



ENVIRONMENTAL STATEMENT OF THE OFFICE FOR HARMONIZATION IN THE INTERNAL MARKET

2007



OFFICE FOR HARMONIZATION IN THE INTERNAL MARKET
(OHIM)

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1 Introduction

The Office for Harmonization in the Internal Market (OHIM) is the European agency responsible for managing the registration systems for Community trade marks and designs.

Since it was set up in 1994, the OHIM has been located in the Spanish city of Alicante, where, in April 1996, it saw the introduction of the Community trade mark system and, seven years later, in April 2003, that of the Community design system. Almost a quarter of a million undertakings in around 200 countries have applied to register more than 600 000 Community trade marks and more than 250 000 Community designs.

A Community trade mark is a sign capable of identifying the commercial origin of the goods or services of an undertaking in the European Union, and a design consists of the outward appearance of the product itself. Undertakings from anywhere in the world can obtain protection for their trade marks and designs throughout the whole of the European Union by making a single application to the OHIM.

Through its website, the OHIM offers a wide range of web-based services, including electronic filing and payment, search engines and personalised access for regular users, intended to make the agency more open and accessible to users. In this way, OHIM aims to become a genuine electronic office with time and geographical location being irrelevant for its users.



There is a high degree of awareness of and involvement with the environment and management issues in general at all levels of the organisation and this commitment is being put into action through the implementation of an Environmental Management System under the EMAS Directive, which allows the organisation's environmental performance to be evaluated and improved upon and relevant information relating to its environmental management to



be provided to the public and other interested parties.

1.1. Description of the OHIM's setting

The building which houses the OHIM's headquarters, known as AE4, is located at Avenida de Europa, 4 in the Agua Amarga area of Alicante. Construction of the building started in 1998, at a time when the decision to base the OHIM in Spain had already been taken and it was being housed in several different buildings across Alicante. The idea was to bring all the services together under one roof. The building is an exempt construction, situated only a few metres from the sea, and comprises six floors above ground level and three basement floors, although due to the sloping ground the basement floors are accessible from the exterior on the south side.

The land on which the OHIM is built is designated as a tertiary zone, and is owned in its entirety by the undertaking.





1.2. Description of the facilities

The building comprises nine floors (six floors + three basement floors) having a total constructed floor area of 39 462 m².



The building consists of the following facilities:

- Offices
- Meeting rooms
- Conference rooms
- Car parks
- Kitchen
- Gymnasium
- Medical service
- Self-service restaurant and cafeteria



2 The OHIM Environmental Management System

The key to incorporating the environmental element into the management of the OHIM is to devise and introduce an Environmental Management System in accordance with UNE-EN ISO 14001:2004 and the Community Eco-Management and Audit Regulation (Regulation (EC) No 761/2001 of the European Parliament and of the Council of 19 March 2001 allowing voluntary participation by organisations in a Community Eco-Management and Audit Scheme (EMAS), and Commission Regulation (EC) No 196/2006 of 3 February 2006 amending Annex 1 to Regulation No 761/2001 to take account of the European Standard EN ISO 14001:2004, and repealing Decision 97/265/EC), with the aim of tailoring the OHIM's commitment to continued improvements in its activities and services.

The scope of the Management System is limited to the facilities located at Avenida de Europa in Alicante and to the following activities:

“The promotion and management of Community trade marks and designs”.

2.1 Policy of the Integrated Management System

The current Environment Policy approved by the OHIM is as follows:

The OHIM has decided, in response both to the growing need to preserve and improve the environment, and to the calls for its protection made by an increasingly environmentally aware and concerned society, that the activity that constitutes its primary object and the activities that complement this should be performed in a way that has the least possible negative impact on the environment in general and on its own surroundings.

For this reason, an environmental management system is to be introduced, in line with the EMAS Regulation, under which the OHIM will:

- ◇ Comply with current legislation on the environment, and other requirements regarding the environment to which the organisation subscribes, endeavouring to adopt as soon as possible any measures, changes and modifications required as a result.*

- ◇ Identify all the direct and indirect environmental aspects of the activity and services offered at present, focusing on those that are deemed to have a significant impact.*



- ◇ *Try to ensure that natural resources and raw materials are used in the most efficient manner.*

- ◇ *Honour the principle of pollution prevention at its premises, incorporating those environmental criteria that correspond to its sphere of activity.*

- ◇ *Set up programmes to ensure dynamic and constant improvements in its environmental performance, introducing appropriate methodology and practices enabling environmental objectives and goals to be defined regularly and their compliance assessed.*

- ◇ *Review and audit the environmental management system introduced to ensure it is fully complied with, in line with the principle of continuous improvement.*

Cooperate with the authorities, and with clients, suppliers or any other interested person or organisation, in a desire to be transparent in its environmental performance and foster an awareness of environmental protection.

Ensure that all employees are familiar with this environmental policy, that their training needs in this field are identified and adequately met, and that all staff are able to put forward suggestions.

The OHIM will make its annually updated and validated environmental statement available to the public.



2.2 Structure and management of the system

The documentary structure of the Environmental Management System at the OHIM consists of:



Fichas de Proceso [Process Sheets] are the protocols which describe the systems established within the OHIM to meet the requirements of the relevant standard, ISO 14001. They are as follows:

- FP-01; CONTROL OF DOCUMENTS AND RECORDS
- FP-02; IDENTIFICATION OF LEGAL REQUIREMENTS
- FP-03; IDENTIFICATION AND EVALUATION OF ENVIRONMENTAL ASPECTS
- FP-04; ENVIRONMENTAL COMMUNICATIONS
- FP-05; OPERATIONAL CONTROL AND RELATED MONITORING
 - -I-05-01 INSTRUCTION ON INTERNAL MANAGEMENT OF WASTE
 - -I-05-02 INSTRUCTION ON EXTERNAL MANAGEMENT OF WASTE
 - -I-05-03 INSTRUCTION ON CONSUMPTION CONTROL
 - -I-05-04 INSTRUCTION ON CONTRACTORS
- FP-06; EMERGENCY PLAN
- FP-07; TRAINING AND AWARENESS
- FP-08; IMPROVEMENT: NON-CONFORMITIES, CORRECTIVE ACTION AND PREVENTIVE ACTION
- FP-09; INTERNAL AUDIT
- FP-10; MANAGEMENT REVIEW



