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**COLORADO NAHRO SUSTAINABILITY POLICY**

Summary Report, November, 2014

**Overview:** Colorado NAHRO established a Sustainability Policy by vote of the Board of Directors in 2008. The purpose of this report is to identify the areas of success in implementing the nine point policy and the areas that still need to be addressed. Each policy objective is listed below followed by a summary of what has been done to date and what further steps or initiatives, both short and long term, can or should be taken going forward.

1. All printing and copying for CONAHRO activities, operations, conference materials, etc. to be accomplished utilizing paper with a minimum 30% post-consumer waste content utilizing environmentally “friendly” inks. As appropriate such printing will use the EPA approved “chasing arrows” symbol to notify readers that such paper is being used. Front and back copying and printing will be practiced and utilized whenever feasible.

What has been done to date: All copying and printing is being done on 30% post- consumer waste paper. The recycle logo is being added to all printed materials that are distributed to members.

Further steps or initiatives: Need to look into “friendly” inks by contacting current print and copy venues to look into viability of using environmentally friendly inks.

1. Conference vendors will be encouraged and mild incentives presented to those conference vendors who demonstrate a sustainable consciousness in their conference displays and materials (incentives could include prime placement for exhibits, etc.).

What has been done to date: Nothing done to date

Further steps or initiatives: Come up with gentle incentives that can be communicated to vendors in the registration packet that doesn’t apply any pressure but lets them know that we have a policy that we’d like them to consider in their own operations.

1. CONAHRO to research and adopt sustainable criteria to be applied in selecting conference and training venues such as hotels. Examples of criteria would include application of the three R’s (reuse, recycle, and reduce) in their operations regarding, for example, such items as in room recycling bins, use of non-throwaway items for meals or breaks, evidence of use of post-consumer content in printed and paper products used by the venue, energy conserving operations in the venue, etc.

What has been done to date: All prospective conference and training venues receive a copy of the Sustainability Policy during negotiations to let them know we have the policy and to let them know that it is something that we are concerned about. Due to the limited number of available conference sites in our region, we are not making the policy a condition of doing business.

Further steps or initiatives: None

1. CONAHRO to utilize as practical or feasible paperless options for the dissemination of information or in operations.

What has been done to date: Agendas, minutes and most support documents are forwarded to Board members before meetings so that those utilizing tablet technology can download the materials and therefore not print them.

Further steps or initiatives: Send out a reminder to both members and Board members that we have a sustainability policy that we hope they also consider in their daily operations.

1. Continue to encourage and provide for attractive transit alternatives as practical and feasible during CONAHRO conferences and training and encourage attendees to utilize such alternatives perhaps with incentives.

What has been done to date: An airport shuttle has been arranged where practical to consolidate conference attendees into a group thereby reducing the number of trips to the conference venue (e.g. Rapid City to Deadwood shuttle provide by Sturgis HRC).

Further steps or initiatives: Encourage car-pooling to conferences in correspondence and marketing materials and put transportation on conference planning agendas to identify possible options. Evaluate online Ride Sharing programs that allow you to create and manage a ridesharing program for an event (e.g. [www.rideshare.us](http://www.rideshare.us)).

1. Provide information and perhaps coordinate or institute joint efforts regarding recycling and purchasing opportunities for member agencies and members such as for electronics recycling, information on green products for agencies, model agency sustainability plans that could form the basis for adoption of such plans by member agencies, etc.

What has been done to date: Offered “Creating a Culture of Sustainability in Your Organization” at the 2013 MPNAHRO/ CONAHRO joint conference in Colorado Springs.

Further steps or initiatives: Collect Best Practices and share with members via conferences and webpage. Consider expanding awards category to include an award for “Sustainability Operations in Internal Operations”.

1. Enhance the reputation and responsible approach of CONAHRO through the website and to the public as to sustainability and environmental stewardship practiced by CONAHRO.

What has been done to date: The Policy has been posted on the webpage in the “About Us Section”. Nothing has been done as far as Public outreach.

Further steps or initiatives: Incorporate the Sustainability Policy into any public outreach programs that are being considered (e.g. advocacy intern program).

1. Incorporate the specific items of CONAHRO sustainability policies or operations as appropriate in the service officer’s work program.

What has been done to date: Nothing done to date.

Further steps or initiatives: Add the “Sustainability Program” into the Regional Director’s annual work plan and identify specific goals on an annual basis to work on in a given year.

1. Coordinate as appropriate or needed CONAHRO sustainability practices and initiatives with MPNAHRO and National NAHRO.

What has been done to date: Nothing done to date.

Further steps or initiatives: Share Sustainability Policy with national NAHRO with a suggestion that they consider this in their own operations; consider submitting a resolution to NAHRO requesting they establish a sustainability policy; share the Policy with other regions suggesting they consider it for their territory; share our Best Practices with other regions including both the state President and the RSO; include a section in the state quarterly reports for sustainability (these reports go on webpage and to the NAHRO Board of Governors).

**Additional Initiatives:** Consider researching and identifying a legitimate, recognized non- cost entity that certifies or accredits an organization as being sustainable or green when it practices sustainable and environmentally aware practices? Such a certification would demonstrate our commitment to sustainability, lend additional credibility to our partners and others that we may influence.