



# Environmental Performance Report



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# Corporate Profile

The British Council connects people worldwide with learning opportunities and creative ideas from the UK and builds lasting relationships between the UK and other countries. We are the UK's international organisation for educational opportunities and cultural relations and are represented in 100 countries worldwide. We are a major channel for the UK's public diplomacy in Pakistan - putting Pakistani people in touch with people in the UK. We work for the benefit of the individual and for the mutual benefit of Britain and Pakistan. We have been working in Pakistan since 1948, starting from a small office in Karachi. We now have offices in 5 cities, offer services in 6 cities and employ more than 200 staff members throughout the Pakistan.

In the UK the British Council is registered as a charity (not-for-profit-organisation) and operates as an executive non-departmental public body. Our patron is Her Majesty The Queen and our Vice-Patron is His Royal Highness, The Prince of Wales.

In Pakistan we create opportunities for you to experience the best of the United Kingdom. We are working with partners in the UK and in Pakistan to build relationships that last with institutions and with people like you.

In Pakistan, we offer services to:

## LEARNERS

Whether you are interested in studying in the UK, taking a UK qualification in Pakistan or enhancing your language skills, we can offer a range of learning opportunities that suit your needs.

## PARTNERS

We provide your organisation with opportunities for international networking and assistance in establishing links with Pakistani and British individuals and organisations. By providing you with opportunities for collaboration and sponsorship, we give you access to audiences for market positioning, and enhancing corporate images and reputation. We work with both local and international partners.

## YOUTH

If you are a young person in Pakistan we have a range of special activities for you, including creative and innovative arts and cultural events showcasing the best of contemporary UK, exciting competitions and opportunities for exchange and linking with young people in the UK.

# Introduction

Being Country EFT Co-ordinator Pakistan and leading the environmental agenda, the green team is delighted to present its first sustainability report. From now on, we will publish sustainability report every year and share our commitment and initiatives we have implemented to support sustainable development.

The Environmental Framework Tool (EFT) is an award-winning tool providing guidance to enable you to manage the environmental impact of your office and activities

The report presents three years of data for quantifiable achievements to identify trends over time. As the British Council continues to grow, our environmental challenge is to reduce our environmental impact despite rapid business expansion across Pakistan.

Our key areas of focus in managing the environmental footprint of our business operations are

- Reducing greenhouse gas (GHG) emissions
- Improving energy efficiency;
- Reducing paper use;
- Reducing waste volumes and water use
- Greening our supply chain and procurement.

We have clear objectives and goals that guide our efforts as well as measure our progress on each of these objectives. While I can't miss thanking my green team, I am also grateful to all colleagues, vendors, contractors and service providers for showing commitment to our corporate environmental agenda.

I look forward to our continued focus on achieving our environmental sustainability objectives and being better tomorrow than we were yesterday.

*Going green at work is basically about being economical. Reducing consumption, re-using to avoid wastage, and re-cycling old into new. It doesn't have to cost the earth...*

Thanks

Nishat Riaz

Country Environmental Framework Tool (EFT) Co-ordinator

## Messages from Senior Leadership

### The British Council Pakistan



#### **Peter Upton- Country Director Pakistan**

It's been an immense pleasure to present our first "Environmental Performance Report". Environmental Sustainability is a journey towards continuous improvement, and our first report will serve as a baseline for improvement targets in the years to come.

We recognise that we exist within a global ecosystem and share the responsibility to do our utmost to cause minimal harm to our planet, and set an example of responsible environmental stewardship. I feel proud as well as honoured to head an organisation with a long-standing commitment to good governance, social values, environmental concerns and employee engagement.

#### **Tony Jones -Deputy Country Director**

We are pleased to present this report that sets an important milestone for our internal and external stakeholders. By choosing to disclose our sustainability performance on an annual basis, we are setting a positive precedent for other organisations in Pakistan and in the region.



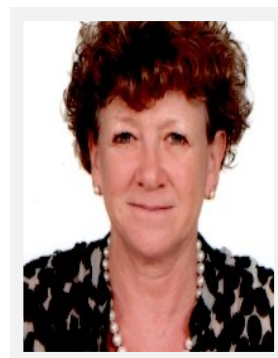
#### **Richard Weyers- Area Director Punjab**

This report aims to send a message to our stakeholders that we are committed to developing an environmentally sustainable operating model by incorporating social and environmental factors into our decision making processes. Becoming a more responsible and sustainable organisation not only improves our success but also gives a sense of pride to our employees to be a part of an organisation that respects employee values, care for the environment and service to the community.

#### **Barbara Wickham- Area Director Sindh-Baluchistan**

As we develop our appreciation of the importance of environmental sustainability across not only our office platforms but all our programmes as well, the important work in capturing data on our environmental impact highlighted in this report shows the progress we have made over the last three years.

Our ambition is to increase our cultural relations impact across the country; we are equally ambitious about doing this in a sustainable way.



# Messages from Environment Sustainability Team

## The British Council

The Environment team in the UK leads the British Council's embedding of sustainability by managing its environmental impacts with the support of colleagues across the global network. The Environmental Framework Tool (EFT) was developed in 2008 as guidance to support best practice in environmental management in our 110 overseas offices.

The 5-level framework gives the flexibility required to manage environmental impacts in very different operating contexts, but to a globally consistent approach. The EFT achieved recognition at the 2010 London Mayor's Green500 awards with a commendation in the Special Awards in the indirect leader category. The current corporate target for EFT is level 4 by 31 March 2014; 60% have achieved level 3 to date. EFT level 4, consisting of a regional environmental action plan, is now being implemented with all overseas regions.

Colleagues in Pakistan achieved levels 1 to 3 in just five months towards the end of 2013 and are now working with colleagues across the South Asia region to develop their environmental action plan. Our colleagues in Pakistan continue to show tremendous commitment to reducing the environmental impact of their buildings and activities.

Their carbon footprint is measured and monitored year-on-year which enables them to identify and introduce initiatives to tackle areas of significant impact, such as water use and staff travel. Forthcoming office refurbishments offer the opportunity to implement further initiatives to reduce the impact of their buildings.

Thanks

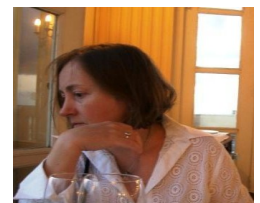
**Mark Hewitt**

Head of Environment Sustainability the British Council



**Jenny White**

Project Manager Environment Sustainability the British Council



**Julie Wright**

Project Manager Environment Sustainability the British Council





# Green Team The British Council Pakistan

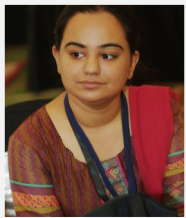


**Nishat Riaz -Country Coordinator Pakistan**

Our sustainability journey takes continuous efforts. I feel proud to lead passionate and committed environmental champions.

**Arfan Ahmed– Green Champion Islamabad**

Environmentalism is my passion and working as in EFT is a great opportunity to explore and implement it. We have taken up the recycling initiative as well in which we are re-cycling things like paper, batteries, cardboard, glass & certain other sheets.



**Mehak Masood– EFT Consultant**

Sustainable development is core to our strategy and we are Integrating health, safety, environmental, social and economic factors key factors in our decision making and operations.

**Khadija Hussain– Green Champion Karachi**



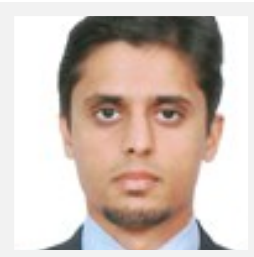
Everything around us from the air we breathe to the water we drink, the food we eat to the things we use, relates

to our environment. Life is made possible by a very delicate balance of just the right ingredients! Every specie is interconnected in our ecosystem and we are joined together in such a way that every action we take affects each and every one of us regardless of our geography. Therefore, it is utmost important to step back, have a look around and show our appreciation for na-



**Awais Iqbal– Environmental Champion Karachi**

This year working with the main team we have calculated our carbon footprint for each office and now we are finding ways on the reduction of our carbon footprint and devising targets for reduction in energy, water, waste, gas, fuel and travel. Also at the same time being the Head of Procure-



**Hasseb Hassan— Environmental Champion Islamabad**

We are committed to be a global responsible and environmental friendly organisation. Together as a team, we are working to improve the environmental sustainability in our core operations.