The OHIM has a staff of around 700 people, distributed over 12 departments:

1. Boards of Appeal
 - First Board of Appeal
 - Second Board of Appeal
 - Third Board of Appeal
 - Fourth Board of Appeal
 - Fifth Board of Appeal
 - Registry
 - Documentation and Support Service
2. Department for Industrial Property Policy
3. Designs Department
4. Finance Department
5. General Affairs and External Relations Department
6. Human Resources Department
7. Information Technologies and Facilities Management Department
 - Asset and Performance Management Service
 - Facilities Management Service
 - Information Technologies Development Service
 - Information Technologies Infrastructure and Operations Service
8. Quality Management Department
 - Service 1
 - Service 2
9. Trade Marks and Cancellation Department
 - Service 1
 - Service 2
 - Service 3
 - Service 4
 - Data Reception, Capture and Distribution Service
10. Trade Marks and Register Department
 - Service 1
 - Service 2
 - Service 3
 - Service 4
 - Register and Related Databases Service
11. Industrial Property Litigation Unit
12. Internal Auditor

The System is managed by the Information Technologies and Facilities Management Department, with the Director of the Department having authority to approve documentation and the Head of the Facilities Management Service and staff to whom such tasks may be delegated performing the functions of document preparation, coordination, operational control and follow-up and control during the development and implementation of the system.



3 Environmental aspects and the environmental performance of the OHIM

3.1 Environmental aspects

The environmental aspects identified in the activities of the OHIM are linked to the different environmental categories, namely consumption, emissions, noise, discharges and waste.

Current environmental aspects, which may be *direct* (defined as aspects arising out of the activities, processes and services of the undertaking in normal and abnormal operating conditions) or *indirect* (defined as aspects arising as a result of the activities, products or services which may have significant environmental impacts and over which the undertaking does not have full management control). Potential environmental aspects are identified by examining the facilities, activities, products and services, including maintenance activities, within the scope of the System in order to identify, for each area or specific activity, the aspect arising, its type and quantity.

These current and potential aspects are evaluated using objective and verifiable criteria.

The criteria used are:



CURRENT ASPECTS	DIRECT ASPECTS	Nature	Level of toxicity or hazard of the aspect based on its characteristics or components.
		Magnitude	Amount or extent of the environmental aspect.
		Frequency or Duration	Evaluates the duration of the activity which gives rise to the aspect
		Effect on the environment	Evaluates the susceptibility or sensitivity of the environment in which the aspect arises.
	INDIRECT ASPECTS	Environmental Performance	Based on the level of commitment and environmental management of contractors and suppliers.
		Frequency	Number of times the aspect could arise based on the frequency with which the activities giving rise to it are carried out.
POTENTIAL ASPECTS	Probability	Probability of situations arising where there is a risk of environmental accidents.	
	Severity	Consequences of the accident.	

Accordingly, the following are aspects identified as part of the environmental management of the OHIM, indicating those which were found to be significant as a result of evaluation according to the foregoing criteria.

Direct aspects

- Paper consumption
- Toner consumption
- Electricity consumption
- Water consumption
- Fuel consumption



- Diesel oil consumption
- Discharge of sanitary sewage
- Emission of combustion gases from small boiler (CPA 50)
- Emission of combustion gases from large boiler (CPA 1500)
- Noise generation in the facilities

Of the aspects mentioned, the following were found to be significant on evaluation:

- Electricity consumption
- Toner consumption
- Paper consumption

In order to regulate these environmental aspects, good environmental practices have been circulated to all OHIM staff and progress is being made towards the goals of installing photovoltaic solar energy and reducing paper consumption. These are described in section 3.2, Environmental Management Programme.

Potential aspects:

Potential aspects evaluated in relation to possible emergency situations are:

Emergency: Fire

- Generation of waste
- Emission of combustion gases
- Water consumption
- Discharge of polluted water

Emergency: Escape of refrigerant gas

- Emission of Chlorofluorocarbons

Emergency: Spillage of hazardous substances



- Soil pollution

On evaluation, none of these aspects was found to be significant.

Emergency sheets have been introduced for each of the potential situations identified. These sheets put in place preventive measures to reduce the likelihood of the emergency situation occurring and set out the action to be taken in the event of an emergency to minimise the seriousness of the consequences.

Indirect aspects:

Evaluation of the indirect aspects caused by suppliers and contractors is achieved by rating suppliers and contractors according to the criteria of environmental performance and frequency.

The aspects evaluated for each contractor working at the OHIM's facilities were:

- Waste
- Noise
- Discharges
- Emissions
- Consumption

In respect of the five undertakings working at the OHIM's premises and evaluated against the established criteria, none of the environmental aspects caused by them were found to be significant.

It should be noted that four of these undertakings have implemented environmental management systems certified under ISO 14001, which has meant that their environmental ratings have been excellent.

As part of the implementation of the Environmental Management System, the OHIM has established criteria for monitoring undertakings working for the OHIM in order to ensure that environmental requirements are communicated to them and that applicable and/or assessable environmental criteria are included in tender documents when selecting new suppliers or contractors.



Henceforward the OHIM will monitor the compliance of such undertakings with the environmental requirements agreed with them. The relevant documentary records will be kept.

3.2 Environmental Management Programme

One of the OHIM's commitments to the environment is to seek continual improvement in its environmental performance and this in turn appears in its Environment Policy. To this end, an Environmental Management Programme has been established for 2008 which defines objectives and targets and provides for planning and the allocation of adequate resources to achieve them.

