

# **Marine Employees' Commission**



## **Sustainable Practices Plan**

**Updated August 2006**

# Sustainable Practices Plan

## 2005-2007

### 1. Agency Contact Information

**Agency Name:** Marine Employees' Commission  
**Agency Number:** 408  
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### 2. Sustainability Policy Statement

The Marine Employees' Commission (MEC) is committed to protect the health and safety of its employees, reduce the Commission's adverse impact on the environment, support local communities and contribute to a healthy Washington economy. The MEC is committed to fulfilling its responsibilities under Executive Order 2-03 and will strive to model the principles of sustainability in its operations.

### 3. Plan Overview

This plan is to affirm the Marine Employees' Commission's (MEC's) commitment to sustainable practices. The MEC adopted its sustainable practices policy in May 2003.

### 4. Objectives and Performance Measurements

#### A. Fleets and Transportation

The MEC has no fleets. All the current commissioners and staff use mass transit or carpooling to get to official functions in Seattle and its environs.

MEC's '05-'07 plan personal vehicle mileage target is 3,950 miles.

#### B. Purchase of Goods and Services

MEC's '05-'07 plan is to continue purchasing and using environmentally friendly products when available. This would include highest possible recycled content paper, chlorine-free paper, and environmentally friendly office supplies.

More than 50% of all purchased materials will be non-toxic, recycled and remanufactured materials.

#### C. Facility Construction, Operations, and Maintenance

The MEC has no construction, operation, or maintenance of buildings and facilities, nor does the MEC do cleaning of its facility. The MEC will continue its present practice of recycling materials and careful water and energy use in everyday operations.

## **D. Waste Management and Organics Recycling**

The MEC will continue to recycle all office paper.

## **E. Communication and Education**

The MEC will continue its encouragement to employees to follow the MEC's workplace safety policy and to use sustainable practices in the workplace by:

- ◆ Publicizing the agency's written sustainability policy
- ◆ Follow written procedures to ensure plan objectives are implemented
- ◆ Post reminders in strategic locations; change frequently to keep messages fresh
- ◆ Provide all new employees with a copy of the agency's sustainability plan

## **5. Long Range Goals (Year 2025)**

### **Fleets and Transportation**

The MEC has no fleets. Employees are encouraged to use mass transit or carpooling.

MEC's long range plan is to reduce personal vehicle mileage to 3,000 miles or less per year.

### **Purchase of Goods and Services**

All major purchases will be reviewed for compliance with the agency's plan. MEC's long range plan is to reduce paper consumption 1% per year.

### **Facility Construction, Operation, and Maintenance**

Not applicable.

### **Waste Management and Organics Recycling**

All paper products will be reused and recycled by 2025.

### **Communications and Education**

MEC will continue its encouragement to employees to follow the MEC's workplace safety policy and to use sustainable practices in the workplace by:

- ◆ Publicizing the agency's written sustainability policy
- ◆ Follow written procedures to ensure plan objectives are implemented
- ◆ Post reminders in strategic locations; change frequently to keep messages fresh
- ◆ Provide all new employees with a copy of the agency's sustainability plan

The agency's management team will review progress in meeting sustainability objectives following the long-term goals outlined in the Executive Order annually at the September Management Team meeting.

# POLICY

See also: **Exec. Order 02-03**                      **Approved by: /s/ John D. Nelson, Chairman**  
**MEC Sustainable Practices Plan**

*POL-1            VALUING SUSTAINABLE PRACTICES*

This policy is adopted to affirm the Marine Employees' Commission's (MEC's) commitment to sustainable practices.

The Marine Employees' Commission (MEC) is committed to protect the health and safety of its employees, reduce the Commission's adverse impact on the environment, support local communities and contribute to a healthy Washington economy. The MEC is committed to fulfilling its responsibilities under Executive Order 02-03 and will strive to model the principles of sustainability in its operations.

The MEC will consider the impact of its operations in the following areas:

**Health and safety programs**

The MEC will continue its encouragement to employees to follow the MEC's workplace safety policy and to use sustainable practices in the workplace.

**Construction, maintenance and operation of buildings and facilities, including building materials, recycling, cleaning products, and water and energy use**

While the MEC has no construction, maintenance, or operation of buildings and facilities, nor does it do cleaning of its facility, the MEC will continue its present practice of recycling materials and careful water and energy use.

**Fleets and transportation, including opportunities for the use of efficient, low-polluting vehicles such as hybrid or bio-diesel**

The MEC has no fleets, but when vehicles are used, carpooling is encouraged whenever possible. Bus use and bicycle riding are also encouraged whenever possible.

**Procurement, including the use of environmentally friendly products**

The MEC will continue its current practice of purchasing and using environmentally friendly products whenever possible.

The MEC will provide all new employees with a copy of the agency's sustainability plan and will emphasize that sustainability is an agency value.

An annual progress report will be submitted by the Administrative Assistant in October of each year describing the agency's progress in meeting its sustainability objectives and in following the long-term goals outlined in the Executive Order.