**Khawar Tanweer– Green Champion Lahore**

I have recently joined as Facility Manager and Environmental Champion at Lahore Office. I'm keenly looking forward and committed to work and make the Lahore office more greener and cleaner.

We are working to implement the strategic initiatives to reduce our carbon footprint .

# Environmental Policy

The British Council creates international opportunities for the people of the UK and other countries and builds trust between them worldwide. We do this through our work in three “strategic business areas”

- Education and Society
- English
- Arts

We recognise that our activities impact on the environment and are committed to minimising this by improving our environmental performance. We will do this by setting and reviewing objectives and targets as set out in the British Council’s Environmental Framework Tool. We commit to minimising our environmental impact by:

- Understanding and measuring of environmental impacts arising from our activities.
- Ensuring that we understand and comply with all legal obligations under the Pakistan Environmental Protection Act (PEPA-1997), together with all other applicable statutory provisions and relevant codes of practice.
- Setting environmental objectives and targets for activities with significant impact, mindful of the aspirations of our partners.
- Minimise energy and water usage in our buildings, vehicles and processes in order to conserve supplies, and minimise our consumption of natural resources, especially where they are non-renewable. Minimise the generation of waste and implement re-use or recycling initiatives wherever possible;
- Ensuring that our policy is understood, implemented and maintained by everyone in the organisation and supported by appropriate training of the staff.
- Communicating our progress in reducing our environmental impact to internal and external stakeholders.
- Reviewing and maintaining this policy to reflect changes in the organisation, government targets or significant external factors.

Our current focus is:

- To ensure the growth of our organisation is sustainable and that the environmental impacts of our work are assessed alongside social and economic considerations
- To reduce our consumption of energy and water, and the resulting carbon emissions
- To reduce waste by embedding of waste hierarchy of ‘reduce, re-use and recycle’
- To use sustainable options when procuring goods and services
- To monitor and reduce the environmental impact of our business travel and explore innovative mechanisms to continue to deliver our cultural relations work effectively
- To use our creative skills and strengths as a global organisation to promote sustainability with climate change agenda and incorporating sustainable development themes across our portfolio of activity.



# Sustainable Procurement Policy

The British Council aims to purchase goods in a way which minimises the impact on the environment by:

- a) Minimising the amount we purchase (only purchasing goods which are necessary for the successful delivery of services)
- b) Striving to ensure that the environmental impact of production, transportation, use and disposal is minimised for all purchases.

The British Council will strive to assess and minimise the environmental impacts of the following when making a purchase specifically:-

- Energy consumed in production and use of the goods
- Water consumed in the production and use of the goods
- Waste disposal issues including the opportunities for re-use and recycle and the possibility of pollution/contamination associated with disposal
- Transportation associated with the good
- The scarcity and source of the raw materials used for the goods (including the impact on wildlife and their habitats and the landscape)

The British Council aims to ensure contractors/suppliers adopt environmental standards which are at least as good as ours and which reflect recognised environmental best practice.

All contractors/suppliers must agree to comply with all environmental issues contained within the Environment Framework Tool documentation when delivering a service on the British Council property.

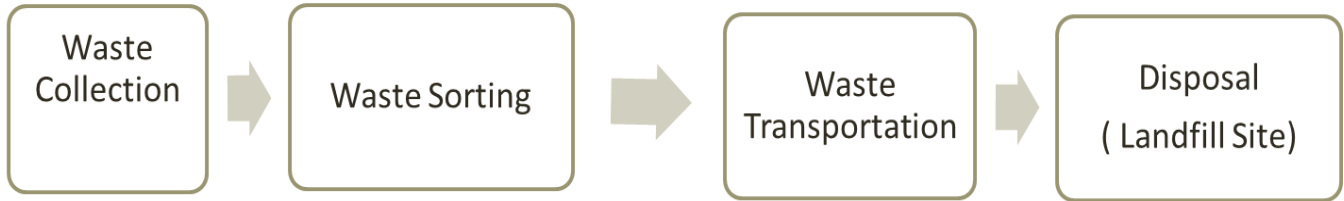


# Solid Waste Management

The British Council Pakistan supports the implementation of integrated solid waste management systems within our office premises and encourages our employees for recycling and reusing.

- In the Cafeteria's of the British Council following colour coded/labelled waste bins have been placed
  1. Green for Plastic
  2. Blue for Paper
  3. Red for Glass
  4. Yellow for Metals/batteries/phones
  5. Grey for Food and Garden Waste (Fruit peels, organic waste)
  6. White for Disposables
- Waste bins for rest rooms disposed off daily.
- In each room, an accessible paper recycling bins placed.
- An external vendor hired to collect all the recyclables that includes paper, plastic, metal and glass on a monthly basis.
- EFT Team maintaining an electronic register about data of weight and type of solid waste
- All support staff must wear Personal Protective Equipment' (PPEs) during dusting and cleaning.
- Garden and Food Waste used for composting where area is available.
- Training is given to support staff on a quarterly basis. For motivation of support staff some incentive based plan could be devised.
- All employees put waste/scrap paper in waste bins.
- Important office documents like contracts shredded before handing over to vendor for recycling.
- Littering is strictly prohibited in office premises.