The OHIM's objectives in the environmental sphere for 2008 included:

Objective	TO REDUCE CONSUMPTION PER EMPLOYEE OF PAPER FOR COPYING AND PRINTING BY 5% COMPARED TO 2007 (To achieve an annual rate of paper consumption per person of 71.1 kg)
Reason	To minimise consumption of natural resources
Targets	The following action is proposed in order to achieve the objective set: <ul style="list-style-type: none">➤ Implementation of a paper-saving awareness campaign➤ Encouragement of use of used paper for drafts and printing of documents on both sides, where appropriate
Time-frame	31 December 2008



Objective	TO INCREASE THE PERCENTAGE OF TELEWORKERS BY 3% COMPARED TO AUGUST 2007
Reason	To reduce the emission into the atmosphere of vehicle combustion gases as a result of employees travelling between home and the OHIM
Time-frame	31 December 2008

Objective	TO REDUCE THE OHIM'S TOTAL GAS CONSUMPTION PER ACTIVE POST BY 3% COMPARED TO 2007
Reason	Use of clean energy
Targets	<ul style="list-style-type: none">➤ Installation of solar thermal panels to produce DHW (domestic hot water) <p>One of the first steps towards improving the energy efficiency of the OHIM building is to make use of the solar energy which is abundantly available in this coastal area. The biggest consumption of DHW occurs in two zones of the AE04 building: firstly in the eight showers in the gymnasium changing-rooms and secondly in the kitchens. Consequently the first phase is limited to these two areas.</p>
Time-frame	31 December 2008



Objective	INSTALLATION OF A SOLAR PHOTOVOLTAIC SYSTEM
Reason	<ul style="list-style-type: none">➤ To promote solar photovoltaic energy as an alternative source of electricity.➤ To reduce the emission of greenhouse gases in the generation of electricity.
Target 1	Installation of phase 1 of the photovoltaic sensors: 270 m ²
Time-frame	31 December 2008
Target 2	Installation of phase 2 of the photovoltaic sensors: approximately 1 000 m ²
Time-frame	31 December 2010

Objective	APPLICATION OF ENVIRONMENTAL CRITERIA IN OHIM INVITATIONS TO TENDER
Reason	Improved control over the environmental performance of suppliers and contractors
Targets	<ul style="list-style-type: none">➤ To include environmental clauses as criteria in the process of adjudication of contracts and the evaluation of bids of suppliers and contractors
Time-frame	29 February 2008

3.3 Environmental performance

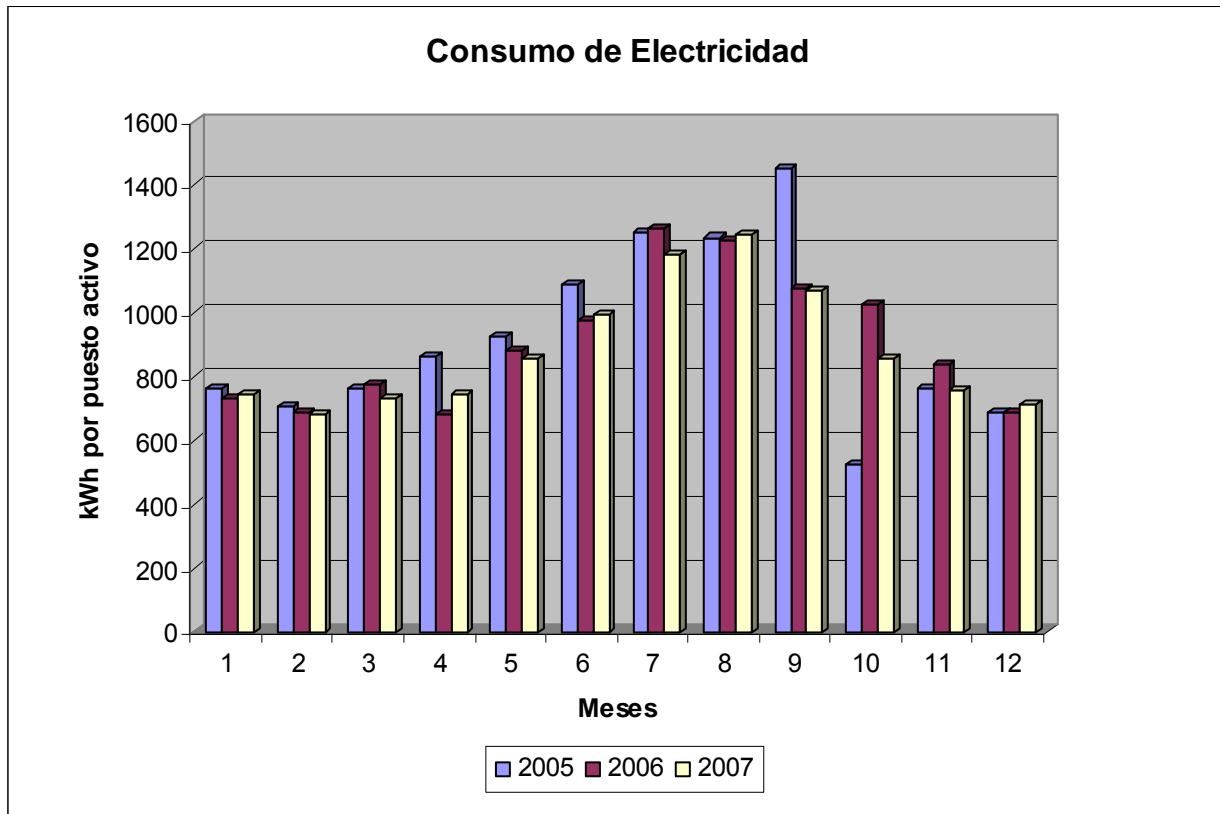
Electricity consumption

The OHIM analyses and keeps records of its energy consumption. Consumption is taken entirely from the grid as it has no transformers or electricity generators.

Control over consumption is exercised through internal records compiled from the invoices submitted by the supplier.



The graph below shows a comparison of monthly consumption of electricity over the past three years¹. The y axis shows total monthly consumption per active post².



