown of Energy Sources by Their Share in CO<sub>2</sub> Emissions



# Other Environmental Aspects

### **Environmental Legacies and Soil**

We may assume that there is no environmental legacy and that the OeNB's operations do not produce any emissions that are absorbed into the soil.

# Other Emissions (Noise, Odors, Radiation)

The OeNB's activities do not result in noise pollution or any other disturbances for the surroundings.

# Indirect Environmental Aspects of ERP Loans and Portfolio Management

By assessing the creditworthiness of companies and the credit quality of securities provided as collateral for projects submitted for ERP loans, the OeNB plays an indirect role in ERP lending. The ERP Fund per se is organizationally attached to the Federal Ministry of Economics and Labor. Project applicants must fill out a questionnaire on environmental indicators broken down into 14 categories (including the decontamination of contaminated areas, the reduction of air emissions and noise pollution, the reduction of resource consumption, energy recovery, the reduction of waste generation and participation

### Statement by a Teleworker



### Yet Another Teleworking Plus: It Saves Gas!

I have been teleworking since May 2003, and I am very happy with this arrangement. While the

teleworking system encountered some technical difficulties at the project stage, things are now running smoothly thanks to continuous improvements by the IT experts. Today, the highly sophisticated teleworking equipment makes it possible for teleworkers to access all functions needed at home. For me, teleworking means I can save time. I live to the south of Vienna, some 40 km from the OeNB; teleworking saves me a round-trip commute of some two and a half hours. This adds up to about 4,000 km that I can save every year, and 125 hours more free time. I see the advantage for the OeNB in the fact that teleworkers can work more efficiently from home; they have no business appointments when they are at home and can concentrate fully on getting assignments done. Working from home requires great discipline on the part of teleworkers. For my part, I have formed a habit of getting up at the same time every day and sitting down to work at the same time as I would leave the house to commute. My family had to get used to my "not being at home" when I sit down at my desk at home - all those who think they can keep an eye on the children while teleworking will soon find themselves sitting at their desks again until late at night. In my case, the advantages of teleworking clearly outweigh the disadvantages: therefore, I am grateful that the OeNB has made teleworking possible for me.

**Rudolf Butta**Organization Division

in environmental management systems).

Ensuring the stability of the currency (reserve assets) is the key objective of portfolio management; thus, portfolio management has no environmental impact.

### **Construction**

Wherever funds and resource capacities allowed, the OeNB observed the following ecological specifications in constructing the Money Center and renovating the main building and the northern office building; the same standards will serve for future calls for construction tenders:

- Windows: we use window frames made of domestic wood rather than plastic materials; surfaces are treated with water-based paint;
- Conduits and cables: if available on the market, we use PVC-free materials for electrical installations;
- Paint: we use paint made of natural products (no synthetic additives) for interior walls, ceilings and metal parts; we use natural resin-based paints;
- Flooring: we use hardwood flooring in offices; linoleum, stone and tiles are used elsewhere. These materials do not become electrostatically charged and are easy to clean. Furthermore, we tried to avoid constructing raised floors, and tried to avoid leaving open hollow spaces or chinks in flooring, among other things to prevent floors from exhibiting pockets in which dust can gather, feed house dust mites and aggravate allergies;
- Ceilings: we use mineral woolfree soundproofing materials; wherever mineral wool has to be used, it is encased;

### **Statement Henriette Gupfinger**



The OeNB Contributes to a Lively Exchange of Information

Ever since the Austrian Society for Environment and Technology (OGUT)

was founded, the OeNB has made an active contribution to its financial intermediaries and insurance companies working group, which consists of representatives of key Austrian financial players. At workshops, this group has compared the environmental performance benchmarks of the companies represented for more than five years, and has proposed measures to reduce environmental impacts reflected by these figures.

The exchange of experience with other financial service providers gives the OeNB a chance to analyze its own environmental protection measures and thus to advance its own development. Consistent efforts to promote environmental protection are focused on such important areas as reduction of paper and energy consumption, the move to environmentally safe products in procurement and the reduction of emissions. These efforts have helped the OeNB to implement concrete measures, which have significantly improved its ecological benchmarks.

OGUT appreciates the OeNB's contributions to the working group and to a lively exchange of information.