# Solid Waste Management



Metal/Glass/  
Plastics

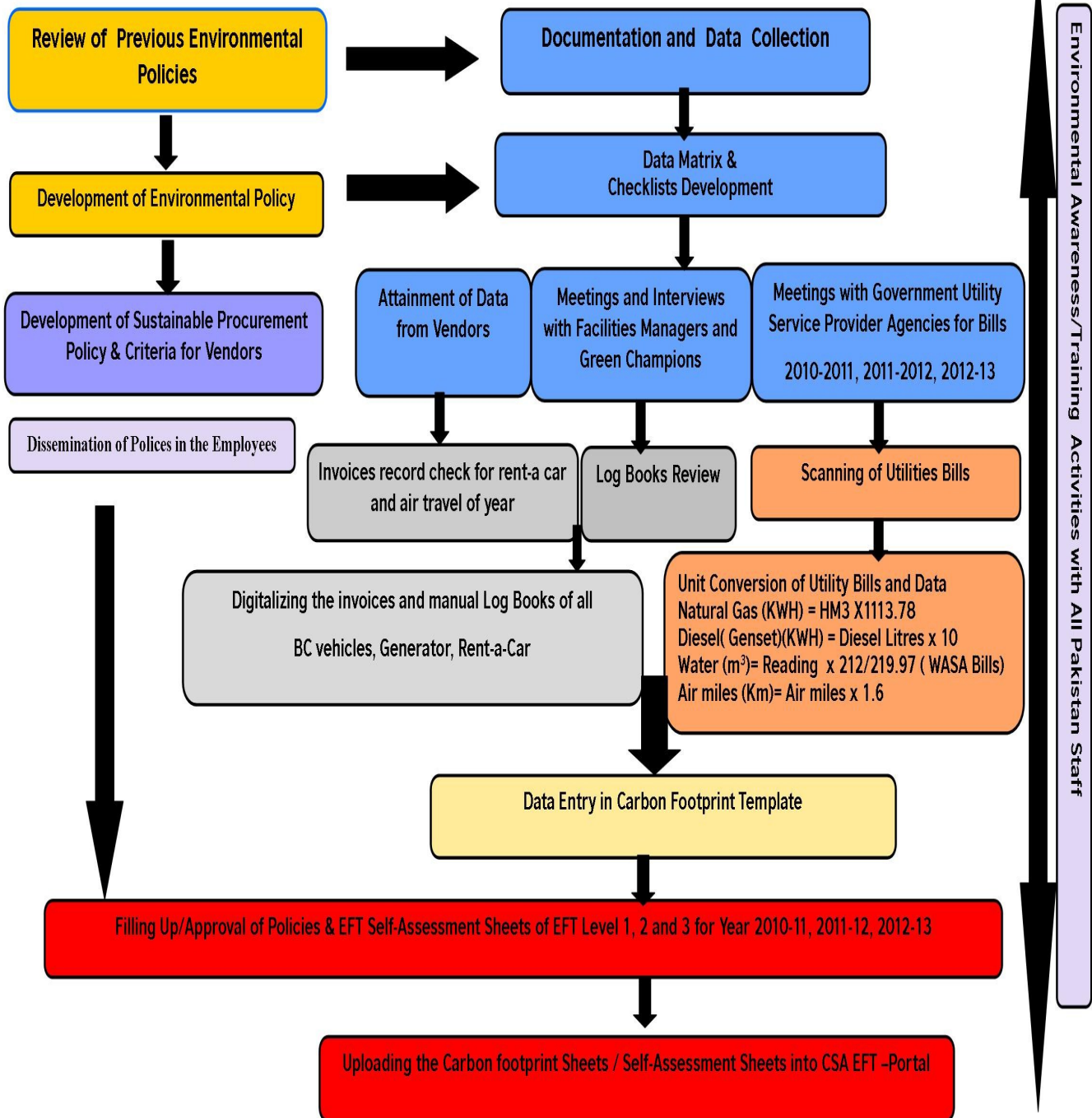


Batteries/  
Phones etc.

