



ACTION PLAN – ALL SECTORS

LEVEL 1

MOBILITY

Mandatory Action:

- I promote sustainable mobility solutions to my teams

Voluntary Actions:

- I reward the use of sustainable mobility solutions by my teams
- If I buy a new or used professional vehicle, I choose an electric or hybrid model
- I set up telecommuting
- I set up staggered working hours

WASTE

Mandatory Actions:

- I set up selective waste sorting on my premises and train my teams in the right sorting actions
- I ask the cleaning company to use ecological and biodegradable cleaning products

Voluntary Actions:

- I dematerialize the documentation
- I reduce the total number of printers and the amount of print-outs as well
- I use recycled paper for all my printed materials



- I replace plastic bottles and cups with a system of water fountains and reusable bottles

ENERGY

Mandatory Actions:

- I switch electrical appliances off and I make sure they are not left on standby at night and on weekends
- I roll out a first phase of LED lighting on my premises

Voluntary Actions:

- I set up variable flow ventilation / air conditioning
- I generalize LED lighting to all of my premises
- I replace single glazing with double or triple glazing
- Eco-resident bonus action: I respond to occupant surveys in the event of an energy audit of my building
- Eco-owner bonus action: I install or I vote for renewable energy installation projects (heat pumps, solar panels, etc.)

LEVEL 2

MOBILITY

Mandatory Actions:

- I make videoconference meetings my preferred solution to limit travels
- I make at least one low carbon transport option available to my team for professional purposes (e.g. public transport card, MonaBike membership, corporate bike share system, Mobeer membership, company electric car)



Voluntary Actions:

- I pay for part or all of my staff's public transport subscription
- I pay out a bonus to employees who wish to purchase a bicycle or an electric / hybrid vehicle
- I favor local businesses for my purchases of goods, equipment and services, in order to reduce travel impact

WASTE

Mandatory Actions:

- I install a cigarette butts collector at the entrance of my building and I educate my employees on how dangerous it is to throw their butts in the street or in sewers
- I set up a system of bottles / water jugs, reusable glasses and dishwashers for visitors and meetings
- If I have my waste processed outside of Monaco, I prepare my files for cross-border waste transfers
- If I have a canteen or a company restaurant, I initiate a food waste reduction initiative

Voluntary Actions:

- I have an assessment of my waste production done and I identify the first reduction actions at source
- I provide my teams with reusable containers and cutlery and a dishwasher to reduce disposable take-out packaging



ENERGY

Mandatory Actions:

- In offices and common areas, I set energy-saving temperature guidelines (19 ° C in winter / 26 ° C in summer)

Voluntary Actions:

- I use timers, movement detectors, and clocks to automate the switching off of the lights
- I replace dilapidated doors and windows for better insulating solutions
- I extend the lifespan of my objects and equipment as much as possible
- I make my employees aware of digital eco-gestures

MULTI-IMPACT

Voluntary Actions:

- I invite my teams to sign the Pact for Individuals
- If I have a canteen or a company restaurant, I favor local and seasonal fruits and vegetables, and offer vegetarian options on my menu