

## **Assemblies of the Member States of WIPO**

**Forty-Eighth Series of Meetings  
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### **PROGRESS REPORT ON THE CARBON NEUTRALITY PROJECT**

*prepared by the Secretariat*

#### **INTRODUCTION**

1. The purpose of this document is to present to the Assemblies of the Member States of WIPO (“the Assemblies”) a progress report on the Carbon Neutrality Project (the “Project”) covering the period since the previous report on the Project was presented to the General Assembly of the Member States of WIPO, on the occasion of its 38<sup>th</sup> session held from September 22 to October 1, 2009 (document WO/GA/38/11).

#### **PROJECT MANAGEMENT STRUCTURE AND RESOURCES**

2. It is recalled that the project management structure established in the Spring of 2009 relies on a Main Working Group and several Subsidiary Working Groups on the following main topics: premises, buildings and workplaces; IT initiatives; mobility incentives (on commuting from home to work); official travel; and raising environmental awareness (which now covers also matters relating to cafeterias, catering and vending machines). The Groups organize their work independently depending on the availability of their respective members, including the Project Manager.
3. The personnel resources available to the Project are all on the basis of a voluntary participation, with the authorization of their respective supervisors, as a “green contribution” of all WIPO programs—as well as of those of UPOV—to the Project, noting that one staff member has been assigned specifically to the Project, on a part-time basis, as “Project Assistant”. Some members have a “technical” capacity in the sense that they represent the administrative unit particularly concerned or responsible for the subject matter. Other members have a “non-technical” capacity in the sense that they have a particular knowledge or interest in a subject matter. All Groups combined, there is today

a total of about 35 staff members from WIPO and two from UPOV. The Groups organize their work independently depending on the availability of their respective members.

4. Between July 2009 and March 2010, the Project benefitted from two interns (one full-time for 6 weeks in July and August 2009 who handled most of the UN GHG Calculator for UNEP; and one part-time from October 2009 to March 2010 who organized all the mobility days held in March 2010, established a WIPO network of numerous environmental local entities and associations, and prepared a number of awareness material and assisted several Subsidiary Working Groups in their respective tasks). In order to continue outstanding actions on awareness and mobility issues, and to benefit from the work done and contacts established since 2009, an "off-site" SSA contract has been concluded with the second of these former interns.

#### **STATUS OF IMPLEMENTATION OF SELECTED MEASURES**

5. As of June 2010, 45 initiatives are at various stages of discussion, assessment, review, validation, proposal from Subsidiary Groups to the Main Group, or implementation. Out of those 45 initiatives, 24 are at the preparation or study phase, while 10 are being assessed and validated by the responsible WIPO sectors and 11 are in the course of being deployed throughout the Organization.
6. Six of these 11 initiatives have been fully implemented: WIPO book exchange; mugs in the cafeterias (to reduce use of paper or plastic cups); replacement of all defective water reducers; automatic watering combined with sensor in the WIPO gardens; "eco-font" for certain internal correspondence; Project Intranet page (see paragraph 10 for further details on the latter).
7. Furthermore, as of the beginning of July, the catering company under contract for the WIPO cafeterias and the Carbon Neutrality Project management launched a joint initiative to remove from both cafeterias all disposable plastic items (cups, plates, cutlery and bags) and to replace them with biodegradable, compostable and/or recyclable items in paper. In addition, WIPO purchased additional glassware to replace all plastic cups used in the cafeterias.

#### **INTERNAL AND EXTERNAL COMMUNICATION**

8. Members of the Groups have participated in several discussions or initiatives, including through web-based sessions as focal points for the Environment Management Group (EMG) or Issue Management Group (IMG), under frameworks such as the United Nations Environment Program (UNEP), Sustainable United Nations Unit (SUN) Management, etc., the most recent one having been on the occasion of the World Environment Day, on Place des Nations where WIPO had a stand which received hundreds of visitors throughout the day, many of whom, in particular children, participated in composing two paintings of which the colored background had been prepared by our former colleague, Mr. Carlos Mayorga. These two paintings will be displayed in a publicly accessible location in the premises, together with an explanation of their making.
9. On the occasion of a first series of "Information Days" on alternatives to use of individual cars, which took place in March over six days, not only a few hundreds of colleagues visited the stands in the lobby of the PCT Building and tried various models of electric bikes on display, but also numerous visitors from neighboring organizations and offices stopped by on their way in or out of the PCT cafeteria.

## FUTURE WORK

10. At the end of June 2010, the Project Intranet page was launched with a view to giving more visibility to the Project internally and raising staff awareness on various environmental issues as they are discussed and implemented throughout the Organization. Furthermore, the Intranet page has become a means of informing staff about initiatives taken by other UN Organizations or other entities, as well as the particular external initiatives that WIPO has or will join.
11. The assessment of "where do we stand" in order to establish baselines has been ongoing in respect of several matters. Firstly, in respect of emissions caused by buildings and official travel, the compilation of the 2009 data is ongoing within the framework of the "UN Greenhouse Gas Calculator", the first version of which was submitted for the 2008 data for the purposes of the meeting of the United Nations Framework on Climate Change (UNFCCC) in Copenhagen in December 2009. Secondly, inventories have started in various other subjects, such as certain IT equipment, office supplies, etc. (see also examples given in the above paragraphs).
12. Future work under the Project will be integrated within the framework of WIPO's Strategic Realignment Program, as environmental issues are included under the value "Environmental, Social and Governance Responsibility".

*13. The Assemblies of the Member States of WIPO and of the Unions administered by it are invited to take note of the present document.*

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