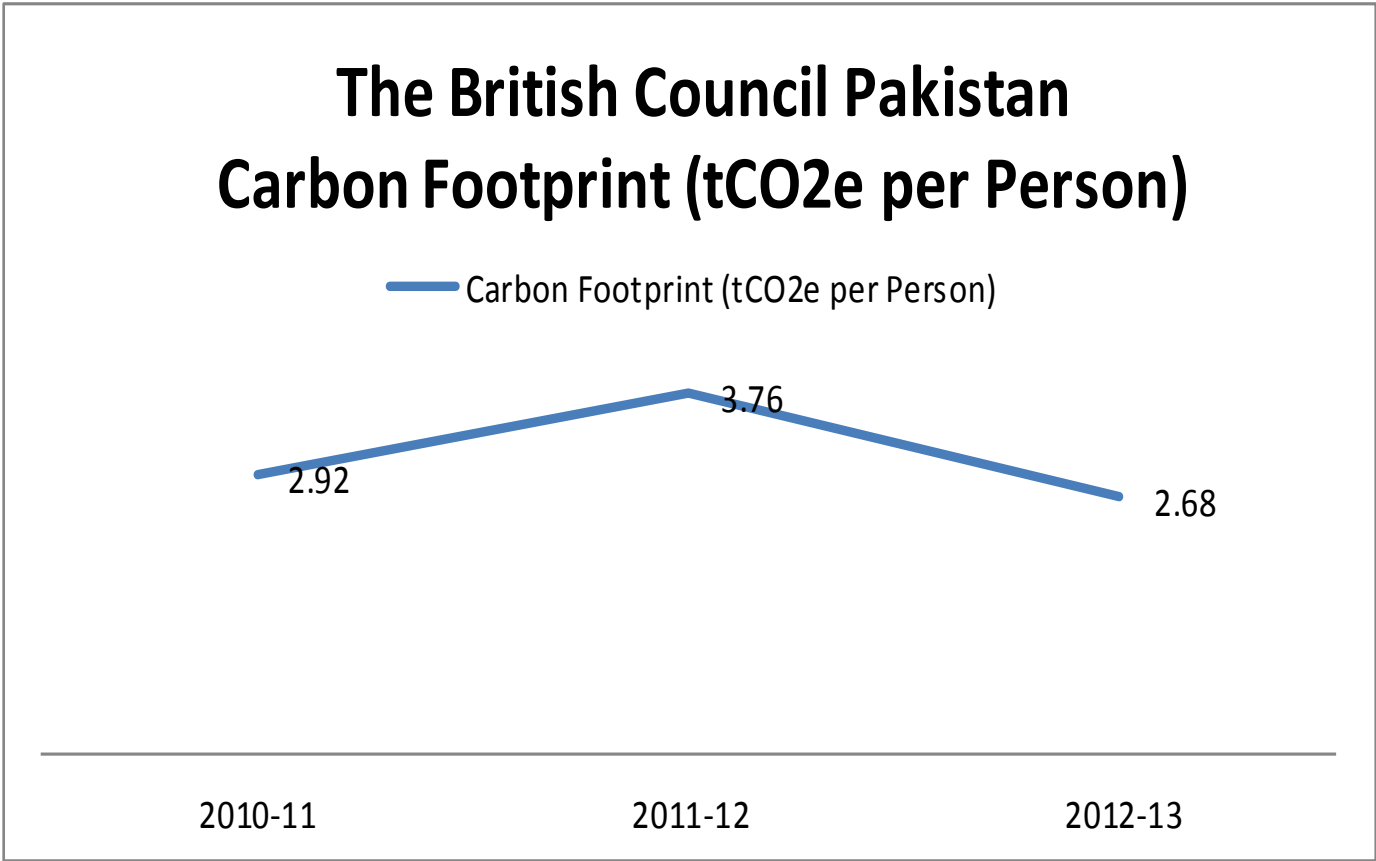


Composting

## Methodology of Implementation of Environmental Framework Tool in the British Council Pakistan

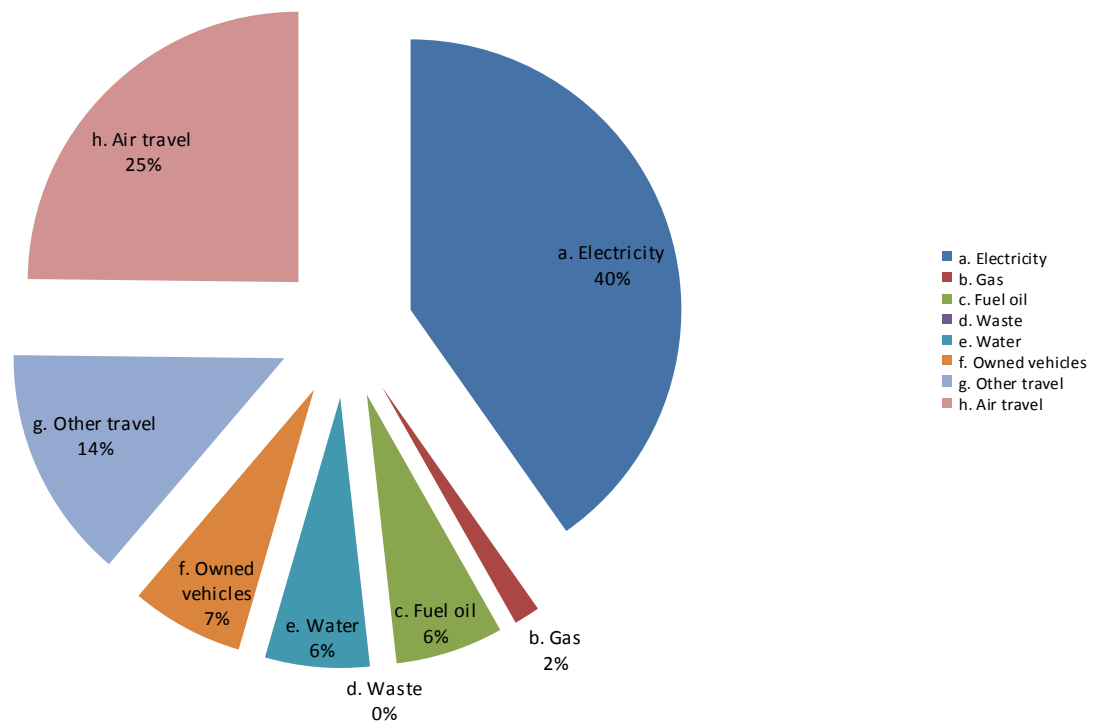


# Carbon Footprint Trend Analysis

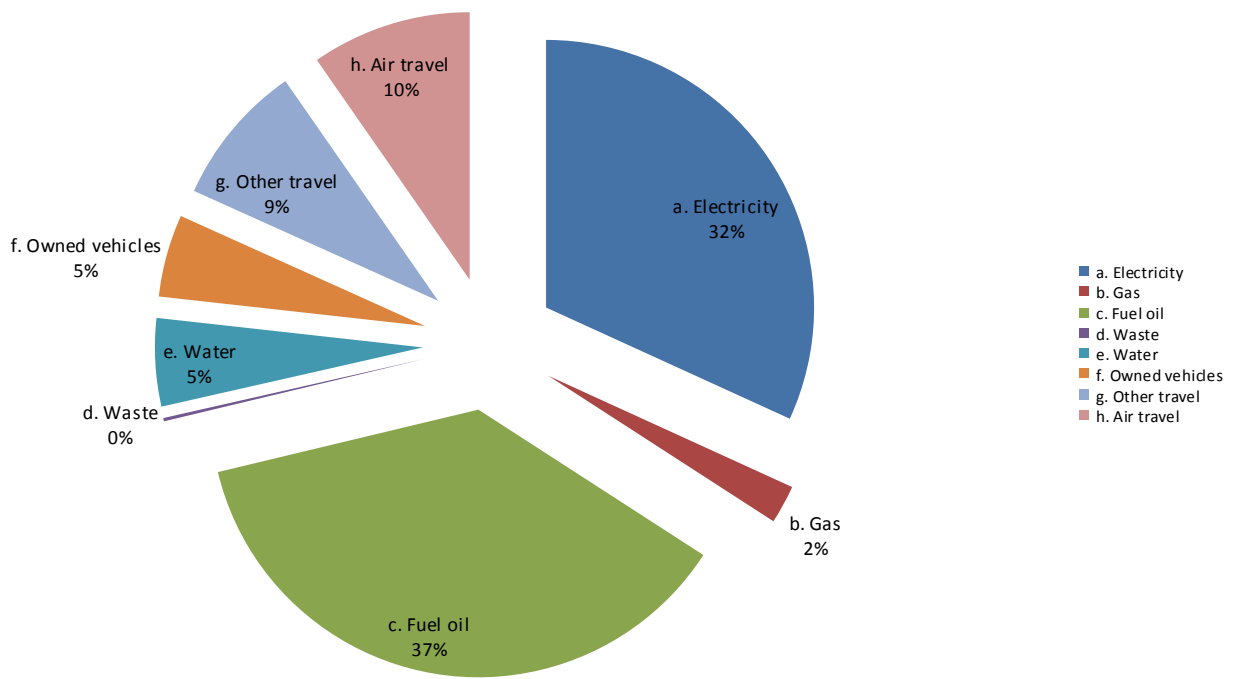




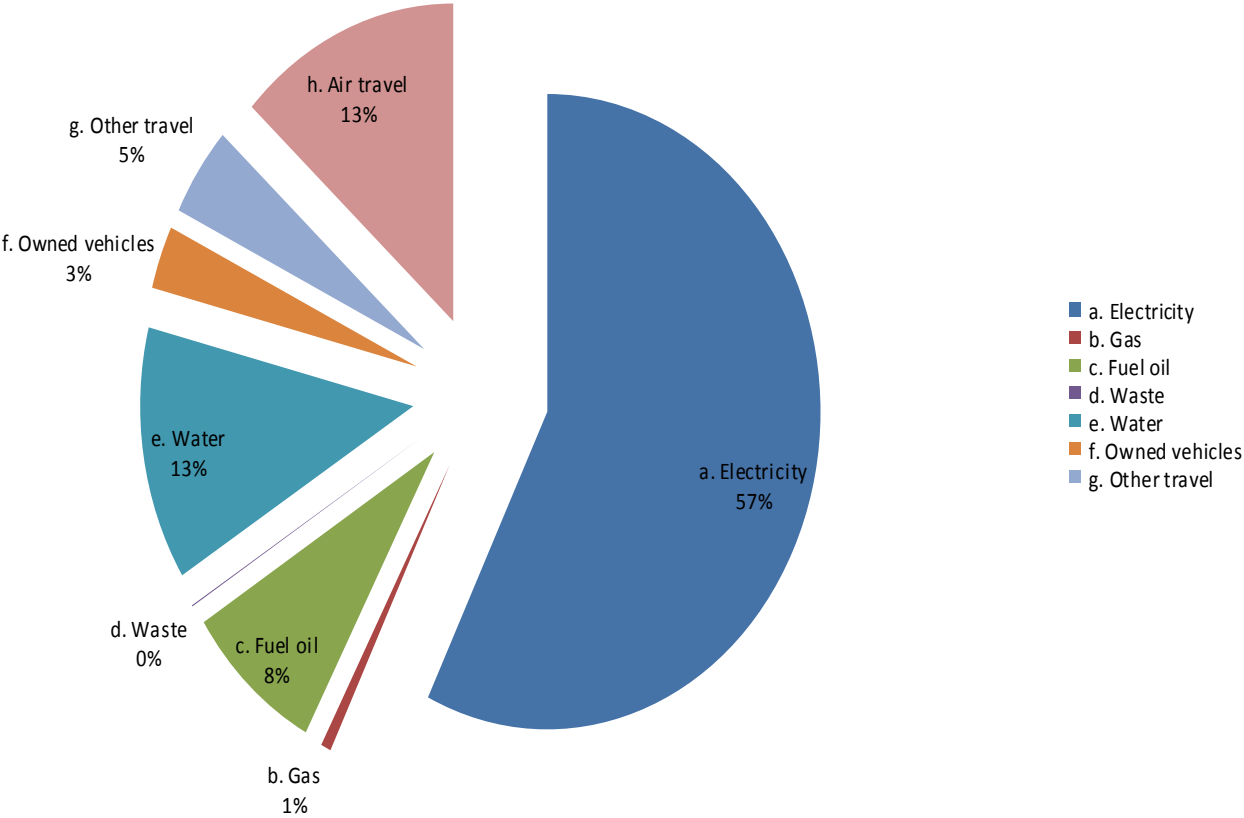
### Region South Asia, Country Pakistan , Carbon Footprint Emission Sources 2010-11



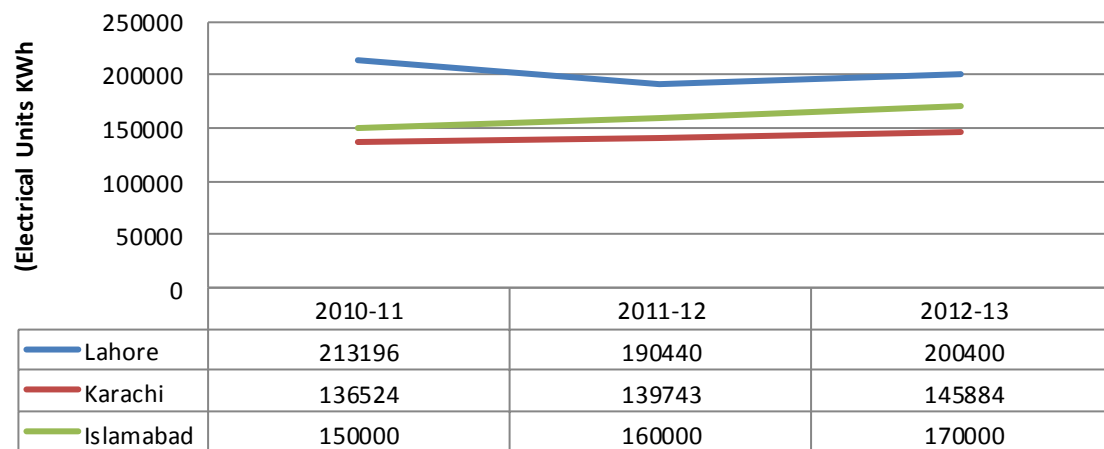
### Region South Asia, Country Pakistan , Carbon Footprint emission Sources 2011-12



