

## **Environmental Policy**

The White Plains Public Library is committed to reducing its environmental footprint and promoting environmental stewardship at all levels of our organization. The goal is to minimize our organization's impact and maximize future generations' ability to live, work, and play in our shared natural environment, with equal access to clean air, clean water, and natural resources.

We will strive to minimize pollution and waste, conserve energy and water, protect habitat, support renewable energy resources, buy environmentally friendly products, and encourage environmentally preferable transportation.

These efforts will extend to contractor and supplier relationships. We will encourage contractors and suppliers serving or otherwise acting on behalf of the organization to meet our standards of environmental performance.

Employee understanding and involvement are essential to the implementation of this environmental policy. All employees will receive a copy of this policy and be educated about the Library's efforts to improve our environmental performance. Employees at all levels of the organization will be involved in supporting our goals.

### **Environmental Policy: Action Steps**

In renovations, and when replacing library furniture or equipment, we will prioritize sustainability by observing the following guidelines:

- Continue to evaluate new green energy sources for our building as the technology evolves.
- Install efficient WaterSense products and fixtures where possible.
- Prioritize low- or no-VOC materials for building supplies, fixtures, furniture, carpet, and products used during construction.
- Offer good-condition materials for reuse locally.

We will prioritize the purchase of equipment and technology that are EnergyStar and EPEAT (Electronic Product Environmental Assessment Tool) certified.

We commit to energy efficient lighting and technology in our building in order to reduce the amount of energy we use.

We will purchase office products made of recycled materials when possible. We will work with vendors and staff to reduce the amount of paper and packaging we consume. We will purchase cleaning supplies that are safe for people and the environment. We commit to reducing waste and reuse materials as a first option before recycling.

We will recycle materials responsibly by providing clearly labeled recycling bins convenient to staff and patrons. We will work together to carry out proper recycling practices.

When traveling for work, employees will take public transportation whenever possible. When renting a car is necessary, employees will request fuel-efficient (hybrid, E85, hydrogen fuel cell) rental vehicles.