

# ECDC – Environmental Statement 2023



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## Abbreviations

ECDC – European Centre for Disease Prevention and Control

EMAS – Eco-Management and Audit Scheme

EMS – Environmental Management System

ESREV – Reviewed Environmental Significance

EU – European Union

FM – Facility Management

## Executive Summary

The 2023 Environmental Statement by the European Centre for Disease Prevention and Control (ECDC) builds upon the foundation laid in the previous year, highlighting continued progress and new initiatives in the agency's journey towards environmental sustainability.

Besides the already introduced objectives and targets, ECDC has established a new set of specific targets to achieve over 2024, 2025, and 2026. These targets focus on reducing CO<sub>2</sub> emissions, minimizing the use of single-use items for catering, further lowering the paper consumption, and increasing the use of green-label products. The goal is to further diminish ECDC's overall environmental impact and provide clearer direction to management on the steps required to meet these objectives.

In 2023, ECDC has returned to full operation since the Covid-19 pandemic, with staff now more frequently present at ECDC facilities while continuing to work in a hybrid setup. Consequently, several environmental performance indicators have increased compared to 2022, including water consumption, use of single-use items and paper, and CO<sub>2</sub> emissions from travel. However, when compared to the benchmark year of 2019, these indicators are still lower.

Electricity consumption is lower both when compared to the benchmark year of 2020 (no data for electricity consumption is available for 2019) and to 2022. Heating energy consumption has increased since 2019; however, heating consumption data provided to ECDC by its landlord includes not only the ECDC premises but also two other landlord-owned buildings, making it difficult to determine its accuracy.

Travel-related CO<sub>2</sub> emissions remain a primary concern at ECDC. Although there has been a 24.69% reduction in emissions compared to the benchmark year of 2019, ECDC has to continue work to further decrease these emissions.

There have been significant improvements in waste management. Compared to 2019, ECDC has reduced its total waste generation by 29.29%. Additionally, despite being fully operational since 2023, the total amount of waste generated remains lower than during the period from 2020 to 2022.

ECDC continues to raise awareness of environmentally friendly and sustainable practices amongst its staff, as well as other internal and external stakeholders.

## 1. Introduction

This is the second annual environmental statement of ECDC, designed to inform the public and other stakeholders about ECDC's environmental performance. Prepared in line with the Eco-Management and Audit Scheme (EMAS) Regulation and considering the sectoral reference document for public administration, this edition presents data from 2023. The full statement is available on the ECDC website.

According to the Environmental Management System (EMS), the environmental statement is to be published annually. The third environmental statement will be therefore published in 2025.

### 1.1. ECDC and its Mission and Context

ECDC is a decentralised EU agency that was formally established by Regulation (EC) No 851/2004 of the European Parliament and of the Council and was amended in 2022 by Regulation (EU) 2022/2370 of the European Parliament and the Council. It has been operational since 2005.

In accordance with the Article 3 of the amended ECDC Founding Regulation, ECDC's mission is 'to identify and assess current and emerging threats to human health from communicable diseases and related special health issues, to report thereon and, where appropriate, to ensure that information thereon is presented in an easily accessible way.'<sup>1</sup> To achieve this mission, ECDC works in partnership with national health protection bodies across Europe to strengthen and develop continent-wide disease surveillance and early warning systems.

It is ECDC's ambition to safeguard over 500 million people from infectious diseases primarily caused by parasites and germs. To achieve this, experts from ECDC assess risks to Europe and provide guidance to help countries prevent and respond to outbreaks and public health threats.

ECDC's primary areas of work include surveillance, outbreak preparedness and response support, scientific advice, prevention, microbiology and molecular surveillance, public health training, and communication.

### 1.2. ECDC Premises

The agency is located in Stockholm, Sweden, which in 2010 was announced as the very first European Green Capital. Today, the City of Stockholm has a goal to become fossil-free by 2040, with focus on working towards becoming climate-positive by the

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<sup>1</sup> Regulation (EU) 2022/2370 amending Regulation (EC) No 851/2004 establishing a European centre for disease prevention and control.

same year.<sup>2</sup> Furthermore, in the autumn of 2023, Stockholm was awarded the EU Mission Label, in recognition of its intent to achieve climate-neutrality by 2030.<sup>3</sup>

Since April 2018, ECDC has been situated at Gustav III's Boulevard 40 in the Frösunda area of Solna municipality, just north of Stockholm. The office building has seven floors, including one underground floor and a roof terrace, that in total occupy roughly 9,500 square meters. The different floors of the building are divided depending on their function that include office areas, meeting rooms, quiet open spaces, project collaboration and touchdown areas, as well as kitchenettes, a canteen, relaxation rooms, bathrooms, a gym, and corridors.



*Figure 1. ECDC Office Building (Source: ECDC Image Repository)*

In its design and infrastructure, the building integrates sustainable and environmentally friendly elements. By combining light colours and woods with natural light and vertical gardens, the modern building's interior aims to reflect ECDC's support towards environmentally friendly, healthy, and sustainable working environment. ECDC building is certified as a 'green building' since 2018. It received the 'BREEAM' certification in 2020 and it is currently rated as 'Very Good,' showcasing ECDC's consideration of sustainability as a priority (see Annex I).

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<sup>2</sup> [BQ SLED145 Environment Programme 2020-2023 en GB TA \(start.stockholm\)](#)

<sup>3</sup> [Climate-neutrality by 2030: Ten cities awarded Label \(europa.eu\)](#)

## 2. Environmental Management System

EMAS was developed by the European Commission to help organizations address their environmental impact and to create a more sustainable society. It is a voluntary management tool that aids by evaluating, reporting, and improving the environmental performance of different organisations. EMAS integrates the ISO 14001 (International Standard for Environmental Management System) requirements standard for EMS and adds also additional requirements such as designing an environmental policy.

An organization can achieve EMAS verification by adhering to the guidelines set forth in the EMAS Regulation. This includes meeting all environmental legal requirements, which are verified by both an independent verifier and a public authority and demonstrating continuous improvement in environmental performance. The organization's performance must be assessed by a specially trained verifier, and key environmental data must be published in an annual environmental statement, among other requirements.

ECDC conducted an environmental review in 2019, established EMS in 2023, applied for EMAS certificate in Q4 2023 with the competent Swedish authority, and finally became EMAS registered in January 2024.

### 2.1. EMS at ECDC

The EMS is an integral component of ECDC, demonstrating a commitment to continuously minimizing the environmental impact of its activities, reducing resource consumption, and enhancing environmental performance in a structured and strategic manner. By implementing EMS, ECDC is better equipped to prepare for the future, foster innovation, reduce costs, and improve its public reputation. Additionally, the presence of EMS and the EMAS certification highlights the ECDC's compliance with all relevant environmental legislations and regulations.

The EMS has been developed in line with EMAS Regulation. Its implementation supports ECDC's alignment and contribution to the European Green Deal and its 2030 Climate Target Plan to cut the greenhouse gas emissions by at least 55% by 2030, as well as the United Nations 2030 agenda for sustainable development and the Sustainable Development Goals.

ECDC has introduced an internal document *Work Instruction on ECDC Eco-Management Audit Scheme (EMAS)* that provides necessary information to those actively working with EMAS and EMS regarding obtaining and preserving EMAS certification. Moreover, the management and procedures related to EMS are provided to the ECDC staff on ECDC's intranet.



