



## Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

# Green Generation



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Energy Efficiency and Sustainability Solutions

Member since February 2012

## Management and Leadership

### Environmental Policy Statement

*“This Sustainable Office Policy Guide is developed to provide GreenGen staff with the ability to embrace best-in-class environmental values, leading to a more sustainable office environment that serves as a guiding light for ourselves and our clients. In order to assist GreenGen in integrating sustainable practices into their day-to-day ethos and support the existing sustainability progress, this guide details simple processes to increase the energy efficiency of GreenGen’s offices; develop sustainable procurement practices; develop waste management procedures; and facilitate sustained behavioral change that support Green Generation Solutions’ values.”*

### Environmental Team

*From one’s first day at GreenGen, our entire staff embraces an ongoing daily mission promoting environmental values and integrating sustainable practices into the services we provide to our clients, procurement, waste management, and day-to-day operations.*

### Annual Environmental Goals

*GreenGen has many quantifiable energy management initiatives. The first is an IT policy regarding power savings modes on computers, monitors, and printers. GreenGen also has all its office lights retrofitted to LEDs that are on occupancy sensors, which saves as much as 60% on energy consumption. We also prioritize lower carbon transportation options across our entire global team.*



### **Environmentally Preferable Products and Services**

*Green Generation, LLC is an award-winning global ESG leader assisting the world's leading investors with executing net-zero carbon strategies to drive financial outcomes and decarbonize their assets. Our unique approach to integrating energy, capital markets, real estate, and technology on a global basis helps us support our clients across diverse asset portfolios. We believe that investing in climate is profitable, and we can help our clients meet their sustainability goals while creating both financial and climate outcomes.*

*GreenGen optimizes client profitability by implementing customized, enterprise-wide energy solutions. GreenGen engineers and implements integrated energy solutions aimed to improve the profitability of our client's facilities and their operations. It our belief that every business can be more profitable by making energy decisions backed by comprehensive analysis, collaborative planning, and on-going measurement of results. At GreenGen, we offer a wide array of services, which include high efficiency lighting retrofits, HVAC optimization, building commissioning, building envelope assessments, procurement, CHP system development and "smart building" systems, and dashboard integrations, as well as on- and off-site renewable energy systems.*



### **Environmentally Preferable Purchasing**

*GreenGen strives to purchase and use environmentally friendly products. Recognizing that taking responsibility for our purchasing practices is essential to our environmental future, we hold our office and staff to the following purchasing standards.*

- ▶ *All paper products are made from at least 30% post-consumer recycled paper*
- ▶ *Copier/printer uses paper that is FSC certified and endorsed by the Rainforest Alliance*
- ▶ *When remodeling, low VOC-emitting adhesives, sealants, and paint are used, contributing to improved indoor air quality*
- ▶ *Carpeting and furniture made from recycled content and certified for indoor air quality standards, contributing to improved indoor air quality*
- ▶ *Bottled water is prohibited; filtered water is provided from an energy-efficient cooler*
- ▶ *Compostable cups made from corn for water consumption for staff and guests*
- ▶ *Biodegradable utensils; plates, napkins, cups all made from post-consumer recycled materials*
- ▶ *Biodegradable and non-toxic cleaning supplies*
- ▶ *Rechargeable batteries used for all users' wireless equipment*
- ▶ *Whenever possible, purchase recycled or environmentally friendly office products*

- *When possible, procure materials and services from local businesses*
- *Repurposed gym lockers used as storage space for employees*

**Environmental Restoration or Community Environmental Projects**

*GreenGen participates in community project that recycles, refurbishes, or safely disposes of outdated or inoperative computers, cell phones, televisions, and other electronic devices, ensuring that the devices are handled in a way that doesn't compromise sensitive information or impact the local environment.*

**Waste**

**Solid Waste Reduction and Reuse**

*GreenGen's mission is continually to reduce our waste while recycling and reusing in every possible aspect of our practice. We have implemented the following polices and hold all GreenGen staff members to a very high standard of responsibility with regard to waste reduction.*

- *Most forms, letters, and invoices are sent electronically, unless it is necessary to print for signature*
- *Shipping and packing materials are saved and reused whenever possible*
- *Mugs and utensils should be used in office for staff in lieu of disposable materials*
- *Efficient printing and copying:*
  - *Avoiding printing whenever possible; materials are never printed or copied unless absolutely necessary; everything is scanned and referred to in electronic format.*
  - *Most correspondence is done by email, and all outgoing emails ask recipients to consider the environment before printing emails*
  - *All printed materials use paper with minimum 30% post-consumer recycled content*
  - *Default copy/print settings for all users set to duplex*
  - *Circulating single copies for office distribution rather than making multiple copies*
  - *Faxing from desktop to minimize unnecessary printing*
  - *Employee manuals, reference documents, and similar materials are circulated electronically, rather than distributing print copies*