Graph 1. Comparison of annual electricity consumption of the OHIM building AE4 over the past three years

Consumo de Electricidad	Electricity Consumption
kWh por puesto activo	kWh per active post
Meses	Months

The following conclusions may be drawn from an analysis of the above graph:

- It can be seen that the profile of the curve is similar year on year. A marked peak can be observed every year in the hottest months, when the air-conditioning system is operating intensively. During the rest of the year consumption is considerably lower. The figure for

¹ Data for 2006 and previous years is estimated.

² Number of staff in the AE4 building less teleworkers.



September 2005 is anomalous because it includes the first 15 days of October due to a change of contract.

- As can be seen from the annual curve, climate clearly impacts on electricity consumption, since consumption is highest during the summer months, mainly due to the operation of coolers. As the graph shows, consumption rises by approximately 50% when a spring or autumn month (in the order of 800 kW/active post/month) is compared to a summer month (1 200 kW/active post/month).

According to available data, consumption of electricity during the period in question, from January 2007 to December 2007, amounts to 10 556 kW per active post.

Taking 2005, in which electricity consumption was 11 021 kW per active post, as the base-line, consumption gradually fell. This tendency can be observed in the following table:

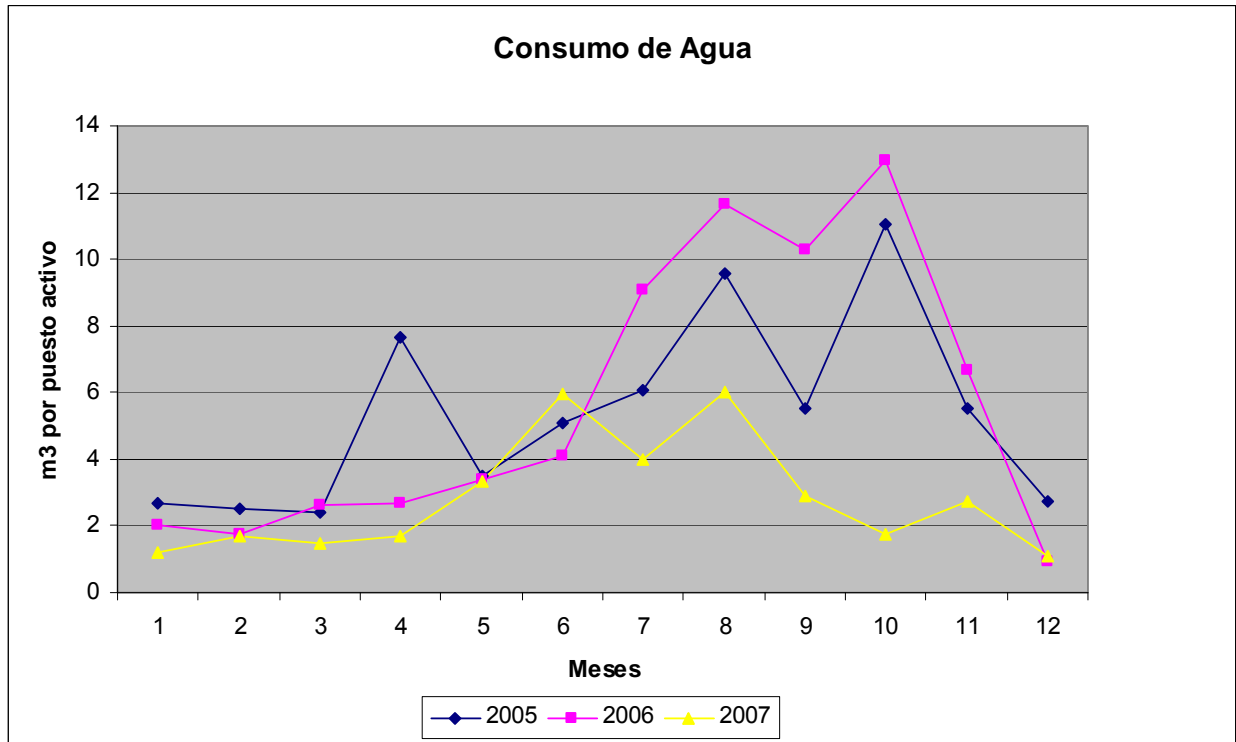
Year	Electricity consumption (kW/year/active post)	Increase (%)
2005	11 021	-
2006	10 847	- 1,6%
2007	10 556	- 4,2%

Water consumption

The water used in the OHIM facilities comes from the municipal water supply, operated by AGUAS DE ALICANTE.

Control over consumption is exercised through internal records compiled from invoices submitted by the operating company. The following two graphs compiled from the water consumption indicator (consumption/invoices) compare water consumption figures for 2005, 2006 and 2007³.