## 2.2. Environmental Policy

ECDC's vision is to be a more sustainable and resource-efficient Agency, and to achieve that, ECDC is committed to:

- Minimize our climate impact, starting from reducing CO2 emission;
- Minimize resource consumption through sustainable procurement and efficient use of materials;
- Adopt relevant environmental standards and requirements in all areas of internal operations;
- Assess internal activities and identify areas to continuously improve environmental performance;
- Continuously monitor energy and resources consumption in order to reduce, whenever possible,
- environmental impacts;
- Manage and minimize waste through careful and efficient use of materials;
- Purchase sustainable products and materials wherever feasible (e.g., recycled, FSC or low environmental impact products);
- Enhance environmental requirements in procurement procedures;
- Reduce risks from environmental, health or safety hazards for employees and others in the vicinity of its operations.
- Promote environmental responsibility of staff by increasing awareness of the environmental impacts of their work activities;
- Comply with all environmental relevant legislation and regulations, where applicable to ECDC;
- Publicize our environmental statement.

This approach covers all ECDC's operations, including staff activities when on mission or travelling. The approach also applies to all other people present at ECDC'S premises.

ECDC's Environmental Policy is called Environmental Approach (Policy). It has been signed by the Director on the 7<sup>th</sup> of June 2023 and it is accessible for all on ECDC's website together with the Environmental Statement 2022. The full Environmental Policy can be found in Annex II.

### 2.3. Governance of the EMS

The following governance structure has been established for a successful maintenance and development of EMS:

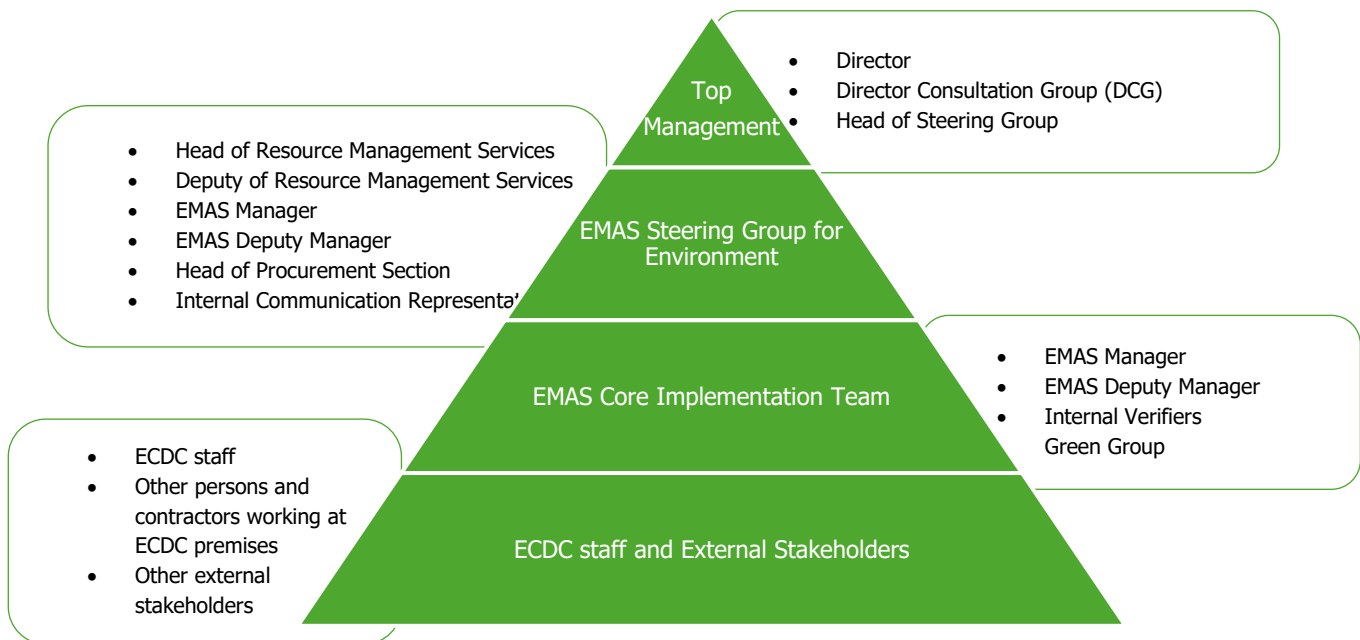


Figure 2. Environmental Management System Governance

The different groups of the governance structure have different responsibilities:

- Top Management – responsible for ECDC’s overall environmental approach.
- EMAS Steering Group for Environment - responsible for the management review and makes the strategic decisions regarding ECDC’s environmental work.
- EMAS Core Implementation Team - responsible for the EMS on the day-to-day basis.
- ECDC Staff and External Stakeholders - responsible for working towards reducing the negative environmental impact of ECDC and contributing to the improvement of ECDC’s environmental performance.

While the Director has the overall environmental responsibility at ECDC, it is the EMAS Manager who is ultimately responsible for the EMS.

ECDC uses its own staff as its Internal Verifiers (EMAS Core Implementation Team). The members of staff who have become the Internal Verifiers are a group of volunteers that have undergone audit training to be able to perform environmental audits.

The Green Group (EMAS Core Implementation Team) is an initiative unique to ECDC and its role is to support the development of environmental work of ECDC through information, awareness-raising and knowledge sharing activities, improvement proposition, need identification, and reporting of environmental issues. It consists of volunteers and EMAS Manager.

## 2.4. Legal Compliance

ECDC's legal framework is based on the EU law, however; in certain instances, Swedish law may also be applicable. ECDC complies with a variety of environmental legislations and regulations at the local, national, and EU level.

ECDC has developed an environmental compliance register that includes the relevant Swedish and EU environmental legislations and regulations. It is reviewed and updated on regular basis. The register includes, but it is not limited to, the following:

- Regulations related to the recycling, separation, and disposal of waste,
- Regulations related to fuels used for road transport,
- Regulations related to handling and disposal of hazardous substances,
- Regulations related to energy efficiency, and land use,
- Regulations related to fluorinated greenhouse gases.

The legal compliance verification was conducted by the internal verifiers and external accredited environmental verifier, who assured that all legal requirements are met.

## 2.5. Environmental Aspects and Impacts

An environmental aspect is any element of an organization's activities, products, or services that can impact the environment. An environmental impact refers to any action that alters the environment, whether the change is beneficial or harmful. These impacts can be direct or indirect, and any environmental aspect that produces an effect result in an environmental impact.

ECDC identified both direct and indirect environmental aspects through an environmental review conducted in 2019. This review took place during the initial phase of the EMAS process and serves as the foundation for EMS implementation.

### 2.5.1. Direct Environmental Aspects

Direct environmental aspects are those that ECDC can be expected to influence and control. The environmental review identified the direct environmental aspects as shown in Table 1.

*Table 1. Overview of ECDC's Direct Environmental Aspects*

<b>Direct aspects observed for ECDC</b>	<b>Reviewed Environmental Significance</b>
Travel and mobility – corporate travel	<b>79</b>
Travel and mobility – accommodation	<b>46</b>
Travel and mobility – corporate car	<b>38</b>
Resource consumption – office supplies	<b>34</b>

Regular waste production	<b>25</b>
Water consumption	<b>22</b>
Special waste production	<b>16</b>
Resource consumption – paper	<b>16</b>
Energy consumption	<b>15</b>
Air pollution	<b>14</b>
Electromagnetic pollution	<b>12</b>
Noise pollution	<b>11</b>
Soil pollution	<b>2</b>
Biodiversity – plants	<b>0</b>

The reviewed environmental significance (ESREV) varies on a scale from 0 to 100. Three ranges were identified for the scores:

- ESREV  $\geq$  60: critical aspects that need to be urgently tackled.
- $30 \leq$  ESREV  $<$  60: relevant aspects that have a significant impact on the environment, which need to be monitored closely and for which corrective actions need to be implemented.
- ESREV  $<$  30: not relevant aspects that need to be monitored to maintain the significance within this range.

