

Environmental Responsibility Charter for IRAP Staff

1. I am aware of the fact that IRAP is taking action to reduce its environmental footprint.
2. I have read the institutional charter signed by IRAP.
3. I am aware of the existence of IRAP's environment committee. I can contact this committee if I have questions or suggestions about environmental initiatives at IRAP: comecolo@irap.omp.eu

I can help reduce the environmental footprint of my institute in the following ways:

1. Business trips :

- o Limit medium and long distance trips by plane as much as possible
- o Travel by train rather than by plane as far as practicable
- o Use and offer videoconferencing rather than travelling to meetings whenever possible

2. Travel between home and work and travel between different workplaces (e.g. between the university and IRAP):

- o Choose eco-friendly modes of transportation such as cycling and walking
- o Use public transport when practical
- o Use and organise ride-sharing with colleagues when practical

3. Resource consumption and waste production:

- o Sort waste as much as the waste collection facilities at IRAP allow
- o Adopt reusable material (mug for coffee breaks, water bottle etc.)
- o Reduce electricity consumption (lighting and power supply for computers, etc.)
- o Avoid unnecessary heating or air-conditioning of your office
- o Notify the logistics department in the event of a breakdown or anomaly
- o Print and photocopy documents only when strictly necessary
- o For essential printing and photocopying, privilege black and white, double-sided printing

4. Use of IT and digital resources:

- o Adopt energy and resource-saving practices on my digital devices
- o Implement energy-saving strategies in my use of my electronic communications (mail/messaging), computing, and data storage
- o Take care of my IT equipment and take steps to promote its longevity

5. Equipment purchases :

- o Check the availability of equipment in the institute before making new purchases
- o In the event of a breakdown, check whether items can be repaired rather than replaced
- o Choose certified eco-friendly products and favour eco-responsible suppliers
- o Promote the purchase of recycled and recyclable products and the use of second-hand equipment

6. Organisation of scientific events (e.g. conferences, workshops):

- o Choose a venue that minimises the distance travelled by participants
- o Adopt a reasonable frequency for recurrent events
- o Offer remote participation as a genuine alternative and consider the needs of remote participants during event planning
- o Provide eco-responsible catering for meals and coffee breaks
- o Limit or eliminate promotional give-aways (conference bags, USB keys, stickers, pens etc.)

For more information about the reasons behind this charter, we invite you to read the documentation on the OMP's environment web site: <https://labo.obs-mip.fr/comecolo/>

The web site is regularly updated with news about IRAP's environmental initiatives as well as tips and advice about reducing our environmental footprint at work.

For questions or suggestions, please contact the IRAP environment committee at the following address: comecolo@irap.omp.eu