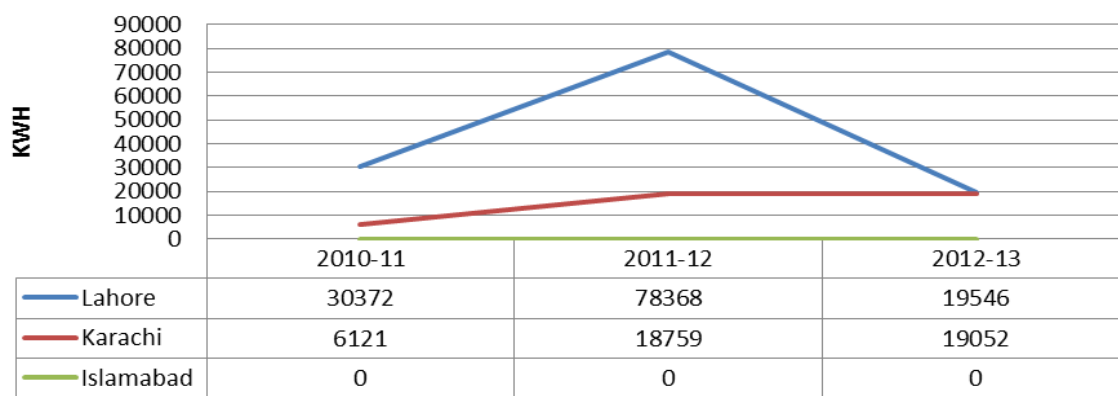
**Region South Asia, Country Pakistan , Carbon Footprint emission  
sources 2012-13**