Considering the environmental review results, ECDC prioritized these three categories for environmental objectives and targets:

- Travel and mobility – Corporate travels,
- Travel and mobility – Accommodation,
- Resource consumption – Office supplies.

These categories were selected due to their critical or significant environmental impact, necessitating prompt attention and action.

#### 2.5.2. Indirect Environmental Aspects

The indirect environmental aspects are those that ECDC can be expected to have an influence over, but no control. Despite having no control over them, their inclusion in ECDC's long-term strategy is important as it can indirectly affect the environmental impact. For ECDC, these aspects include:

- Procurement – Service Providers,
- Staff commuting,

- Anomaly and emergency situations (public health emergency, soil leakages, extreme weather conditions, and others).

ECDC selected the following categories related to the indirect environmental aspects to address when setting its environmental objectives and targets:

- Procurement – setting environmental requirements in procurement procedures, where applicable.
- Main processes – raising environmental awareness amongst internal and external stakeholders.

## 2.6. Environmental Objectives and Targets

In ECDC's Environmental Statement from the previous year specific objectives, targets, and actions were outlined to improve environmental performance. While ECDC continues to pursue these goals, a new set of concrete targets for 2024, 2025, and 2026 has been established. These new targets aim to further reduce ECDC's overall environmental impact and offer clearer guidance to management on the actions needed to meet the set objectives.

The environmental aspects to which environmental objectives and targets have been set previously are:

- A. Travel and Mobility – Corporate Travels
- B. Travel and Mobility – Accommodation
- C. Resource Consumption – Office Supplies
- D. Procurement – Service Providers
- E. Main Processes

These objectives and targets are presented in Table 2.

The new targets are set for the following environmental aspects:

- A. Travel and Mobility – Corporate Travels
- C. Resource Consumption – Office Supplies
- D. Procurement – Service Providers

The set of new targets are outlined in Table 3.

Table 2. Program Objectives and Targets

Environmental Aspect	Objective	Target	Action	Indicator	Baseline Year	Due	Status
A. Travel and mobility – Corporate travels	1. Reduce ECDC CO2 emissions from travel and mobility.	1.1. Implementing Missions and Meetings internal procedures. Foreseeing in the next tender specification environmental requirements for the carbon offsetting.	1.1.1 Follow the new Missions and Meetings internal procedure, encouraging people to attend digital or hybrid meeting instead of physical meetings when possible	% of travels done according to Missions and Meetings IP/ travel instructions	2019	2025	Sustainable travel guidelines adopted in 2022, to be further promoted
			1.1.2 Follow Missions and Meetings internal procedure, foreseeing environmental requirements for the carbon offsetting for travels.	% of travels with carbon offsetting	2019	2024	Scheduled
B. Travel and mobility – Accommodation		1.2 Increasing annually the hotel bookings that have eco-certified solutions.	1.2.1 To foresee the possibility to book mostly eco-certified hotels in the next tender specification and raise awareness among our stakeholders about the environmental impact of booking a not eco-friendly hotel.	% of hotel bookings with eco-certified solutions	2019	2025	Awaiting new internal procedures due to management changes
		1.3 Mostly hotels within a walking distance from venue or where public transport is available are booked for meetings and missions.	1.3.1 According to Missions and Meetings work instructions, use when possible local transportation or walk by foot to the venue.	% of taxi services/ public transportation ordered from / to venue	2019	2025	

C. Resource consumption – Office supplies		2.1 Most of purchased office supplies have a green label.	2.1.1 Establish work instructions for purchase	% of purchased office supplies with green label	2019	2021	Work instructions on Office Supplies and Stationery have been created / Data gathering continues
D. Procurement – Service providers	2. Minimize our resource consumption	2.2 Decrease purchase of single-use products (for example coffee cups, bottled water) annually.	2.2.1 Implement work instruction for organizing meetings, including purchasing, and catering for meetings.	% of purchased single-use products per year	2019	2021	Awaiting new internal procedures due to management changes / Data gathering continues
		2.3 Incorporate environmental requirements in procurement procedures, adhering to the EU procurement rules, ECDC needs, and taking the market into account.	2.3.1 Set environmental requirements in procurement procedures, where applicable.	% of procurement procedures with environmental requirements (where applicable)	2019	2021	Completed / Data gathering continues
E. Main process	3. Environmental considerations in the overall work of ECDC	3.1 Most of the ECDC staff and stakeholders will attend the relevant info-sessions regarding this matter	3.1.1 ECDC will organize info-sessions regarding raising awareness	Number of staff awareness sessions and attended programmes	2019	2021, 2022 ...	Continues process
		3.2 Establish collaboration with other EMAS certified agencies.	3.2.1 Collaborate and communicate with other agencies regarding environmental awareness.	Number of meetings/collaborations with other agencies	2019	2021	Continues process

Table 3. New Set of Environmental Targets for 2024, 2025 and 2026

Environmental Aspect	Year	Target
<b>Travel and mobility – Corporate travels<sup>4</sup></b>	2024	Decrease the total CO2 emissions produced by missions and meetings by 2% as benchmarked against 2023
	2025	Decrease the total CO2 emissions produced by missions and meetings by 2% as benchmarked against 2024
	2026	Decrease the total CO2 emissions produced by missions and meetings by 1 % as benchmarked against 2025
<b>Resource Consumption – Office Supplies</b>	2024	Increase the number of purchased office supplies with green label to 75 % as benchmarked against 2023
	2025	Increase the number of purchased office supplies with green label to 80 % as benchmarked against 2024
	2026	Increase the number of purchased office supplies with green label to 85 % as benchmarked against 2025
<b>Procurement – Single Use Products in Catering</b>	2024	Decrease the single use products in catering by 2 % as benchmarked against 2023
	2025	Decrease the single use products in catering by 2 % as benchmarked against 2024
	2026	Decrease the single use products in catering by 1 % as benchmarked against 2025
<b>Resource Consumption – Paper</b>	2024	Decrease the paper consumption by 2 % as benchmarked against 2023
	2025	Decrease the paper consumption by 2 % as benchmarked against 2024
	2026	Decrease the paper consumption by 1 % as benchmarked against 2025

<sup>4</sup> ECDC mandate will have an impact on the Agency’s travel volume that are not reflected in the baseline comparator from 2023:

- European Union Health Task Force (EUHTF): According to the revised ECDC mandate (Regulation (EU) 2022/2370 of the European Parliament and of the Council of 23 November 2022), the Centre shall establish a EUHTF and ensure that there is a permanent capacity and an enhanced emergency capacity to mobilise and use it. The EUHTF shall provide assistance with regard to requests for prevention, preparedness and response planning, local responses to outbreaks of communicable diseases and after-action reviews in Member States and in third countries, in cooperation with the WHO. The EUHTF includes the Centre’s staff and experts from Member States, fellowship programmes and international and non-profit organisations. The EUHTF was not operational at the time of setting the benchmark in 2023. According to current planning, the EUHTF will be fully operational, with an established Enhanced Emergency Capacity expert pool, capable to rapidly mobilise European experts to respond to requests for assistance during crisis response and to support emergency preparedness only in 2025, with a likely follow-on effect on travel.
- Article 8 assessments: In accordance with Article 8 of the Regulation (EU) 2022/2371 on serious cross-border threats to health, ECDC has been tasked with a continuous exercise focusing on the improvement of national emergency preparedness plans, as well as providing individual support for the implementations of national action plans. The Regulation foresees that ECDC conduct approximately 10 country missions per year, starting in 2024 and involving a medium-sized team of in-house and Member States’ experts. This new activity was not part of the baseline.