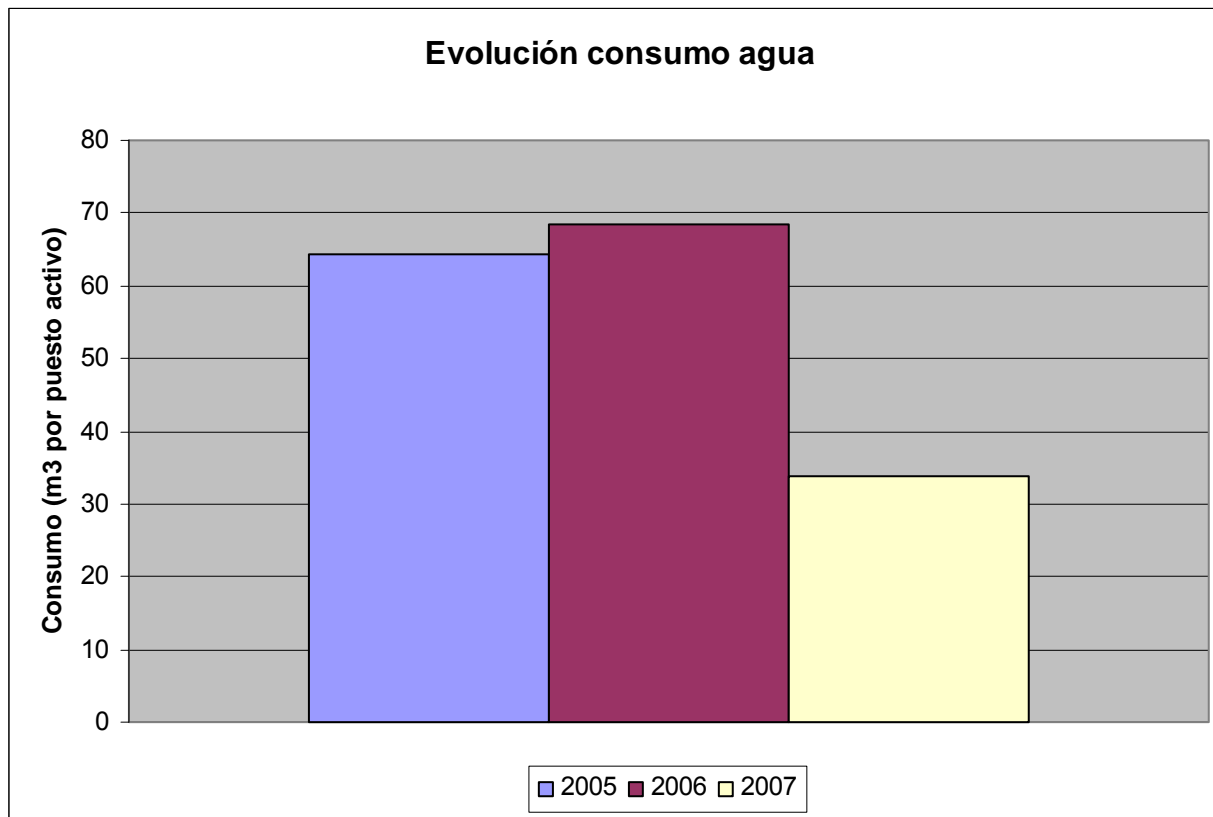
³ Data for 2006 and previous years is estimated.



Graph 2. Comparison of monthly water consumption of the OHIM building AE4 over the past three years

Consumo de Agua	Water consumption
m ³ por puesto activo	m ³ per active post
Meses	Months

Year	Water consumption (m ³ /year/active post)	Increase (%)
2005	64.40	-
2006	68.43	6.3%
2007	33.77	- 47.6%



Graph 3. Evaluation of water consumption

Evolución consumo agua	Trend in water consumption
Consumo (m ³ por puesto activo)	Consumption (m ³ per active post)

The sudden reduction in water consumption during 2007 occurred as a result of action taken by the garden maintenance service to save on water used for irrigation.

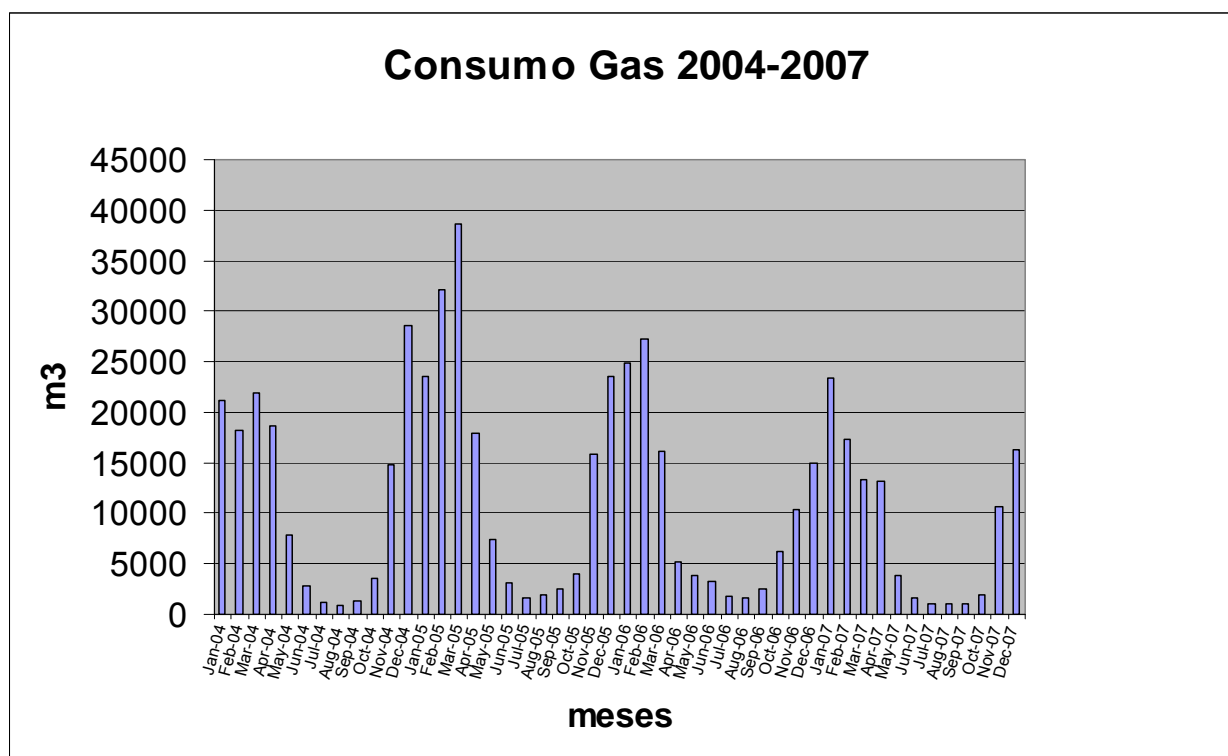
This action took the form of introducing low-energy sprinklers (rotating) whose main function is to distribute water evenly (simulating rain) so that plants can use it more effectively and less water is wasted.



Fuel consumption and atmospheric emissions

The undertaking's other fuel consumption arises out of the operation of the heating system (natural gas).

The following graph displays the trend in natural gas consumption for the AE4 building, using the most recent available data (January 2004 to December 2007)⁴. The y axis shows total natural gas consumed per month in m³.