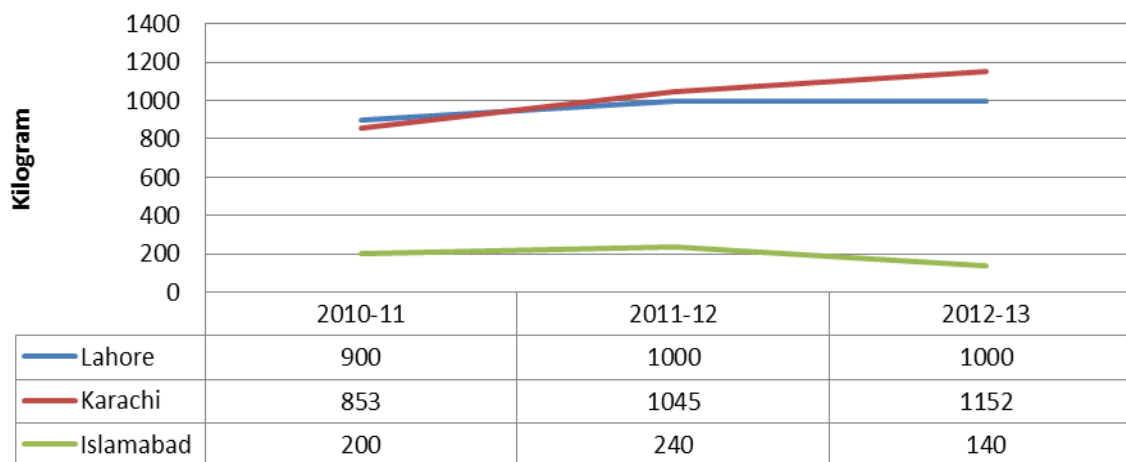
## Electricity Consumption



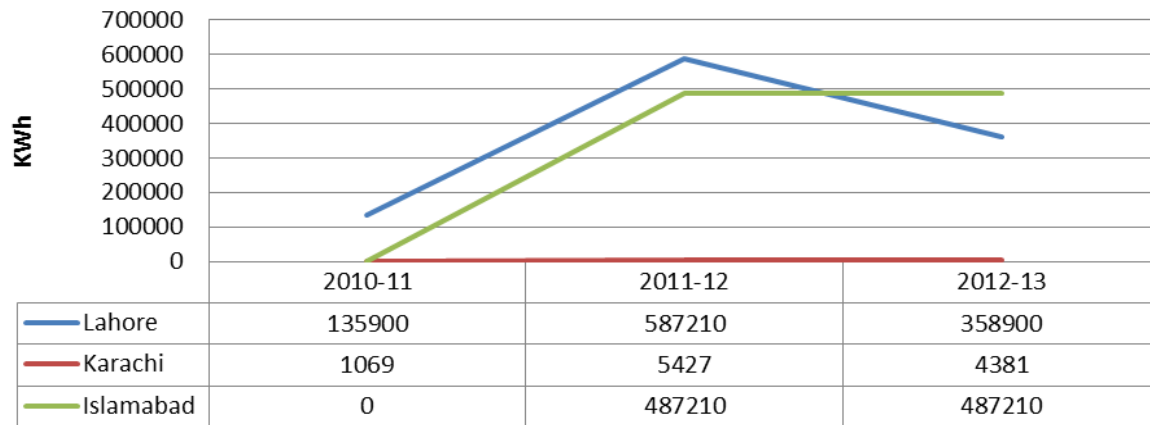
## Natural Gas Consumptions



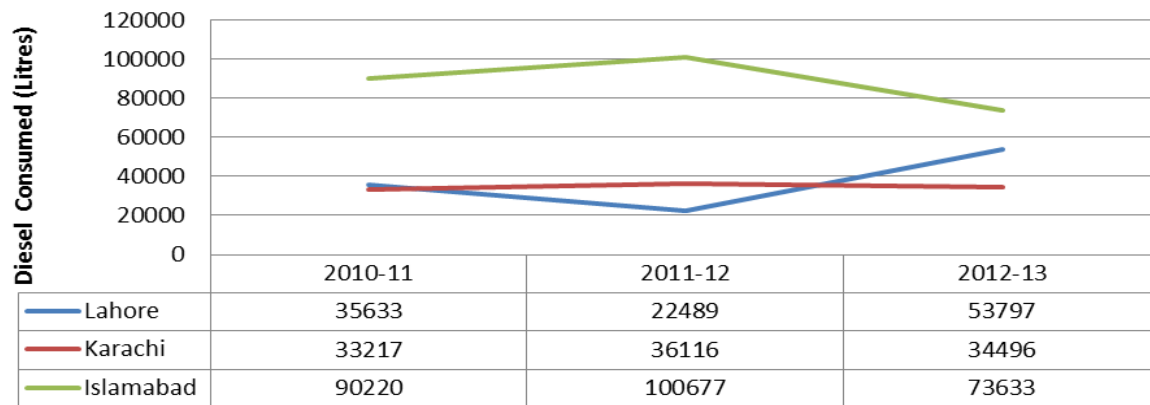
## Solid Waste



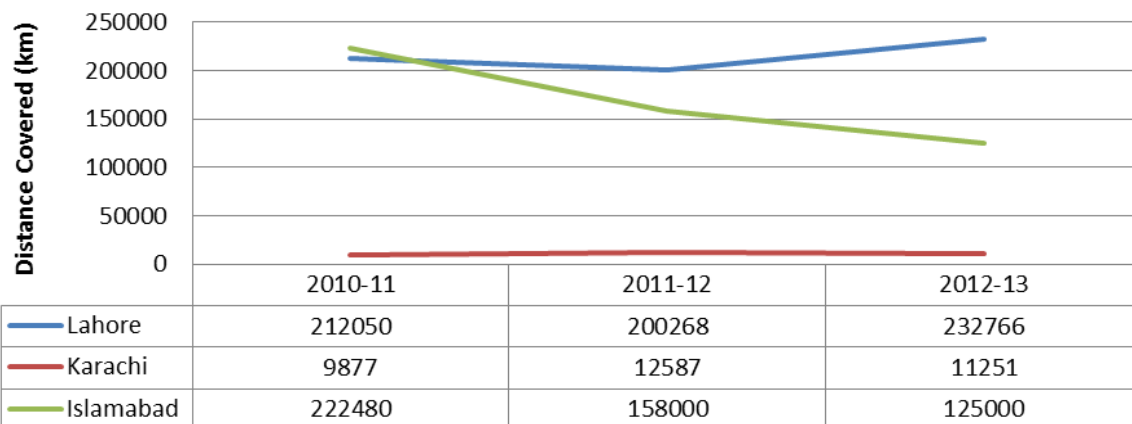
## Gen-Set Fuel Consumption



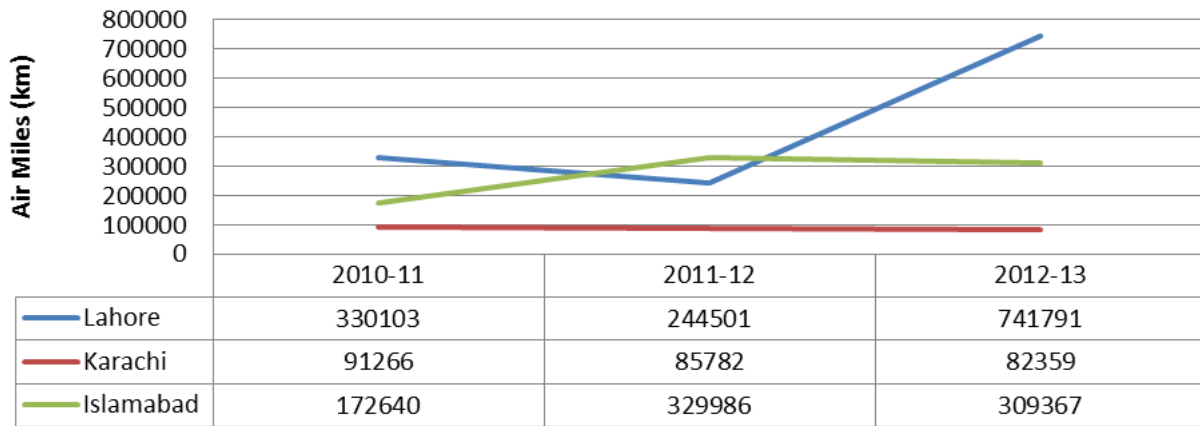
## The British Council Pakistan Owned Vehicles Fuel Consumption



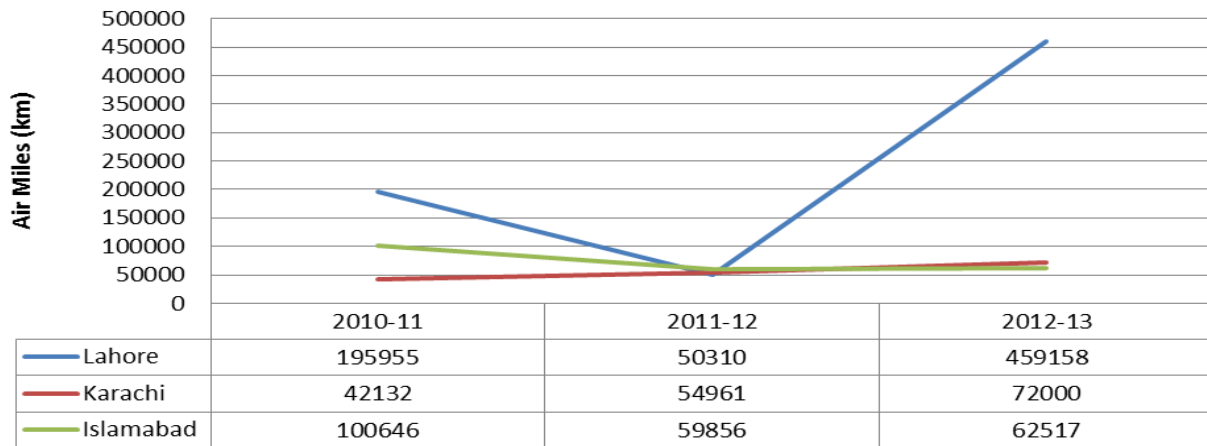
## Rent-a-Car Distance Covered



## Air-Travel (Long Haul)



## Air Travel Short Haul



## Green@Work



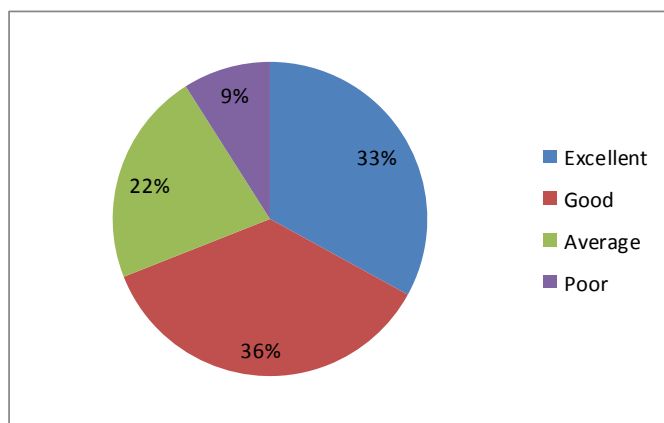


# Environmental Awareness

We have successfully conducted an in-house survey to account and assess the Environmental Perception of the British Council Pakistan on Environmental Framework Tool (EFT). Staff at the British Council showed immense enthusiasm in completion of the survey and gave their feedback with worthy and usable recommendations and suggestions. Following are the results of the survey.

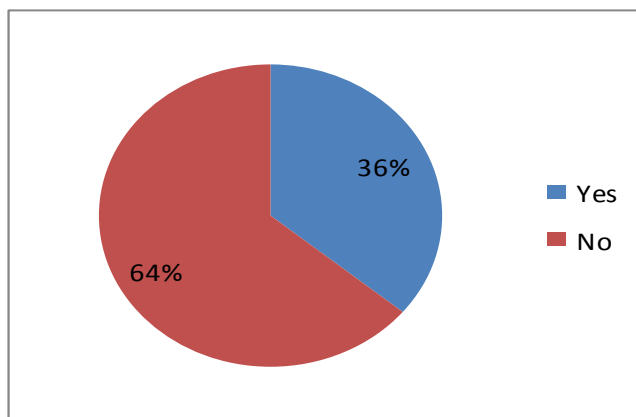
## 1. Implementation of Environmental Framework Tool

Excellent	33%
Good	36%
Average	22%
Poor	9%



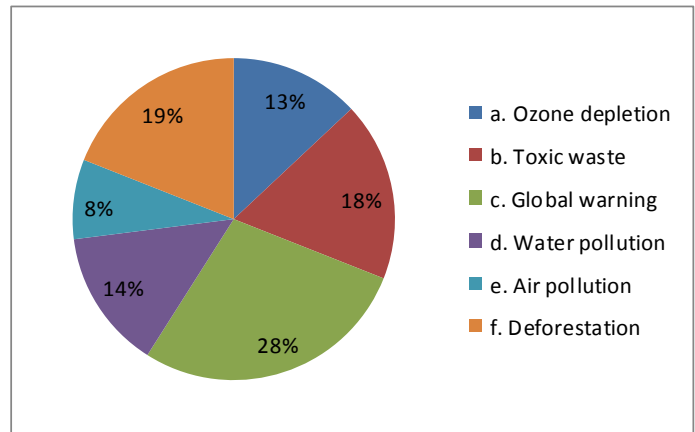
## 2. Information about of Environmental Policy of British Council Pakistan

No,	36%
Yes	64%



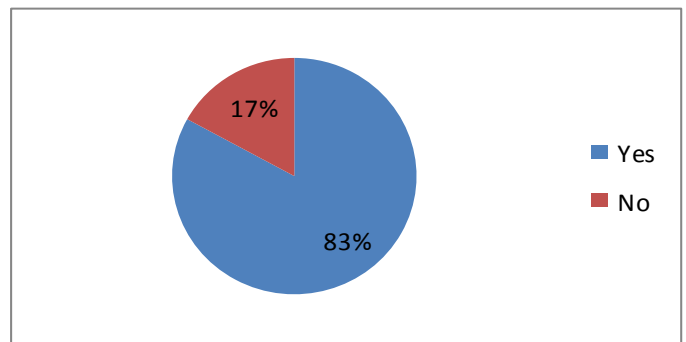
### 3. The Worst Environmental Problem Facing the Planet

a. Ozone depletion	13%
b. Toxic waste	18%
c. Global warming	28%
d. Water pollution	14%
e. Air pollution	8%
f. Deforestation	19%