### 3. Environmental Performance

To measure its environmental performance, ECDC monitors, among others, the following indicators:

- Electricity consumption and energy consumption for heating and cooling,
- Office supply and paper consumption,
- Water consumption,
- Waste production,
- CO2 emissions.

ECDC's environmental performance indicators are benchmarked against the year 2019, with a couple of exceptions when data has not been available.

During 2019 ECDC was fully operational. Due to COVID-19 pandemic, the data gathered from years 2020, 2021 and 2022 are statistical outliers, as the staff shifted to work from home and more meetings were attended virtually. ECDC has once again been fully operational since 2023.

It is important to note that the resources used by the staff at their home offices are not included in the environmental performance indicators.

The environmental performance is commonly measured in relation to the number of staff members working at ECDC and by the floor area of the building. The number of people working at ECDC is expressed as a full time equivalent (FTE), with approximately 415 FTEs in 2023. FTE include statutory staff, interims, consultants, and the trainees.

*Table 4. Approximate Number of FTE 2019 - 2023*

	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>FTE</b>	344	370	433	443	415

Since the relocation to the new premises in 2018, the floor area of the building has remained at 9,500 m<sup>2</sup>.

#### 3.1. Energy Consumption

Energy consumption allows for ECDC to conduct its daily administrative activities related to office buildings, including, powering IT equipment, lighting up offices and common spaces, heating and cooling devices, operating kitchen, and gym equipment, as well as automatic doors, x-ray machines, lifts, and body scanners.

### 3.1.1. Electricity Consumption

ECDC derives its electricity only from renewable energy sources, specifically hydroelectricity. While ECDC does not generate renewable electricity onsite, it continues working towards a plan to install solar panels on the building's roof.

To reduce electricity consumption, in 2023 stand-by mode was introduced for some electronic equipment (e.g., screens) and automatic lights were installed. To further reduce electricity consumption, ventilation is shut off during weekends. Furthermore, dedicated staff members monitor that the implemented tools are used appropriately to ensure the progress towards electricity saving (e.g., checking if bathroom doors are closed to guarantee that the automatic lights are turned off).

As a result of these activities, the collected data shows that there has been 6.06% decrease in electricity consumption from 2020 to 2023, despite the increase of staff members.

*Table 5. Electricity consumption from 2020 to 2023*

<b>Electricity consumption</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2020-2023 %</b>
<b>kWh</b>	843,748	762,190	801,842	792,619	-6.06
<b>per FTE</b>	2,280	1,760	1,810	1,910	-16.23
<b>per m2</b>	88.82	80.23	84.40	83.43	-6.07

Source: Landlord Corem Isabella KB

Planned action:

- Installation of solar panels on the building's roof.
- Continue automatization process for energy saving purposes.
- ECDC plans to explore the possibility of installing additional:
  - electric meters to monitor the consumption in real time to be able to target and investigate further impacted area(s) when and where there has been an increase/decrease in consumption.
  - Light switch for switching during the summer all the lights of the common areas connected to movement sensors.

ECDC also tracks data for the server room's cooling system, which has a separate electric meter. The data reveals an increase in overall electricity consumption from 2019 to 2023. However, when adjusted for FTEs, electricity use for server cooling is lower in 2023 compared to 2019. Additionally, electricity consumption in 2023 is reduced relative to 2020, 2021, and 2022.

Table 6. Electricity consumption for the cooling of the server room from 2019 to 2023

<b>Electricity consumption (server cooling)</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023 %</b>
<b>kWh</b>	284,200	322,700	323,100	330,600	319,143	12.30
<b>per FTE</b>	826	872	746	746	769	-6.90
<b>per m2</b>	30	34	34	35	33.60	12.00

Source: Landlord Corem Isabella KB

Planned action:

- ECDC plans to improve the energy efficiency for the server room by assessing the possibility of cooling it using cold air supply from outside during the cold months of the year.
- ECDC plans to improve the energy efficiency for the server room by assessing the possibility of moving to the cloud some ICT services.

### 3.1.2. Heating and Cooling

District heating and cooling to ECDC is supplied through Norrenergi AB, which has been ISO 14001 certified since 2001. The heating and cooling systems are water-based, and the consumption of heating energy encompasses both building and water heating. Furthermore, to reduce the need for cooling in summer and heating in winter, the building is equipped with energy-efficient glass windows that optimize daylight admission while shutting out solar heat.

ECDC's landlord Corem Isabella KB provides ECDC with heating and cooling data that includes ECDC's building and two other adjacent buildings (Gustav III:s Boulevard 40, 42 and 46), as there are no separate readers per building. Thus, the data provided in the tables below showcase only assumed consumption of heating and cooling energy by dividing the total of the three buildings by three.

The consumption of the heating energy in 2023 has increased by 27.58 % in comparison with 2019. The observed increase may be attributed to a rise in the number of staff members and slightly colder weather conditions throughout 2023. However, as previously mentioned, the data encompasses three different buildings, making it challenging to accurately assess the actual heating energy consumption at ECDC.

Table 7. Consumption of Heating Energy from 2019 to 2023

<b>Consumption of heating energy</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023 %</b>
<b>kWh</b>	448,921	443,448	468,277	467,585	572,740	27.58
<b>per FTE</b>	1,305	1,198	1,081	1,055	1,380	5.75
<b>per m2</b>	47.25	46.68	49.29	49.22	60.29	27.60

Source: Landlord Corem Isabella KB

The consumption of cooling energy has decreased over the years. In 2023 it was 11.13 % lower than in 2019.

Table 8. Consumption of Cooling Energy from 2019 to 2023

<b>Consumption of cooling energy</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023 %</b>
<b>kWh</b>	274,000	290,333	319,000	340,667	243,506	-11.13
<b>per FTE</b>	797	785	737	769	587	-26.35
<b>per m2</b>	28.84	30.56	33.58	35.86	25.63	-11.13

Source: Landlord Corem Isabella KB

Planned action:

- ECDC plans to improve the cooling/heating efficiency by assessing the real needs and implementing a dedicate Internal Policy for adjusting the temperature in the premises +/- taking in consideration the thermal comfort.

### 3.2. Resource Consumption

Given its activities, such as meetings, conferences, training sessions, and various administrative tasks, ECDC utilizes a range of resources, including office supplies, single-use items, and paper. ECDC aims to lower the resource consumption as much as possible to improve its environmental performance.

#### 3.2.1. Green Label Office Supplies

In its day-to-day activities, ECDC uses a variety of stationery and office supplies, including pens, notepads, folders, batteries, mouse pads, and other related items. To work towards a more sustainable resource consumption, in 2023, ECDC approved, published, and shared Work Instruction on Office Supplies and Stationery. These instructions explain what kind of items can be ordered, who is responsible for their ordering and redistribution, as well as how any exception needs to be handled.

ECDC's office supplier is both ISO 14001 and ISO 9001 certified. When purchasing office supplies, ECDC aims to have only eco-labelled and/or eco-friendly items

purchased for its use. Furthermore, when possible, only items that can be 100% recycled are purchased.

In recent years, the number of items in ECDC’s storage has reduced from around 2,000 to approximately 500. This reduction was achieved by assessing and retaining only essential items. The remaining items have been catalogued and, where possible, labelled with eco-certifications such as The Green Tree label, EU Ecolabel, FSC, PEFC, among others.

Ordered items that are not part of ECDC’s core essentials can still be ordered. However, this deviation is considered as non-standard and requires a formal approval from the Head of Unit.