### Henriette Gupfinger

OGUT management member Austrian Society for Environment and Technology

- Climate control: we do not use air conditioning systems in normal offices, focusing on optimal thermal insulation instead;
- Isolation material: we use CFCfree materials with noncarcinogenic, highly biosoluble fibers corresponding to the KI40 standard;



screenshot of an environment page on the OeNB website

 Cooling agents: we use cooling aggregates operated with cooling agents with a reduced share of halogens.

### **Measures Implemented**

### Vienna

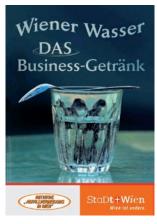
- We renovated the northern office building in line with environmental sustainability concepts;
- We exchanged all cables made of PVC. When work was completed in 2006 we had replaced a total of 7,200 kg of PVC.

### Ecological Awareness – Improved EMAS Consciousness

In its mission statement, the OeNB has committed itself to take special responsibility for environmental protection. This translates not only into promoting environmental consciousness among staff members, but also into delivering a message to the public through various channels. These efforts have been crowned with success, as the results of a survey by a renowned opinion pollster shows — the OeNB scored 6<sup>th</sup> on environmental friendliness among 100 Austrian companies in 2005.

# Measures Implemented All sites

- We present environmental issues to a broad public on the relaunched OeNB website (partly available in English);
- We publish environmental performance benchmarks in the OeNB's Annual Report;
- We participate in the Car-Free Day campaign;
- We have introduced battery testers as an environmentally conscious giveaway at trade fairs and similar events;
- We have presented the OeNB as an environmentally aware company in various publications, e.g. in Ökologische Büropapiere



poster for the Viennese water campaign

"Wisdom is not the result of education in school. It is the result of a lifelong struggle to achieve it." Albert Einstein, 1954

### 2005 marked the Einstein year

50<sup>th</sup>anniversary of Einstein's death 100 years since Einstein formulated his relativity theory and Einstein would have been 125 years old

In 1905, Albert Einstein published five scientific articles that changed the face of physics, revolutionizing our classical view of time, space, matter and energy.



promoting the OeNB's Einstein suggestion system campaign

Mustermappe (published by the Vienna municipal administration), Umweltstadt – Nachrichten der Wiener Umweltanwaltschaft, where an interview entitled "Umweltmanagement in der OeNB" with OeNB environmental coordinator Martin Much was published, and in the annual report of a school in Vienna (Realgymnasium Rahlgasse), which is EMAS validated;

- We have presented the OeNB's energy saving measures in €CO, a weekly program of the Austrian Broadcasting Corporation;
- We are participating in the Viennese water campaign "Wiener Wasser DAS Businessgetränk" under which Viennese tap water is served at business meetings as a contribution to preventing waste and preserving resources;
- We undertook a special campaign in the company suggestion system entitled "Einstein-Sonderaktion"; one-third of the suggestions submitted were environmental impact related;
- We installed an environmental issues display on the ground floor of the main building of the OeNB;
- We succeeded in having the OeNB's environmental officer appointed to the management of

- the Austrian Network for Sustainable Management (B.A.U.M.);
- We have introduced the EMAS logo to the imprint of all new OeNB publications;
- We organize environment day trips (e.g. into the Dürrenstein wilderness area);
- We invite speakers to the regular monthly meetings of the environment team, for example Kai Jan Krainer, member of the lower chamber of Austria's parliament, who specializes in environmental protection and animal welfare. Moreover, representatives of the environmental protection organization "die Umweltberatung" presented information e.g. about indoor plants and disposable versus reusable packaging of beverages;
- We regularly publish articles on environmental topics in the OeNB's staff magazine and provide environmental tips in its Sherlock EMAS column;
- We support environmental awareness projects at schools.

### Innsbruck

 We held an exhibition entitled "Wertvorstellungen" (a play on words meaning both "values" and "the presentation of assets") about shredded banknote recycling at the Western Austria branch office.

# The OeNB's Environmental Protection Program

The OeNB has committed to continuously improving its environmental performance. Therefore, we at the OeNB constantly seek ways to implement our environmental objectives in

practice and lay down these objectives — and the measures with which to reach them — in our environmental protection program.