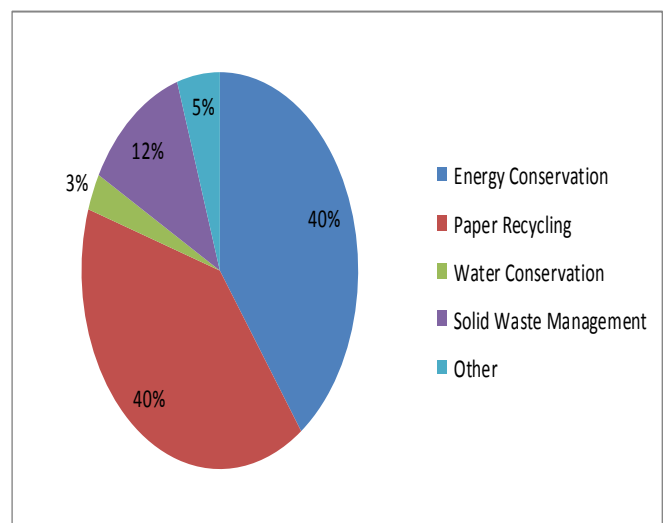
### 4. Switch off the Electrical Appliances:

Yes	83%
No	17%



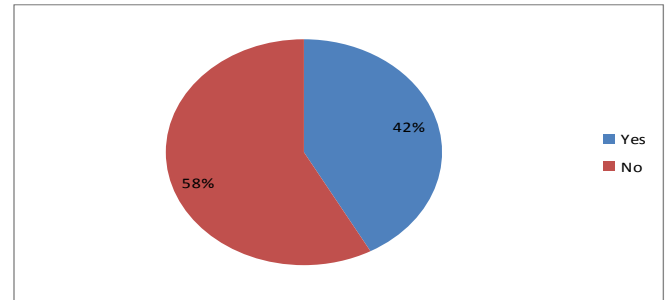
### 5. Best resource conservation and environmental friendly practice observed

Energy Conservation	40%
Paper Recycling	40%
Water Conservation	3%
Solid Waste Management	12%
Other	5%



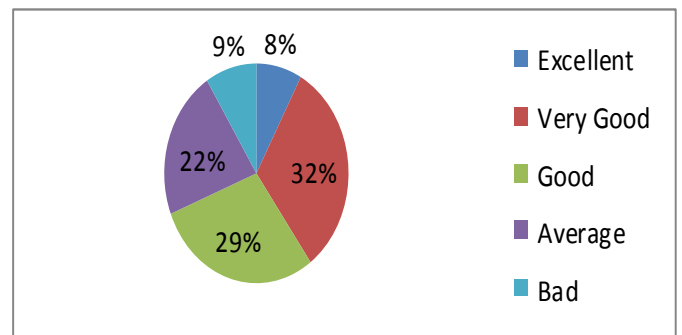
## 6. Awareness of Environmental Laws of Pakistan

Yes	42%
No	58%



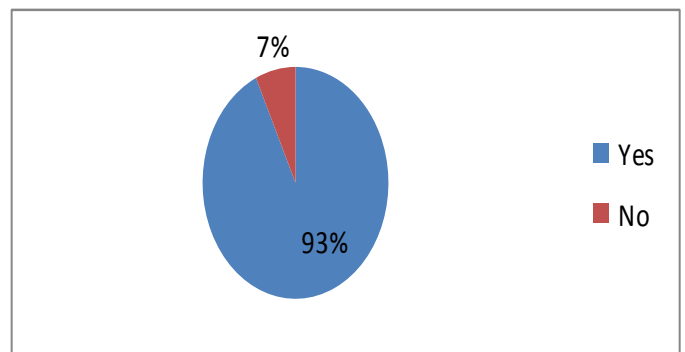
## 7. Rate Environmental Conservation Practices in British Council Pakistan

Excellent	8%
Very Good	32%
Good	29%
Average	22%
Bad	9%



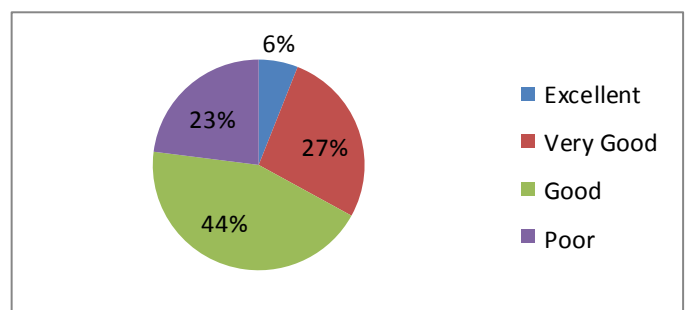
## 8. Willingness to Participate in Environmental Awareness Activities and Trainings

Yes	93%
No	7%



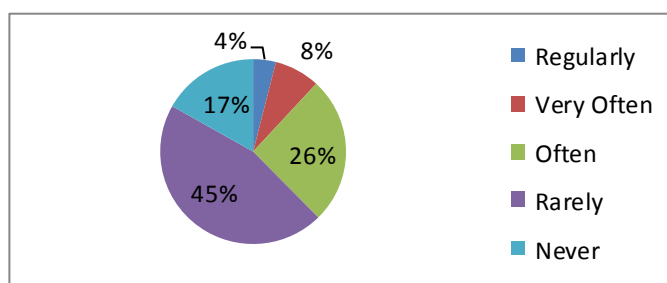
## 9. Knowledge about EFT and its implementation up-till now

Excellent	6%
Very Good	27%
Good	44%
Poor	23%



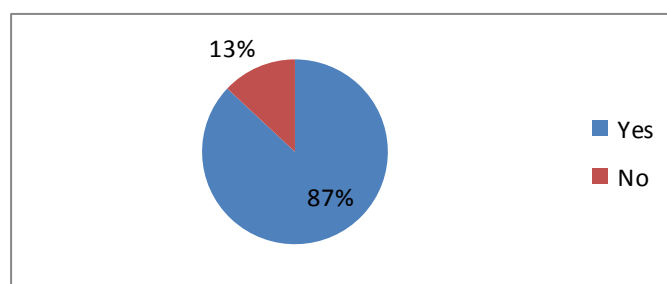
## 10. Frequency of Visits of Country Intranet Green pages

Regularly	4%
Very Often	8%
Often	26%
Rarely	46%
Never	17%



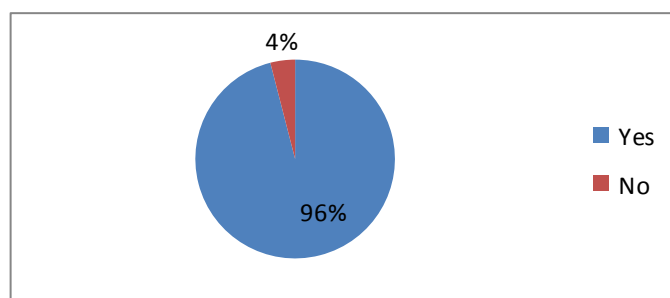
## 11. Encouragement of fellow colleagues to adopt environment friendly measures

Yes	87%
No	13%



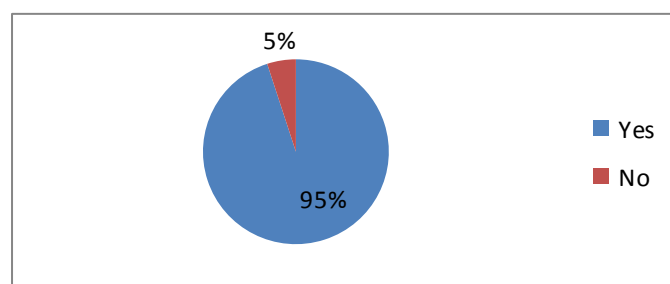
## 12. Promotion of environmental friendly measures like recycling, energy conservation etc at your home

Yes	96%
No	4%



## 13. Efforts to cut down the paper consumption at your end

Yes	95%
No	5%



# Social Action Projects on Environment

Environmentalism is an ideology that evokes the necessity and responsibility of humans to respect, protect, and preserve the natural world from its anthropogenic afflictions. Awareness of climate change and other environmental concerns has increased in the last few decades. However, there is still a lot of work to be done to increase public awareness, particularly in underdeveloped countries like Pakistan.