The data from 2023 shows that 90% of its purchased office supplies possess a green label. ECDC considers green label products as those that have specific green labels such as EU Ecolabel and Nordic Swan, as well as those that have been made from recycled materials and/or are rechargeable.

*Table 9. Percentage of Purchased Office Supplies with Green Label*

	<b>2022</b>	<b>2023</b>
% of purchased office supplies with green label*	95%	90%

Source: Facility Management

Planned action:

- ECDC has set new targets regarding the consumption of office supplies (see Table 3).

### 3.2.2. Single Use Products

Single use products at ECDC can be purchased either by the Facility Management (FM) team or are provided by the catering service provider used by ECDC. To decrease the use of single use products, ECDC has stopped purchasing single use items such as plastic and/or paper cups and plates, plastic cutlery, and plastic water bottles. Instead, ECDC has purchased porcelain and ceramic dishes, and cutlery that is available for all members of the staff for daily use. Furthermore, no paper cups are available for coffee machines and in its place, staff is asked to use their own porcelain and ceramic cups or the those provided by ECDC. Additionally, any meeting participants are provided with tap water instead of bottled water.

In 2022, ECDC started to phase out the capsule coffee machines. Now, there is only one capsule coffee machine available. Others have been replaced by regular coffee machines and coffee grinders.

The removal of paper and plastic package option from future catering contracts started in 2023; however, the complete removal is not yet accomplished. There are also instances where due to ECDC's nature of work, single use items still might be used, for instance, when providing a warm beverage to-go at the end of a meeting.

Nevertheless, the framework contract for catering emphasize that usage of single use products must be avoided whenever possible. If it is not possible then the most environmentally friendly alternative needs to be selected. When ordering catering, selection can be made between:

- Porcelain package (porcelain/ceramic mugs and plates, including metal cutlery),
- Paper package (recyclable paper mugs and plates, including wood cutlery).

As data from 2023 indicates, no plastic packages have been ordered during the year. The number of paper packages have increased compared to 2022; however, this is explained by 2022 still being affected by Covid-19 pandemic that resulted in less meetings being held at ECDC premises. When compared to the benchmark year of 2019, ECDC has ordered 70.8% less single use products from its catering contractor.

*Table 10. Number of Single Use Products in Catering from 2019 to 2023*

<b>Single use products (units)</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023 %</b>
<b>Plastic</b>	3,627	103	0	92	0	-100
<b>Paper</b>	8,576	185	0	398	3,560	-58.5
<b>Total</b>	12,203	288	0	490	3,560	-70.8

Source: Missions and Meetings

Planned action:

- Implement ECDC work instruction for organising meetings, including purchasing, and catering for meetings. The procedure is under revision and will be developed after arrival of the new Corporate Service's Head of Section and the new Group Leader for Missions and Meetings.
- Continue work towards removal of paper and plastic package option from future catering contracts.
- ECDC has set new targets regarding the consumption of single use products for catering (see Table 3).

### 3.2.3. Paper Consumption

While there has been a slight increase in paper consumption in 2023 compared to 2022, it can be explained by 2023 being the first year after Covid-19 pandemic when

ECDC has once again been fully operational. Comparing to the baseline year 2019, ECDC has decreased its paper consumption by 74.10 %.

Table 11. Paper Consumption from 2019 to 2023

<b>Paper consumption</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023 %</b>
<b>Papers printed and copied</b>	1,145,131	399,249	127,669	244,377	296,683	-74.10
<b>Sheets / FTE / working day<sup>5</sup></b>	12.80	4.15	1.13	2.12	2.75	-78.52

Source: Digital Transformation Services

These results have been achieved through implementation of different paper consumption reducing activities such as instalment of new printers with 'follow-me' function, introduction of electronic workflows, no printing of newsletters or documents for meetings, double-side printing as default as well as providing payslips only in digital format.

To continue decreasing paper consumption, ECDC is continuing implementation of different administrative tools. In 2023, all procurement has been transferred to EU-procurement tools.

Planned actions:

- ECDC has set new targets regarding the paper consumption (see Table 3).

### 3.3. Water Consumption

At ECDC water is used for cleaning purposes, lavatories, watering of indoor and outdoor plants, as well as for drinking since the Stockholm's region is served by very good quality water. To reduce water waste, ECDC has installed touchless taps, eco flow regulator, and dishwashers with eco mode amongst others. When it comes to cleaning, less water is needed due to the high-quality cleaning equipment.

While the water consumption has increased when compared to the data from 2020 till 2022, it has declined by 13.48% when compared to the baseline year of 2019. The increase when compared to the last three years is once again explained by ECDC returning to full operational mode in 2023 after the Covid-19 pandemic.

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<sup>5</sup> 260 working days per year were assumed for the calculation.

Table 12. Water Consumption from 2019 to 2023

<b>Water consumption</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023%</b>
<b>m3</b>	1,810	1,247	1,173	1,329	1,566	-13.48
<b>m3/FTE</b>	5.26	3.37	2.71	3.00	3.77	-28.33

Source: Landlord Corem Isabella KB

Planned action:

- To reduce water consumption, ECDC continues to explore the possibility of installing a tank to collect rainwater for use. The discussions have been ongoing with the landlord; however, a concern regarding the weight of the tank has been raised that needs to be investigated.
- To minimize water waste, collect unused hot tap water in the mornings, which is often discarded when staff members refill their bottles with cold water. This water can be repurposed for tasks such as cleaning, watering plants, or other related activities.

### 3.4. Waste Production and Management

FM team is responsible for managing the waste generated by ECDC, ensuring compliance with Solna municipality and EMAS regulations. In addition to waste management, FM oversees the disposal of furniture and equipment. When disposing of these assets, they should be refurbished or re-used whenever possible, and only then recycled.

There are several types of bins located across the premises depending on the area. The bigger meeting rooms are equipped with a metal bin for collection of general waste, and in the office space staff members can access:

- A metal bin for general waste,
- A black plastic bin for paper.

All toilets are equipped with a bin for collecting used paper hand towels. Additionally, women's restrooms have an extra bin for disposing of sanitary items.

Each kitchenette is equipped with a set of bins along with stand-alone bins for the collection of diverse types of waste. ECDC staff can separate organic waste, metal, plastic, glass, tetra packaging, batteries, e-waste, light bulbs, used Nespresso capsules, general waste, combustible waste and used microfiber cloths.

Copy room areas are equipped with two distinct types of bins. One is for used printer paper that needs to be recycled and the other for confidential documents. The



confidential documents are disposed of by a dedicated contractor with respect to the privacy. Due to this there are no need for an electrical and factory produced shredder machine.

Table 13 shows the data regarding the amount of collected waste across the different categories and the CO<sub>2</sub> saved from being emitted through waste recycling. This is the first year that ECDC has provided data on the total amount of recycled organic waste, which has significantly contributed to the overall increase in total recycled waste.

ECDC's waste management service provider manages all tenants' recycling at once, leading to fewer transports to and from the property. By reducing the number of transports, large savings are made in CO<sub>2</sub> emissions. These savings are reflected in Table 13 under the section *CO<sub>2</sub> saved through Returabsystemet®*.

