

**HIGHLANDS AND ISLANDS AIRPORTS LIMITED**  
**ENVIRONMENTAL MANAGEMENT PROGRAMMES – 2006/2007**  
**ENERGY**

<b>OBJECTIVE</b> (Greening Government Policy)	<b>TARGET</b> (HIA wide)	<b>METHOD OF ACHIEVEMENT</b>
<ul style="list-style-type: none"> <li>• USE ENERGY EFFICIENTLY TO MINIMISE GREENHOUSE GAS EMISSIONS</li> </ul>	<ul style="list-style-type: none"> <li>• Establish an accurate baseline figure for energy consumption in Kwatt hours per head (then CO<sub>2</sub>) by 1 Nov 2006.</li> <li>• To establish a reduction target on 1 Nov 2006 to be no less than 5% but reliant on baseline figure</li> <li>• To start a major campaign on energy efficiency</li> </ul>	<ul style="list-style-type: none"> <li>• Check bills and make relevant calculations</li> <li>• Analysis of baseline data</li> <li>• Review of energy using operations</li> <li>• Staff awareness sessions</li> <li>• Poster, advertising and switch off campaign</li> <li>• Review of energy saving appliances</li> <li>• Re-lamping with low energy bulbs where appropriate</li> <li>• Metering exercise for all office appliances to establish high energy using equipment</li> </ul>

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**ENVIRONMENTAL MANAGEMENT PROGRAMMES – 2006/2007**  
**RESOURCE USE - WASTE**

<b>OBJECTIVE</b> (Greening Government Policy)	<b>TARGET</b> (HIA wide)	<b>METHOD OF ACHIEVEMENT</b>
<ul style="list-style-type: none"> <li>• USE RESOURCES MORE EFFICIENTLY</li> </ul>	<ul style="list-style-type: none"> <li>• Establish our baseline use of paper (reams per head) by 1 Sept 2006.</li> <li>• Set a reduction target by 1 Sept 2006</li>   <li>• Establish baseline use of toner cartridges (per head) by 1 Sept</li> <li>• Set reduction target by 1 Sept</li> </ul>	<ul style="list-style-type: none"> <li>• Collect figures from purchasing</li> <li>• Do necessary calculations</li> <li>• Start campaign to save paper including               <ul style="list-style-type: none"> <li>- double sided printing by default</li> <li>- using single sided for note pads</li> <li>- more electronic storage of documentation</li> <li>- campaign to reduce e-mail printouts</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• MINIMISE WASTE BY REDUCTION, REUSE, REPAIR AND RECYCLING METHODS</li> </ul>	<ul style="list-style-type: none"> <li>• Establish by 1 Oct 2006 an accurate baseline figure for various fractions of waste materials generated within Airport buildings and offices e.g. paper, tin, plastics, glass, food waste, cardboard</li>   <li>• Establish pilot waste segregation scheme for offices from 1 Oct 2006</li> </ul>	<ul style="list-style-type: none"> <li>• Questionnaire to all staff</li> <li>• Liaise with waste contractors</li>   <li>• Establish labelled and/or colour coded bin system</li> <li>• Establish appropriate areas for storage and handling</li> <li>• Liaison with appropriate contractors for pick-up and final disposal</li> </ul>

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ENVIRONMENTAL MANAGEMENT PROGRAMME – 2006/2007**

**TRAVEL**

<p style="text-align: center;"><b>OBJECTIVE</b> (Greening Government Policy)</p>	<p style="text-align: center;"><b>TARGET</b> (HIA wide)</p>	<p style="text-align: center;"><b>METHOD OF ACHIEVEMENT</b></p>
<ul style="list-style-type: none"> <li>• TO ADOPT MORE SUSTAINABLE MODES OF TRANSPORT</li> </ul>	<ul style="list-style-type: none"> <li>• Establish current transport usage by staff by 1 Sept 2006</li>   <li>• Establish an “ethos” of the adoption of more sustainable forms of travel by staff from 1 Sept 2006</li> <li>• Provide information to staff and visitors on accessible public transport to all airports by 1 Dec 2006</li>   <li>• Explore current use of video conferencing and investigate possible increase in usage by 1 Sept 2006</li> </ul>	<ul style="list-style-type: none"> <li>• Issue questionnaire to all staff</li> <li>• Assess results</li>   <li>• Update the “how to find us” details on web site and in e-mailed version and promote public transport where possible</li> <li>• Promote car sharing</li> <li>• Promote more walking and use of bicycles (where appropriate)</li> </ul>

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SPECIFIC PARTS OF THE ENVIRONMENT**

<b>OBJECTIVE</b> (Greening Government Policy)	<b>TARGET</b> (HIA wide)	<b>METHOD OF ACHIEVEMENT</b>
<ul style="list-style-type: none"> <li>• TO CONSERVE AND ENHANCE BIODIVERSITY</li> </ul>	<ul style="list-style-type: none"> <li>• To determine ways in which we can conserve and enhance biodiversity by 1 October 2006</li> </ul>	<ul style="list-style-type: none"> <li>• Raise awareness about biodiversity in general (start Sept 2006)</li> <li>• Organise lunchtime seminars with the Biodiversity Officers from the local Councils within the areas where our airports are located starting with Highland Council for Inverness Airport by end of October 2006.</li> </ul>