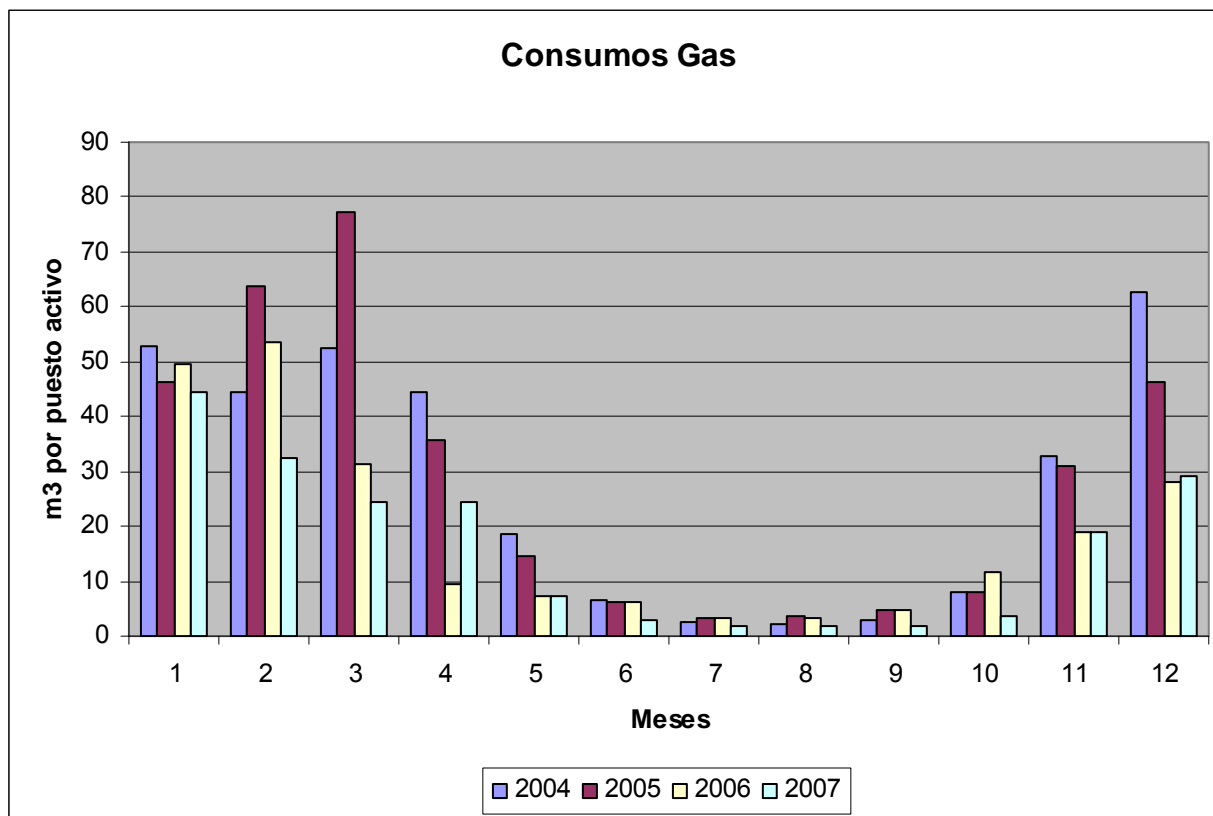


Graph 4. Trend in natural gas consumption by the OHIM headquarters, AE4

Consumo Gas 2004 - 2007	Gas Consumption 2004-2007
m ³	m ³
meses	Months

Below is a comparison of monthly natural gas consumption over the past four years, which shows a gradual fall in gas consumption in recent years. The y axis shows total natural gas consumed per month.

⁴ Data for 2006 and previous years is estimated.



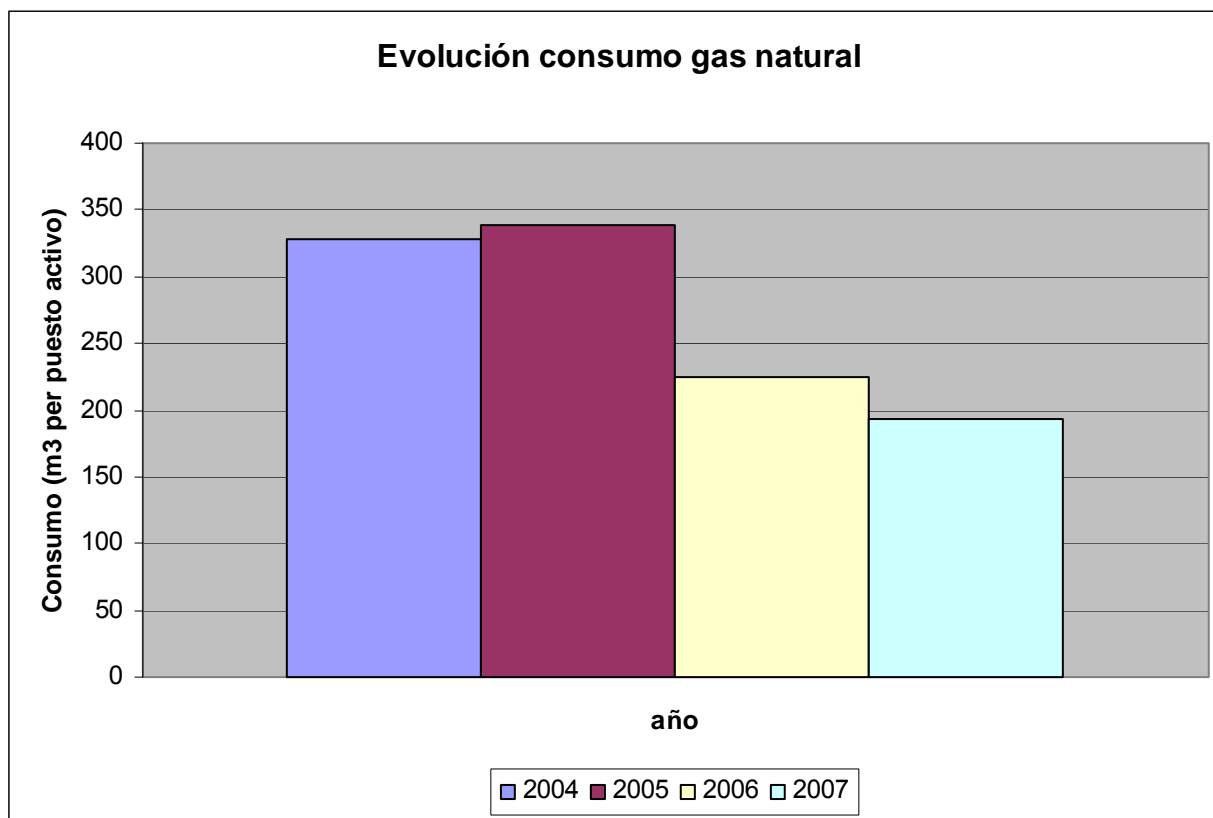
Graph 5. Comparison of monthly natural gas consumption in the OHIM AE4 building