Table 13. Amount of Collected Waste and Related CO2 Savings from 2019 to 2023

	2019		2020		2021		2022		2023		2019-2023 %
	Collected (kg)	Savings (kg CO2)	Collected (kg)	Savings (kg CO2)	Collected (kg)	Savings (kg CO2)	Collected (kg)	Savings (kg CO2)	Collected (kg)	Savings (kg CO2)	Savings (kg CO2)
<b>Paper</b>	336	134	3,017	1,207	902	361	905	362	851	340	153.73
<b>Glass</b>	297	104	254	89	246	86	241	85	377	131	25.96
<b>Metal</b>	130	556	165	705	58	247	117	501	82	350	-37.05
<b>Combustible waste</b>	-	-	-	-	830	0	9	0	335	0	-
<b>Hazardous waste (Batteries, lights)</b>	30	94	8	21	-	-	-	-	22	55	-41.49
<b>Organic waste</b>	-	-	-	-	-	-	-	-	936	94	-
<b>Cardboard</b>	351	140	1,029	412	667	266	495	197	579	231	65
<b>Electronics (e-waste)</b>	-	-	200	-	149	417	151	424	4	11	-
<b>Plastic</b>	50	30	220	132	235	139	223	133	232	140	366.67
<b>Toner</b>	103	-	130	102	12	9	63	49	9	7	-
<b>Tetra packaging</b>	-	-	92	37	106	42	136	56	185	73	-
<b>Total recycled</b>	<b>1,297</b>	<b>1,058</b>	<b>5,115</b>	<b>2,705</b>	<b>3,205</b>	<b>1,567</b>	<b>2,340</b>	<b>1,807</b>	<b>3,612</b>	<b>1,432</b>	<b>35.35</b>
<b>Per FTE</b>	<b>3.8</b>	<b>3</b>	<b>13.8</b>	<b>7.3</b>	<b>7.4</b>	<b>4</b>	<b>5.3</b>	<b>4</b>	<b>8.7</b>	<b>3.5</b>	<b>16.67</b>
<b>CO2 saved through Returab-systemet®</b>	-	<b>4,579</b>	-	<b>4,579</b>	-	<b>4,579</b>	-	<b>4,579</b>	-	<b>4,579</b>	<b>Same</b>
<b>Total CO2 savings</b>	-	<b>5,637</b>	-	<b>7,297</b>	-	<b>6,146</b>	-	<b>6,386</b>	-	<b>5,917</b>	<b>4.97</b>

Source: Service provider Returab Sverige AB

The collected data shows a positive trend in the total amount of waste generated at ECDC, with a 29.29% decrease in 2023 compared to the 2019 benchmark, as shown in Table 14. Even with the return to full operational capacity in 2023, waste generation remains lower than during the 2020-2022 period. Additionally, 2023 saw a significant increase in recycled waste and a slight rise in general non-recyclable waste compared to 2019. Notably, waste from confidential bins has also significantly decreased.

Table 14. The Amount of Generated Waste from 2019 to 2023

Waste in kg	2019	2020	2021	2022	2023	2019-2023 %
<b>Recycled waste</b>	1,297	5,115	3,205	2,340	3,612	178.49
<b>Confidential bins</b>	8,640	1,360	3,360	3,096	550	-93.63
<b>General non-recycled waste</b>	6,760	9,751	6,814	8,060	7,644	13.08
<b>Total</b>	16,697	16,226	13,379	13,496	11,806	-29.29
<b>Per FTE</b>	48.53	43.86	30.9	30.46	28.45	-41.38

ECDC has a dedicated process for disposing of furniture and IT items that cannot be handled through regular waste procedures and require specialized treatment. As previously mentioned, before disposing of any furniture or IT items, ECDC explores the possibility of reusing them and giving them a second life. If reuse is not feasible, the items are then recycled and disposed of. The Table 15 details the disposed furniture and IT items.

Table 15. The Number of Disposed Items from 2019 to 2023

Items disposed	2019	2020	2021	2022	2023	2019-2023%
<b>Furniture and IT items</b>	63	934	72	0	863	1,269.84
<b>Per FTE</b>	0.18	2.52	0.17	0	2.08	1,055.57

Source: Facility Management

To make ECDC staff and contractors aware of the waste management and disposal process at ECDC, Work Instruction on waste management and disposal (ECDC/WI/501) has been approved in 2023. Additionally, to raise awareness and encourage staff to recycle their waste, a communication leaflet has been prepared and is accessible to all ECDC staff (see Figure 3 below).

WASTE TYPE	WHAT CAN AND CANNOT BE DISPOSED		WASTE TYPE	WHAT CAN AND CANNOT BE DISPOSED	
<b>PLASTIC</b> 		Bottles, boxes, lids, carrier bags, bread bags and plastic film	<b>ORGANIC</b> 		Fruit, food waste, coffee grounds, tea bags
		Plastic packages with left-overs and other dirt			Cutlery, butter packages, napkins, soil, snuff, cigarettes, candles etc.
<b>GLASS</b> 		Glass bottles, glasses and other glass packaging	<b>TETRA BRIK</b> 		Cartons after milk, yogurt, juice etc.
		Porcelain, ceramics, light bulbs, flat glass, windowpanes, mirrors etc.			
<b>GENERAL WASTE</b> 		Napkins, paper towels and everything not mentioned in the other sections	<b>METAL</b> 		Tin cans, capsules, aluminium moulds, aluminium foil
					Paint cans with residue, spray cans, batteries and electric waste, metal packages with left-overs and other dirt
<b>BATTERIES</b> 		Batteries	<b>LIGHT &amp; BULBS</b> 		Light sources and bulbs
<b>E-WASTE</b> 		ECDC assets such as calculators, phones, electric tools and other obsolete or broken electronics	<b>CARDBOARDS &amp; BOXES</b> 		Corrugated cardboard and boxes
		Fluorescent lamps, batteries, light sources etc.			
<b>TONER</b> 		Cartridges and toners	<b>COMBUSTIBLE MATERIAL</b> 		<p><i>Thank You!</i></p>  <p><b>Facility Management</b></p>

*Figure 3. Communication Leaflet on Waste Recycling*

#### Planned actions:

- Used hand paper towels found in the toilets, kitchenettes, and the canteen to be separated and recycled starting 2024.
- Removal of general waste bins from the offices and a launch of a campaign to encourage the use of bins found in the shared areas.
- Restart office tours to raise awareness regarding sustainability and recycling practices at ECDC.
- The EMAS topic is set to be introduced as part of newcomer inductions.

### 3.5. Emissions – Travel and Mobility

The 2019 environmental review identified CO<sub>2</sub> emissions from corporate travel and accommodation choices during international trips as ECDC's greatest challenge. To address this significant environmental impact, it is essential for ECDC to actively reduce the number of trips undertaken each year to its best ability.

#### 3.5.1. Corporate Travel

Corporate travel represents the largest source of CO<sub>2</sub> emissions at ECDC, as its core activities imply a considerable number of travels each year. These travels are related to:

- Missions – external meetings to which ECDC staff has been invited to.
- Meetings – internal meetings organized by ECDC.

In the past, recruitment-related travel, such as candidate interviews, contributed to CO<sub>2</sub> emissions, but this is no longer the case. However, ECDC staff may still be required to travel for mandatory pre-employment health checks.

To reduce CO<sub>2</sub> emissions, ECDC has implemented sustainable travel guidelines. Before choosing to send a member of staff to a mission, possibility to attend virtually needs to be assessed and considered first. Staff members should only travel to missions that are relevant to ECDC's work plan. No mission that is shorter than 4 hours can be undertaken if it requires travel. When choosing a means of transport, the environmentally friendliest option should be selected first, for instance, train travels over flights. Moreover, there should be no more than one person per mission. If there is a need for more attendees, role and added value of additional staff needs to be clearly outlined in the mission order.

When organizing meetings, ECDC should always offer the option of participating in a hybrid set-up or on-line, and only one person per participating entity should be invited to attend the meeting face-to-face. Furthermore, ECDC should strive to reduce the number of physical meetings.

The data indicates a 24.69% reduction in CO2 emissions from corporate travel in 2023 compared to 2019. While there is a 31.62% decrease in emissions from meetings, there is also a 13.03% increase in emissions related to missions. The increase in the emissions related to missions could be explained by the increase in the number of staff members when compared to 2019.