According to UNEP, environmental awareness campaigns are most successful when targeted to specific groups or populations. Environmental education is very important in the developing world as it is in industrialised nations; however, reaching out to the people in those countries can be very difficult.

Language barriers, illiteracy, and cultural differences can prevent them from learning about environmental issues, particularly in rural or tribal areas. Reaching out to tribal, religious, and community leaders can often help a government organisation or non-governmental organisation (NGO) educate the people on environmental issues. Community leaders can help ease communication problems and bridge the cultural divide that often stands in the way of outreach efforts.

British Council Pakistan under their program of “Active Citizen Pakistan” have lead more than 400 social action projects with over 30,000 beneficiaries on environment / health were conducted in the year 2012-2013. These projects have been on diversified environmental issues like from cleaning streets to planting trees to creating awareness about clean healthy environment etc.

# Way Forward

## In 2014 we will:

- Develop Scrutinised and centralised implemented system for Carbon Footprint in all three offices.
- Develop the Automatic Carbon footprint Display
- Collaborate with government agencies for spreading the environmental message on a massive level
- Develop Environmental Questionnaires for HR induction/ appraisals system
- Develop of Strategic Partnerships with other green organisations like IUCN, WWF etc.
- Develop and Implement Sustainable Travel and Transport Policy
- Develop and Establish of frequency Internal/External Environmental Audits
- Organise awareness and behavior change sessions for green practices in all offices of the British Council Pakistan



## Our Partners



Sr.No	Level 1	2010-11			2011-12			2012-13			Evidence
Ref	Requirements – Level 1 example	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	
1.1	Country Director and EFT Country Co-ordinator commitment and role defined.	√o	o	o	√o	o	o	√o	o	o	Page 4+5
	Environmental management features are included in management meetings.	√o	o	o	√o	o	o	√o	o	o	Page 4+5
1.2	An environmental champion has been appointed	√o	o	o	√o	o	o	√o	o	o	Page 6
1.3	Record kept of all waste generated by British Council activities	√o	o	o	√o	o	o	√o	o	o	Page 10
	Waste areas kept tidy and waste well-contained with no leaks evident.	√o	o	o	√o	o	o	√o	o	o	Page 11
1.4	Environmental policy in place which has been approved by the Country Director	√o	o	o	√o	o	o	√o	o	o	Page 7
	Environmental policy has been communicated to all staff	√o	o	o	√o	o	o	√o	o	o	Page 20 (Section 2)
1.5	List available of in-country environmental legislation	√o	o	o	√o	o	o	√o	o	o	Page 22 (Section 6)
	Evidence that a legal compliance check has been conducted and that non-compliance is recorded	√o	o	o	√o	o	o	√o	o	√o	Page 22 (Section 3)
1.6	Evidence that key environmental sensitivities and issues have been identified.	√o	o	o	√o	o	o	√o	o	o	Page 21 (Section 3)
1.7	Key environmental impacts have been identified and recorded.	√o	o	o	√o	o	o	√o	o	o	Page 21 (Section 4+5)
1.8	Key hazardous storage areas have been identified	√o	o	o	√o	o	o	√o	o	o	Page 10
1.9	Sustainability incorporated into procurement strategy or procedures	√o	o	o	√o	o	o	√o	o	o	Page 8
1.10	Environmental awareness training has been given to staff	√o	o	o	√o	o	o	√o	o	o	Page 19

Sr.No	Level 2	2010-11			2011-12			2012-13			Evidence
Ref	Requirements – Level 2	Yes	No	N/A	Yes	No	N/A	Yes	No	N/A	
2.1	Evidence that staff have been engaged in environmental improvement	√o	o	o	√o	o	o	√o	o	o	Page 20
2.2	Management objectives have been confirmed and an action plan has been written to deliver these	√o	o	o	√o	o	o	√o	o	o	Page 4+5+25
2.3	Evidence that basic energy efficiency measures have been undertaken	√o	o	o	√o	o	o	√o	o	o	Page 21 (Sec 4)
2.4	Waste minimisation and recycling opportunities and constraints have been identified and implemented	√o	o	o	√o	o	o	√o	o	o	Page 10
2.5	Sustainable procurement opportunities when purchasing goods have been explored	√o	o	o	√o	o	o	√o	o	o	Page 8
	Identified opportunities have been taken forward	√o	o	o	√o	o	o	√o	o	o	Page 8
2.6	Office based carbon emissions (i.e. electricity, gas, water) are being measured and recorded	√o	o	o	√o	o	o	√o	o	o	Page 13
2.7	Transport based carbon emissions (i.e. office vehicles) are being measured and recorded	√o	o	o	√o	o	o	√o	o	o	Page 13
2.8	Level 1 achievements have been audited, reviewed and refreshed	√o	o	o	√o	o	o	√o	o	o	Page 13
2.9	Fuel/oil storage areas have been assessed and pollution prevention measures taken	√o	o	o	√o	o	o	√o	o	o	Page 10
2.10	Identify an appropriate British Council project or service and review and record its environmental impact.	√o	o	o	√o	o	o	o	√o	o	Page 24

Sr.No	Level 2	2010-11			2011-12			2012-13			Evi- dence
Ref	Requirements – Level 3	Ye s	No	N/ A	Ye s	No	N/A	Ye s	No	N/A	
3.1	Evidence that information has been collated to calculate carbon emissions	√o	o	o	√o	o	o	√o	o	o	Page 13
	A Carbon footprint on the correct template for this year has been completed to calculate the carbon footprint of British Council operations in your country	√o	o	o	√o	o	o	√o	o	o	Page 13
3.2	Management targets for carbon emissions against a baseline year (09/10) have been confirmed	√o	o	o	√o	o	o	√o	o	o	Page 4+5+6
	An action plan has been written and agreed with senior management	√o	o	o	√o	o	o	√o	o	o	Page 4+5+6+15+25
3.3	Evidence that staff have been made aware of their specific roles in reducing carbon emissions	√o	o	o	√o	o	o	√o	o	o	Page 11 ( Survey Results)
3.4	Evidence that a formal approach to monitoring environmental performance has been introduced	√o	o	o	√o	o	o	√o	o	o	Page 12
3.5	Evidence that stakeholders have been encouraged to improve their environmental performance	√o	o	o	√o	o	o	√o	o	o	Page 26
3.6	Level 2 achievements have been audited, reviewed and refreshed	√o	o	o	√o	o	o	√o	o	o	Page 13
3.7	Evidence that alternative methods of transport have been identified to reduce the environmental impact of staff travel to and from work	√o	o	o	√o	o	o	√o	o	o	Page 11
	Evidence that these have been communicated to staff	√o	o	o	√o	o	o	√o	o	o	Page 11
3.8	Environmental and social considerations have been integrated into one relevant service contract	√o	o	o	√o	o	o	√o	o	o	Page 8

Sr.No	Level 3	2010-11			2011-12			2012-13			Evi- dence
Ref	Requirements – Level 3	Ye s	No	N/ A	Ye s	No	N/A	Ye s	No	N/A	
3.9	Evidence that schemes have been implemented to re-use / recycle three additional waste streams	√o	o	o	√o	o	o	√o	o	o	Page 9
	Opportunities to minimise water use have been identified	√o	o	o	√o	o	o	√o	o	o	Page 16
3.10	These opportunities have been documented in an action plan and agreed by senior management	√o	o	o	√o	o	o	√o	o	o	Page 4+5+27

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**Thank You**

**Mehak Masood**

**EFT– Consultant Pakistan**