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Environmental Impact Statement 2012

This is a yearly document detailing the environmental impact of the tel-Lingua operations; it will detail the following;

- Legal implications
- Main natural resources used
- Main waste product
- Existing policies for reducing impact on environment
- Areas to improve

Legal implications

After research the only legal structure impacting on the industry tel-Lingua operates in is the disposal and recycling of IT equipment. It is however, in all of the countries where we hold an office, the legal responsibility of the supplier of the IT equipment to offer a free service to take back old equipment.

DELL operate a well-run program call reconnect that recycles their and other makes of IT equipment. [1]

Resources Used

Water

Office	Employees	Annual Consumption	M3/Per employee/Year
US	2	15.29	7.645
Switzerland	1	2.760	2.760
Cyprus	3	22.61	7.536

All figures are converted to Cubic meters of water for ease of calculation.

The baseline for an office building in the US is set at 25gallons per person per day [2]. Using a 220 day working year, that is 20.81 cubic meters.

The UK baseline broken into size office and is significantly lower at 4.4 [3] cubic meters per employee per year. However the UK would not need extensive air-conditioning a major factor in water usage.

Both the US and Cyprus office are approx. 7.5 M^3 which is lower than the US national average. This is accounted for by the small size of the office, no urinals and no contract cleaning etc.

It is higher than the UK average, however both the US and Cyprus offices are air-conditioned as they both have high temperatures through a large proportion of the year.

Switzerland is low as there is not air-conditioning and is a serviced office.

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Electricity
The electricity usage is incorporated within the carbon emission report.

Paper
We are using a benchmark of 10,000 sheets of paper per year. Reams are used as a measurement, i.e. 500 pages to a ream. Therefore we are using 20 reams as an average.

Office	Employees	Usage	Average
USA	2	55	27.5
Switzerland	1	6	6.0
Cyprus	3	110	36.6

Both Cyprus and the US are higher than the average; this is accounted for as both offices print software manuals for clients.

CD's
In the US office approx. 3000 cd/dvd's were sent to the CD recycling centre of America.

In the Cyprus office approx. 2500 cd/dvd's were sent to the UK to be recycled.

No disks were need to be recycled in the Swiss office.

NOTE: This was the first disk clean out that has happened in some time for both the Cyprus and US operation. The high number is accounted for by old software cd/dvd's, especially the Microsoft MSDN subscription.

Most of the software is now downloaded and can be installed without ever having touched a DVD. The real benchmark will come next year when there can be a real comparison

Hard Drives
In the period 6 hard drives were sent to the GreenDot e-waste recycling centre in San Antonio.

IT hardware
During the period 2 redundant DEL OptiPlex workstations were recycled into the DELL reconnect program and taken to drop off stations in Austin Texas

Policies implemented for reducing impact on the environment

Carbon policy

A carbon emissions policy has been developed and implementedin 2011. The first Yearly Carbon Statement has been produced and the Carbon footprint was calculated at 100.804t used of which is 33.770t is offset giving an effective footprint of 67.034.

Recycling policy

A recycling policy has been developed and implemented from 2011. The first Yearly Recycling Statement has been produced detailing the volume of recycling achieved in 2012.

Areas to improve

It is suggested that policies are developed for the following areas to further reduce the impact on the environment

- Reduce the total amount of water used.
- Purchasing of recycled paper and ink cartridges.
- Reduce the need to print as many client manuals.
- Reduction in the need to have software on CD/DVD.
- Research into sourcing electricity from renewable sources.

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References

1. http://content.dell.com/us/en/corp/d/corp-comm/us-goodwill-reconnect.aspx
2. http://portal.ncdenr.org/c/document_library/get_file?uuid=e1edb738-7cc3-4d04-85ae-e12cb5e7d57d&groupId=38322
3. http://www.green-office.org.uk/audit.php?goingto=factsheet5

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