Table 16. Emissions from Corporate Travels from 2019 to 2023

<b>Total Carbon CO2 (kg)</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2019-2023%</b>
<b>Emissions from meetings and recruitments</b>	984,937.3	71,638.3	3,053.7	454,506	673,482	-31.62
<b>Emissions from ECDC missions</b>	180,818	22,384	4,742.3	132,618	204,378	13.03
<b>Total emission from M&amp;M</b>	1,165,755.3	94,022.2	7,796	587,124	877,861	-24.69
<b>Per FTE</b>	3,388.8	254.1	18	1,325	2,115.3	-37.58

Source: Missions and Meetings

Planned actions:

- Calculate all direct and indirect CO2 emissions to begin offsetting the carbon footprint associated with business travel.
- ECDC plans to purchase an electric corporate car.
- ECDC has set new targets regarding the decreasing of total CO2 emissions produced by missions and meetings (see Table 3).

### 3.5.2. Accommodation and Choice of Hotel

Current missions and meetings work instructions emphasize choosing venues accessible by public transportation and avoiding the need for private cars, taxis, or shuttles. The goal is to book accommodations for meetings and missions within walking distance of the venue or accessible by public transport.

The accommodation services contract includes environmental requirements for venues and accommodations, aiming to primarily book eco-certified hotels and raise awareness among ECDC stakeholders. ECDC plans to increase the number of hotel bookings with eco-certified solutions each year to reduce its carbon footprint.

These measures aim to reduce transport emissions for event attendees by minimizing the need to commute to and from the venue. They also aim to lessen environmental impact by preferring eco-compatible, eco-friendly, and eco-certified options over high-consumption facilities.

Planned actions:

- Currently, there is no monitoring system for tracking accommodation data, but the procedure is under revision and should be developed after arrival of the new Corporate Service’s Head of Section and the new Group Leader for Missions and Meetings.

### 3.6. Procurement

In its day-to-day business, ECDC engages a wide array of contractors and subcontractors to provide diverse services and goods allowing ECDC to influence them by incorporating environmental criteria into its tenders. The Corporate Services Section manages most services and supplies, applying environmental requirements where needed. This includes cleaning services, catering, furniture, travel services, and office supplies.

ECDC is adopting Green Public Procurement (GPP) principles and strives to integrate environmental considerations into procurement procedures whenever possible. The legal and procurement team has received training on sustainable public procurement.

ECDC participates in interinstitutional framework contracts with environmental criteria, such as those for sustainable office equipment, paper, consumables, furniture, promotional items, and event management services. In 2021, ECDC also joined interinstitutional procurement procedures for greenhouse gas emissions offsets and GPP helpdesk services.

*Table 17. Procurement Procedures from 2019 to 2023*

<b>Awarded procedures</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>Total awarded procurement procedures<sup>6</sup></b>	65	58	51	47	61
<b>Procurement procedures with environmental requirements</b>	5	2	4	5	7

Source: Procurement Section

Planned actions:

- Set environmental requirements in procurement procedures, where applicable.

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<sup>6</sup> Majority of these awarded procurement procedures are procedures in which environmental requirements were not applicable.

### 3.7. Biodiversity

ECDC's premises feature several green areas. There is one green wall on each of the five floors with a total surface area of 6.34 m<sup>2</sup>. Furthermore, there is a 10.1 m long green wall that is in proximity to the second atrium on the first floor, as well as plants on every floor of the building that have been planted by ECDC Plant Group.

The plant variety used for the plant walls consist of 14 different plant species that are *Ficus pumila*, *Epipremnum aureum*, *Hedera helix*, *Dracanea* (*Sansevieria*) *Fernwood*, *Spathiphyllum wallisii*, *Aloe vera*, *Tradescantia pallida*, *Pelargonium graveolens*, *Cane begonias*, *Begonia maculata* "Picta", *Nephrolepis exalta*, *Monstera deliciosa*, *Phlebodium aureum* "Blue Star" and *Chlorophytum comosum*.

List of indoor plants include *Hedera helix*, *Spathiphyllum wallisii*, *Nephrolepis exaltata*, *Araucaria heterophylla*, *Chlorophytum comosum*, *Dracaena fragrans* and *Chamaedorea elegans*.

In addition to the green walls and the indoor plants, there are also plants planted on the rooftop terrace of the building. The primary design concept is to create a beautiful garden that offers continuous blooms from early spring through late autumn, benefiting both pollinators and any visitors. Even during winter, seed heads and evergreens add aesthetic value, making the garden an appealing destination for ECDC staff.

The rooftop plant list includes *Achillea Moonshine*, *Anaphalis Triplineervis*, *Artemisia Smidtiana Nana*, *Aster Twilight*, *Baptisia Blueberry Sundae*, *Baptisia Lemon Meringue*, *Catanache Caerulea*, *Coreopsis Verticillata Moonbeam*, *Coreopsis Verticillata Zagreb*, *Dianthus Seguieri*, *Echinacea Purpurea Pica Bella*, *Ephedra Equisetina*, *Eriophyllum Lanatum*, *Eryngium Bourgatii*, *Euphorbia Cyparissias Fens Ruby*, *Euphorbia sp Armenia*, *Gypsophila Rosenschleier*, *Helianthemum Nummularium*, *Helichrysum Schwefellicht*, *Iris Leptophylla*, *Iris Pumila*, *Kalimeris Incisa Nana Blue*, *Lavandula Angustifolia Hidcote*, *Linaria Triornithophora*, *Monarda Bradburiana*, *Nepeta Walkers Low*, *Panicum Virgatum Shenandoah*, *Perovskia Atriplicifolia Blue Spire*, *Phlox Borealis*, *Pulsatilla Vulgaris*, *Salvia Mainacht*, *Salvia Nemorosa Sensation Rose*, *Sesleria Autumnale*, *Stipa Barbata* and *Thermopsis Rhombifolia*.

Planned actions:

- Look into the possibility to prune office plants and distribute the cuttings to employees, encouraging them to grow the cuttings at home, thereby promoting environmental sustainability through plant reuse and enhancing green spaces.
- Look into the possibility to improve the biodiversity at ECDC during the Workplace Transformation project.



### 3.8. Raising Environmental Awareness

To successfully implement EMS in its everyday activities, ECDC strives to raise environmental awareness amongst its staff, as well as other internal and external stakeholders. This is done through internal and external meetings and collaborations, publications on ECDC's EMAS intranet page, as well as by creating informative leaflets and work instructions, among others.

#### 3.8.1. Internal Communication

All ECDC members of staff have an easy access to information posted on ECDC's EMAS intranet page. Among other things, this information includes:

- Environmental Statements,
- Relevant work instructions,
- ECDC travel guidelines,
- Recycling table,
- Explanation of EMAS,
- Information leaflets on how to save energy at work and at home,
- Information leaflets on the Sustainable Development Goals, the Nine Planetary Boundaries, and EU Taxonomy.

Additionally, all staff is invited to join ECDC Green Group, which strives to:

- Contribute to the EMAS,
- Promote staff well-being (e.g., cycling or walking instead of driving to work),
- Raise staff morale and build an ethical corporate culture,
- Enhance the organisational image to stakeholders,
- Help with cost-saving activities (e.g., electricity, travel).

Durning 2023, ECDC held eight different internal awareness sessions. These have included meetings with EMAS internal verifiers and EMAS steering group, a session regarding outcomes of EMAS internal auditing, as well as a Green Group meeting, meetings regarding green procurement at ECDC and a meeting to discuss ECDC's environmental impact. Furthermore, all staff has been invited to attend EMAS basics course available on the EU Learn platform; however, it is unknown how many ECDC staff members have attended this activity.