# Environmental Improvements

We scored major successes in implementing environmental improvements in 2006, including:

- Optimization of energy consumption: we have changed our data compilation methods and have calculated precise surface area data (in m²), improving the accuracy of data and indicators. The project was completed with a conservation of energy of 5% a year;
- Reduction of paper consumption: we have cut paper use in-house by about 30% since 2003 by
  - introducing a double-sided print default setting for printers
  - introducing an electronic filing system
  - sensitizing staff increasingly to environmental issues;
- Company suggestion system campaign: We published an article in the staff newspaper about the spe-



Jan Krainer, member of the lower chamber of Austria's parliament, and environmental coordinator Martin Much

- cial company suggestion system campaign we had organized in 2005. A third of the 91 submissions had been environmental impact-related;
- Tender for paper: we issued a new tender for paper products requiring the use of 100% recycled paper;
- Environmental awareness: we presented the OeNB as an environment-conscious company in various publications, such as "Ökologische Büropapiere Mustermappe" of the municipality of Vienna and the annual report of a school in Vienna (Realgymnasium Rahlgasse), which is EMAS validated;
  - Consultancy: we act as consultants for research projects dealing with environmental sustainability and environmental protection;
- Improvement of external communications: we publish information on environmental issues
  - on the OeNB's website (partly available in English)
  - in the OeNB's Annual Report (ecological indicators for consumption of electricity, heat, water, paper, cleaning agents and for carbon emissions);
- Provision of subsidies: we provide environmental sustainability-linked subsidies to various institutions and associations;

- Paperless information: We have phased out printouts of staff information circulars; they are now distributed and filed electronically;
- Day trips: we have organized day trips to the Dürrenstein wilderness area and a guided tour on edible wild fruit;
- Participation in prize juries: an OeNB staff member from the Western Austria branch office sat on the prize jury that awarded the future prize of the city of Bregenz;
- Lectures: we invite speakers to the regular monthly meetings of the environment team, for example Kai Jan Krainer, member of the lower chamber of Austria's parliament, who specializes in environmental protection and

- animal welfare. Moreover, information about disposable versus reusable packaging of beverages, indoor plants and the like is provided.
- Environmentally sustainable procurement policy: we include ecological criteria in all environmental impact-related tenders. Environmental criteria have a weight of about 15% in contract awards;
- Renovation: we have exchanged all remaining cables made of PVC, replacing a total of 7,200 kg of cables;
- We held an exhibition entitled "Wertvorstellungen" about shredded banknote recycling at the Western Austria branch office from October 25, 2005, through December 31, 2005.

# **Our Environmental Protection Program in 2003**

Targets	Responsible	Deadline	Site	
Replace ecologically critical materials				Has the objective been reached
	construction			
Replace remaining PVC cables	management	2006	Vienna	<b>☑</b>
Reduce total paper consumption by 20% by 2006				Has the objective been reached
Step up purchases of printers and photocopiers with duplex units (to be continued)	staff member/ environmental controller	2006	all sites	$\square$
Increase the amount of online versus paper publications	environmental controller	2006	all sites	
Step up consideration of ecological criteria in procurement				
Expand ecological procurement criteria to all purchases ( >> postponed from 2005)	Procurement and Technical Services Division	2006	all sites	
Make ecological assessments of the major suppliers (80% to 90% of the procurement volume) (→ postponed from 2005)	Procurement and Technical Services Division	2006	all sites	see program for 2006
Train OeNB purchasing agents (CheckIt) (→ postponed from 2005)	Procurement and Technical Services Division	2006	Vienna	
Step up organic food purchases for the OeNB cafeteria	Organization Division/ OeNB cafeteria	2006	Vienna	$\overline{\mathbf{Z}}$
Reduce energy consumption by 5% by 2005				Has the objective been reached
Continue implementing energy consumption optimization measures	Procurement and Technical Services Division/ Technical Controlling Unit	2006	Vienna	abla
Use additional measuring instruments to capture data more accurately	Procurement and Technical Services Division/ Technical Controlling Unit	2006	Vienna	
Reduce emissions				Continue
Expand the share of business trips by train at the expense of air travel ( $\rightarrow$ to be continued)	environmental officer/ Personnel Division	2006	all sites	
Improve waste management				Continue
Provide uniform waste baskets in all offices (→ to be continued)	Leopold Gnant (staff member in charge of waste management)	2006	Vienna	
Reinforce environmental awareness				Has the objective been reached
Write articles on environmental management for the staff newspaper (→ continued from 2004), organize events for International Environment Day	environmental officer/ environmental coordinator	2006	all sites	$\checkmark$
Improve external communications				
Reinforce contacts to Austrian public institutions, e.g. the Umweltbundesamt GmbH,				
the Chamber of Labor (→ to be continued)	environmental controller environmental officer/	2006	branch offices	$\overline{\mathbf{v}}$
Obtain the Austrian ecolabel for environmentally compatible print products for the Printing Office	staff member Johann Flauger (Printing Office)	2006	Printing Office	see programm for 2006
Present the OeNB's environmental protection activities at lectures and courses ( > to be continued)  Provide environmental awareness information at public	environmental controller	2006	branch offices	
presentations such as trade fairs, distribute battery testers as giveaways (→ to be continued)	environmental controller	2006	all sites	$\square$
Promote research and environmental projects				Continue
Step up support for environmental and research projects (→ implemented in 2004, to be continued)	Organization Division/Invest- ment Policy, Internal Services and Statistics Department	2006	all sites	
Contribute to the SAS Sustainability Audit Scheme project	environmental officer/ environmental coordinator	2006	Vienna	$\square$