Consumos Gas	Gas Consumption
m ³ por puesto activo	m ³ per active post
Meses	Months

Taking 2004, in which natural gas consumption was 328 m³ per active post, as the base-line, consumption gradually rose, reaching a total increase of 3.4% in 2005. However, in 2006 and 2007 this rising trend was reversed and annual natural gas consumption fell to 225 and 193 m³/active post respectively. This trend, and the relevant rise and subsequent fall in consumption, can be observed in the following table:



Trend in natural gas consumption compared to 2004		
Year	Consumption (m ³ /year/active post)	Increase (%)
2004	328	-
2005	339	3.4%
2006	225	- 31.4%
2007	193	- 41.2%



Graph 6. Trend in natural gas consumption

Evolución consumo gas natural	Trend in natural gas consumption
Consumo (m ³ por puesto activo)	Consumption (m ³ per active post)
año	Year



Consumption of office supplies

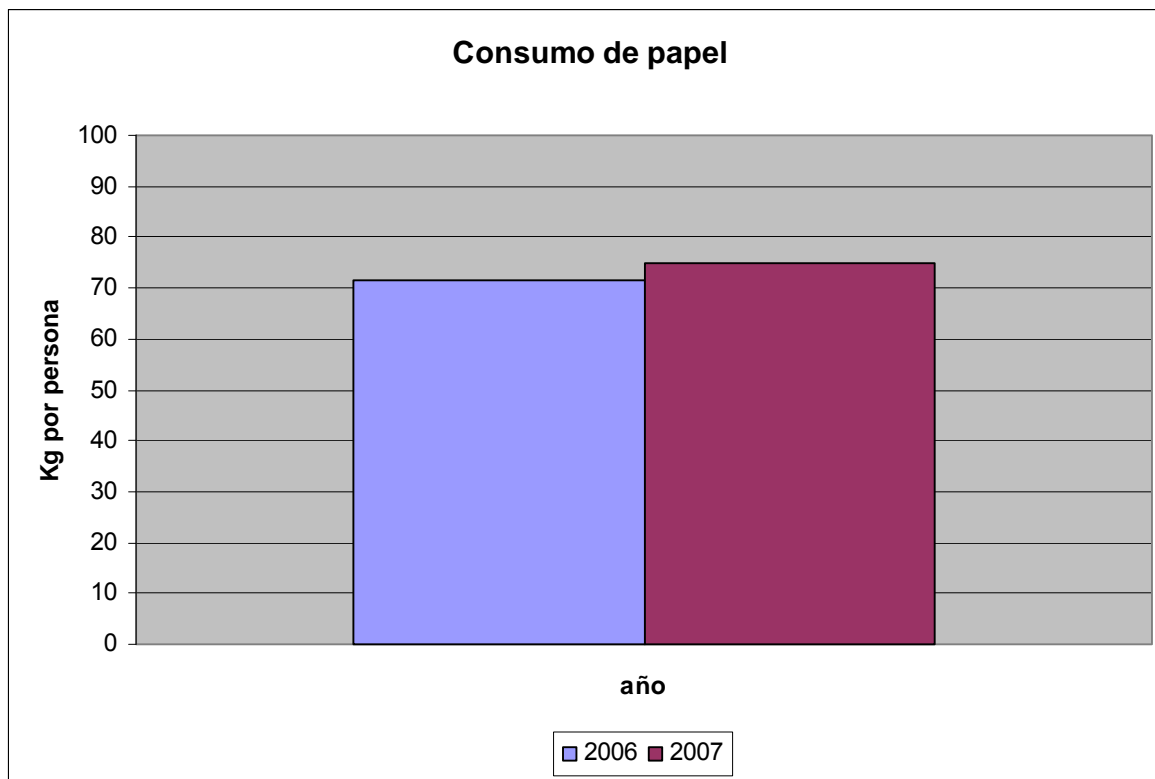
Control of the OHIM's consumption of office materials (paper and toner) is carried out through an internal record of purchases obtained from invoices collected during the year.

In order to compare the amounts consumed, the following measures are used:

Paper consumption = $\frac{\text{Number of packets of paper} \times 2.5 \text{ kg}}{\text{Number of people in the Office}}$

Toner consumption = $\frac{\text{Number of toner cartridges}}{\text{Number of people in the Office}}$