Table 18. Number of Internal Communication Activities till 2023

Activity	Till 2022	2023
<b>Number of staff awareness sessions and attended programmes</b>	11	8

Planned actions:

- Continuously organize info-sessions regarding raising awareness, including Green Group meetings and EMAS virtual fika sessions.
- Organize awareness raising initiatives such as ECDC swap week and ECDC cleanup day, as well as initiative concerning correct way of recycling and energy consumption.

### 3.8.2. External Communication

ECDC is a member of EU Agencies Network (EUAN) and the Greening Network of EU Agencies. The aim of EUAN and the Greening Network of EU Agencies is to address environmental topics, exchange knowledge and share best practices regarding the implementation of EMAS.

During 2023, ECDC has participated in 17 external meetings.

Table 19. Number of External Communication Activities till 2023

Activity	Till 2022	2023
<b>Number of meetings/collaborations with other agencies</b>	4 collaborations established and 5 meetings conducted	17

Planned actions:

- Continue collaboration and communication with other agencies, as well as EUAN and the Greening Network of EU Agencies regarding environmental awareness and best practices.

## 4. Environmental Performance Compared with the Benchmark of Excellence

Benchmark of Excellence	ECDC performance 2023	ECDC 2023 with benchmark (in %)
Total water use in office buildings is lower than 6.4 m <sup>3</sup> /FTE/year	3.77	<b>-41.09</b>
Zero waste generated in the office buildings is sent to landfill	ECDC recycles all its waste.	<b>Benchmark met</b>

Total waste generation in office buildings is lower than 200kg/FTE/year	28.49	<b>-85.49</b>
Office paper consumption is lower than 15 A4 sheets/FTE/working day	2.75	<b>-81.67</b>
Office paper used is 100 % recycled or certified according to an ISO Type I ecolabel (e.g., EU Ecolabel)	The Discovery and Lyreco paper in use at ECDC is labelled as EU Ecolabel SE/011/01.	<b>Benchmark met</b>
Tools for promoting sustainable commuting for employees are implemented and promoted	Tools for promoting sustainable commuting are anticipated.	<b>In progress</b>
Carbon budgeting is implemented for all business travel	Starting from 2025 onwards ECDC plans to start offsetting the CO2 emitted from its business travel.	<b>In progress</b>
Video conferencing facilities are available to all staff and their use is monitored and promoted	To accommodate the hybrid/online way of working, ECDC has put in place virtual offices and meeting rooms that are fully furnished and equipped with the latest and highly efficient video conferencing facilities.	<b>Benchmark met</b>
For newbuilds, the building is designed with a total primary energy use (electricity and heating) lower than 60 kWh/m2/year	<b>Not applicable since ECDC building is an old building renovated in 2017.</b>	<b>Not applicable</b>
100 % of the electricity used in a public building is met by on-site generation of renewable electricity	Although 100 % of electricity used comes from renewable sources, ECDC does not produce electricity on site. In the future we will explore the possibilities of installing solar panels on the rooftop.	<b>Not applicable yet</b>
100 % of the hot water demand in a public building/social housing building is met by on-site renewable heat generation	Although 100 % of energy used for heating water comes from renewable sources, ECDC does not generate renewable heat on site.	<b>Not applicable yet</b>
100 % of tenders include environmental criteria that require at least the level of performance set in the EU GPP criteria, for products where EU GPP criteria are available (e.g. office paper, cleaning agents, furniture)	Where applicable, ECDC has incorporated environmental criteria into tender specifications.	<b>Benchmark met</b>

## Annex I: BREEAM Certification

# BREEAM® SE

Code for a Sustainable Built Environment

[www.sgbc.se](http://www.sgbc.se)

[www.breeam.com](http://www.breeam.com)

### Slutgiltigt certifikat

Det här intygar att

Hilton 3, Hus 1  
Gustav III:s boulevard 40  
169 73 Solna

har bedömts enligt  
BREEAM-SE 2013 Kontor  
Inredning i befintlig byggnad

av en licensierad assessor för  
Klövern AB

och har uppnått resultatet 56,5%  
Very Good



Certifikatnummer: BR2016-0052-02

Utfärdande : 1

Gällande BBR-version: BBR 23

7 december 2020

Utfärdandedatum

Undertecknat för SGBC

Pehr Hård

Certifieringschef

Klövern AB

Fastighetsägare

Hedström & Taube

Assessorföretag

Rasmus Falk

Licensierad assessor

HEDS-BSEA-056

Assessorsnummer

In3prenör

Huvudentreprenör



Detta certifikat är utfärdat av SGBC till den licensierade Assessorn given ovan och intygar att överlämnad information har verifierats vid rapporteringsstillfället.

För att säkerställa autenticiteten för detta certifikat, besök [www.sgbc.se](http://www.sgbc.se) eller kontakta oss på [breeam@sgbc.se](mailto:breeam@sgbc.se)

Detta certifikat kvarstår som Building Green in Sweden egendom och utfärdas i enlighet med villkor som återfinns på [www.sgbc.se](http://www.sgbc.se).

BREEAM är ett registrerat varumärke som tillhör BRE (Building Research Establishment Ltd. gemenskapsvarumärket E5778551). BREEAM märken, logotyper och symboler är upphovsrätten till BRE och återges med tillstånd



## Annex II: Environmental Approach (Policy)





# Environmental Approach (Policy)

ECDC is an EU agency aimed at strengthening Europe's defences against infectious diseases. The core functions cover a wide spectrum of activities: surveillance, epidemic intelligence, response, scientific advice, microbiology, preparedness, public health training, international relations, health communication and the scientific journal Eurosurveillance.

As a consequence of its activities, ECDC also has an impact on the environment, directly and indirectly.

The most prominent environmental aspects are those connected to travel and mobility, resource consumption, and procurement of services and goods. To help us minimize, manage, and have continuous improvement of our environmental performance, we have implemented the Environmental Management System (EMS) according to the Eco Management and Audit Scheme (EMAS).

Our vision is to be a more sustainable and resource-efficient agency, and to achieve that we are committed to:

- ✓ Minimize our climate impact, starting from reducing CO2 emission;
- ✓ Minimize resource consumption through sustainable procurement and efficient use of materials;
- ✓ Adopt relevant environmental standards and requirements in all areas of internal operations;
- ✓ Assess internal activities and identify areas to continuously improve environmental performance;
- ✓ Continuously monitor energy and resources consumption in order to reduce, whenever possible, environmental impacts;
- ✓ Manage and minimize waste through careful and efficient use of materials;
- ✓ Purchase sustainable products and materials wherever feasible (e.g., recycled, FSC or low environmental impact products);
- ✓ Enhance environmental requirements in procurement procedures;
- ✓ Reduce risks from environmental, health or safety hazards for employees and others in the vicinity of its operations.
- ✓ Promote environmental responsibility of staff by increasing awareness of the environmental impacts of their work activities;
- ✓ Comply with all environmental relevant legislation and regulations, where applicable to ECDC;
- ✓ Publicize our environmental statement.

This approach covers all the Agency's operations, including staff activities when on mission or travelling. The approach also applies to all other people present the Agency's premises.

Dr Andrea Ammon  
Director of ECDC



2023-07-04

## ANNEX III - ACCREDITATION/EMAS VALIDATION



Gothenburg, Sweden, 2024-08-28

A handwritten signature in blue ink, appearing to read 'Herman Fahlström'.

Herman Fahlström, Certification Manager

Bureau Veritas Certification Sverige AB