# **Our Environmental Protection Program in 2006**

Targets	Responsible	Deadline	Site
Reduce energy consumption by 5% a year until 2008			
Organizational measures to optimize energy consumption: clear assignment of responsibility for energy consumption within the OeNB; agreement of annual energy consumption targets with the persons in charge; harmonization of production hours with climate control and ventilation facility operation times			
Facility-related measures to optimize energy consumption: harmonization of user needs with facility operation times optimization of heating/ventilation control strategies	Procurement and Technical Services Division	2008	all sites
Reinforce environmental awareness			
Expand the bicycle stand at the Innsbruck location	environmental controller/ IG Immobilien Gesellschaft m.b.H.	2007	Innsbruck
Have roofing installed for the bicycle stand at the Linz location	environmental controller/ IG Immobilien Gesellschaft m.b.H.	2007	Linz
Regularly publish articles on environmental issues in the staff magazine, including the regular column on environmental tips	environmental coordinator	2007	all sites
Phase out the paper version of the internal telephone book and make it available electronically only	environmental officer/ environmental coordinator	2007	all sites
Step up consideration of ecological criteria in procurement			
Make ecological assessments of the major suppliers (80% to 90% of the procurement volume) (→ postponed from 2005)	Procurement and Technical Services Division	2007	all sites
Obtain the Austrian ecolabel for environmentally compatible print products for the Printing Office	Environmental officer/staff member Johann Flauger (Printing Office)	2007	Printing Office
Continue efforts to introduce organic food at the OeNB cafeteria – purchase more fruits and vegetables of the season	OeNB cafeteria	2007	
Participate in tender planning	environmental controller/ environmental coordinator		
Reduce emissions			
Improve carbon neutrality by participating in related projects	environmental officer/ environmental controller	2008	all sites
Improve external communications			
Introduce the EMAS logo to all OeNB publications (e.g. the Financial Stability Report)	Communications Division	2007	all sites
Reinforce contacts to Austrian public institutions, e.g. the Umweltbundesamt GmbH, the Chamber of Labor (→ to be continued)	environmental controller	2008	all sites
Present the OeNB's environmental protection activities at lectures and courses ( $\rightarrow$ to be continued)	environmental controller	2008	all sites
Promote research and environmental projects			
Step up support for environmental and research projects (→ implemented in 2004, to be continued)	Organization Division/ Investment Policy, Internal Services and Statistics Department		all sites
Improve organization of environmental activities			
Introduce titles of staff with environmental functions (e.g. environmental controller) to the OeNB's internal telephone book; provide drop-down search menu by functions	environmental officer/ environmental controller	2007	all sites
Improve waste management			
Provide uniform waste baskets in all offices ( $\rightarrow$ to be continued)	Leopold Gnant (staff member in charge of waste management)	2007	Vienna

# Validation

The 2006 Environmental Statement has been audited by the independent environmental auditor



QUALITY AUSTRIA TRAININGS-, ZERTIFIZIERUNGS- UND BEGUTACHTUNGS GMBH

1010 Vienna, Gonzagagasse 1/24 (Registration Number A-V-004)



The audit was performed December 4 to 5, 2006, in line with the requirements of regulation (EC) No 761/2001 of the European Parliament and of the Council of March 19, 2001, allowing voluntary participation by organizations in a community Eco-Management and Audit Scheme (EMAS) and has been found to be valid.

Martin Nohava

Mark Nohan

Lead Verifier Quality Austria Martina Göd

Verifier Quality Austria

The next full environmental statement is due to be published in December 2009. Until then, short annual updates will be published in line with the practice up to now.