**Recycling**

- *Anything that can be recycled is recycled; there are multiple containers throughout the office for paper and commingled recycled items; cardboard boxes are broken down and recycled.*

- ▶ A shredding bin is located by the printer for wastepaper, which is then recycled; we anticipate that 300-500 lbs of paper per year will be recycled in this manner.
- ▶ The landlord's janitorial staff is trained and supervised to comply with our recycling/reuse policy
- ▶ Old electronic equipment is sent to Montgomery County for recycling, refurbishing, or safe disposal

## Energy

### Energy Efficiency

At GreenGen, energy conservation is a priority. Our aim is to minimize energy whenever possible. We have reduced our carbon footprint significantly by doing so and aim to reduce it further. We require all staff members to observe and follow the policies listed below.

- ▶ Refrigerator, copier, and other appliances are Energy Star® rated; refrigerator is set to 36-40°F
- ▶ All computer monitors are flat panel
- ▶ All lights are turned off when not in use. Lights are kept off when possible during business hours as panoramic windows in the office are an excellent source of light.
- ▶ Air conditioning units are new and have been optimized for efficiency
- ▶ All computers except servers are turned off every evening
- ▶ Installation of wireless plugload controls. These controllers track energy consumption and control resistive loads and are used to eliminate power consumption from phantom loads. These loads are now automatically turned off on weeknights from 7 pm to 9 am and on weekends. The impact of these policies and systems on kWh consumption and the associated environmental benefits are provided here:

Quantified Results of Power Management Strategy					
Type of Devices Controlled	Quantity Controlled	Average Watts when "on"	Average Watts when in power saving mode	Average Reduction in "on" Operating Hours Per Week	Annual kWh Saved
Computer Monitor	9	30	2	118	1546
Docking Station/Laptop	9	20	3	118	939
Printer	2	200	5	118	2393
				Total Annual kWh Saved	4878

Quantified Results of Plugload Management Strategy				
Type of Devices Controlled	Quantity Controlled	Average night and weekend Watts	Average Operating Hours Per Week Saved	Annual kWh Saved
Computer Monitor	2	2	118	25
Docking Station	2	3	118	37
Cell Phone Charger	2	3	118	37
Desk Phone	1	4	118	25
Printer	1	5	118	31
			Total Annual kWh Saved	153

Carbon Impact of Plugload Management Strategy				
Annual kWh Saved	lbs CO2	lbs CH4	lbs NO2	Total lbs CO2e Saved
5,032	6,877	0.13	0.10	32,866
Pollution Reduction Impact of Plugload Management Strategy				
Annual kWh Saved	lbs Sulfur Dioxide	lbs Nitrogen Oxide	lbs Mercury	
5,032	25.12	9.40	0.000145	

## Transportation

### Employee Commute

*At GreenGen, we instill environmental responsibility as a corporate value. Our goal is to educate and encourage our staff and clients to be aware of their obligation to mitigate our business impact on the environment. As part of this mission, we provide environmentally friendly transportation options to our staff members and hold them to a high standard of environmental responsibility by taking the following steps:*

- ▶ *The company CEO drives an electric car*
- ▶ *Bicycle racks are offered in the parking garage of our building; if an employee would like to bring their bicycle in the office for added security, we provide storage space in the office*
- ▶ *Metro rail station is ½ mile away from our building; free commuter shuttle stops at our building – GreenGen subsidizes SmartBenefits for employees*

**Efficient Business Travel**

- ▶ *GreenGen has invested in a Zoom teleconferencing suite that allows us to confer with our clients, share materials, and conduct virtual meetings, saving thousands of travel dollars and reducing many thousands of travel miles.*
- ▶ *While on business travel, we endeavor to book environmentally friendly hotels within walking distance of the meeting location to eliminate the need for transportation*
- ▶ *Employees take the train, bus, or subway when feasible instead of a rental car when traveling on business. If it is necessary to rent a car, staff asks rental agency if they offer hybrids and other high-mileage vehicles.*

***Profile Updated April 2022***



*Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.*

*Learn more at [green.maryland.gov](http://green.maryland.gov)*

