

STATEMENT OF POLICY AND PROCEDURE

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Subject: **ENVIRONMENTAL** | Sec 2, 1S

Reviewed: NEW | Revised: NEW | **Effective: 2022/03/04**

SECTION 2 – 1.S

ENVIRONMENTAL

Purpose

1. Northern Lights Library System (NLLS) is committed to protecting the environment to share the beauty of the natural world with our communities both now, and for generations to come. This Environmental Policy is intended to be a working document, as NLLS will continually strive to improve, as industry practices and technologies advance.

Legislation and Certification

2. NLLS is committed to complying with pertinent environmental legislation and regulations and will strive to follow industry best practices.

Environmental Committee

3. NLLS will form a staff Environmental Committee (EC), which will be responsible for creating a sustainability plan and reviewing the said plan periodically to track progress and adapt it to changing circumstances.
4. The EC may take on other projects as directed by administration or the Board.
5. The EC will be composed of at least four (4) members.
6. Members shall be chosen by the Director annually on the first Monday of December.
7. The EC shall meet a minimum of four times annually.
8. NLLS employees, not on the EC, shall be welcome to provide feedback and suggestions.
9. The EC shall be encouraged to work with other NLLS groups to increase employee participation.

Sustainability Plan

10. The EC shall create a 3-year sustainability plan to be approved by the Executive Director.
11. The EC shall, at a minimum, review the Environmental Policy and the Sustainability Plan annually.
12. Any changes made to the Environmental Sustainability Plan will be communicated to employees by email, and by posting the plan to a known shared folder or site for future reference.

Sustainable Procedures

13. The EC shall create, and the Director approve/implement daily sustainability procedures based on current NLLS resources and communicate them to the staff.

Replacement, Repairs and Upgrades

14. When purchasing replacement vehicles, NLLS shall consider alternative energy options.
15. When replacing equipment, NLLS shall consider high efficiency and eco-friendly options.
16. When planning for repairs and upgrades to the building, NLLS shall consider whether a change could be made to improve efficiency, reduce waste, or lower emissions.

NLLS Executive Board Chair

March 4, 2022