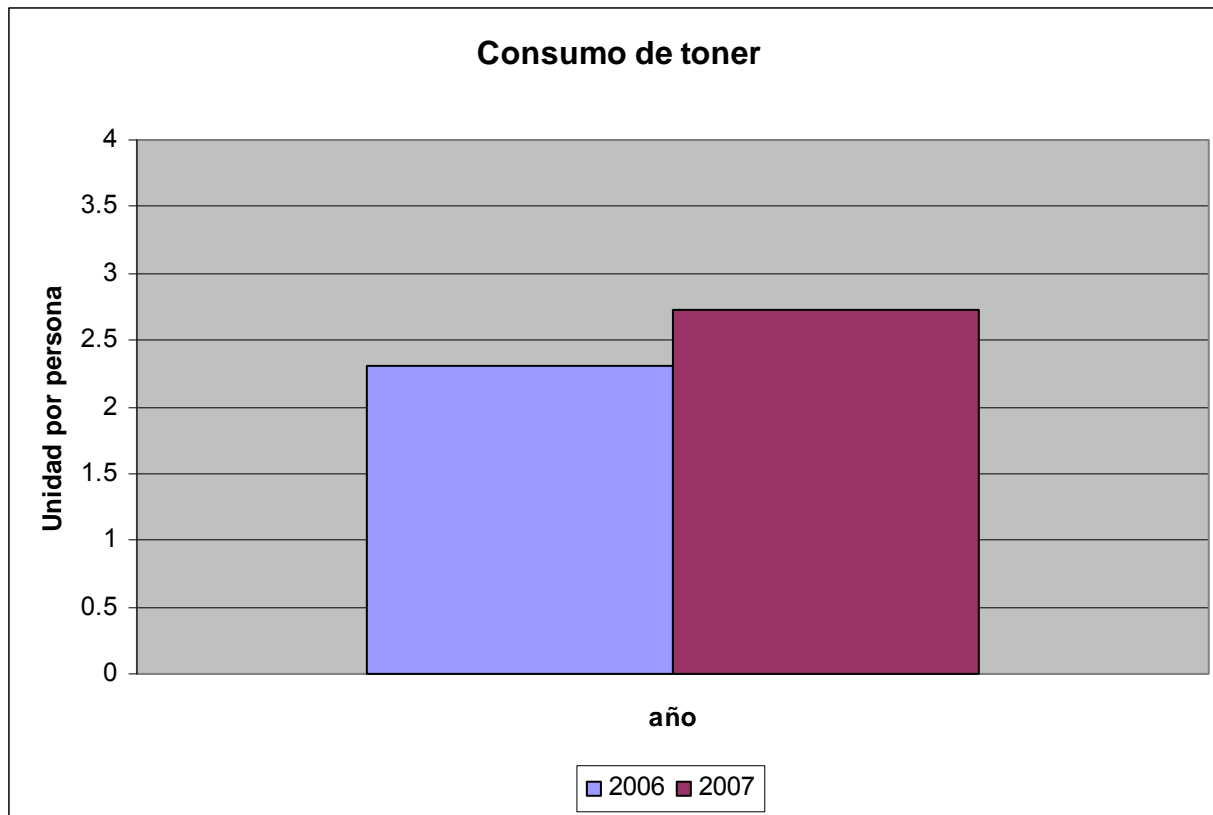
The consumption over the past two years is compared in the following graphs⁵.



Graph 7. Evaluation of paper consumption

Consumo de papel	Paper consumption
Kg por persona	Kg per person
año	Year

⁵ Data for 2006 is estimated.



Graph 8. Evaluation of toner consumption

Consumo de toner	Toner consumption
Unidad por persona	Units per person
año	year

Trend in paper and toner consumption compared to 2006			
	Year	Consumption	Increase (%)
Paper	2006	71.6 (kg per person)	-
	2007	74.8 (kg per person)	4.5%
Toner	2006	2.30 (Units per person)	-
	2007	2.73 (Units per person)	18.7%



In the above graphs it can be seen that consumption in both cases has risen in 2007 compared to 2006.

With the implementation of the Environmental Management System, the OHIM has established and circulated to staff Good Environmental Practices in office activities which aim to reduce consumption of these items.

Furthermore, a target has been set in the case of paper consumption.

Consumption of chemical products

Henceforward, the OHIM will start monitoring consumption of the chemical products used by the undertaking contracted for facilities maintenance.

Waste management

A contract concluded by the OHIM with an external undertaking covers the disposal of the various different types of waste and its management in accordance with current environmental legislation.

The contractor subcontracts the disposal of waste to Licensed Managers for the relevant type of waste.

The following table shows the amounts of non-hazardous waste managed in 2006 and 2007:

Non-hazardous waste	2006	2007
Used vegetable oil	229.9 kg	106.7 kg
Alkaline batteries	154.8 kg	105.8 kg
Paper and cardboard	21 containers	24 containers
Rubble	31 containers	66 containers
Toner	1 642 units (estimate based on consumption)	1 958 units (estimate based on consumption)

D u. Data unavailable



The OHIM disposes of supplies and equipment which are reusable:

- Obsolete furniture
- Computer equipment
- Catering supplies
- Other

When this type of equipment is disposed of the OHIM favours reuse, for which purpose it offers it to charities by way of donations.

If the charities do not accept it, it is managed as waste by a Licensed Manager.

The quantities donated and managed in 2006 and 2007 are as shown in the following tables:

Donations to charities (reuse):

Electrical and electronic equipment	2006	2007
Monitors	204	259
CPUs	-	571
Keyboards	-	372
Scanners	-	4
RAM modules	-	31
Other	-	20
High-volume waste	2006	2007
Tables	-	42
Cabinets	-	7
Partitions	-	-
Chairs/Armchairs	-	82
Lamps	-	1
Shelving	-	-
Drawer units	-	21
Other	-	14



Managed through a licensed manager:

High-volume waste	2006	2007
Tables	-	161
Cabinets	-	149
Partitions	-	136
Chairs/Armchairs	-	91
Lamps	-	54
Shelving	-	33
Drawer units	-	127
Other	-	22
Electrical and electronic equipment	2006	2007
Monitors	-	2
CPUs	-	4
Keyboards	-	-
Scanners	-	-
Hard drives	-	45
Other	-	148

The implementation of the Environmental Management System in its facilities has meant that the OHIM has started to separate the different types of hazardous waste in accordance with current legislation and to store it temporarily in designated areas.

The following table shows the hazardous waste deposited in special containers designated for the purpose and disposed of by a licensed manager whose management is documented in OHIM records:



Hazardous waste	2006	2007
Fluorescent tubes	243.2 kg	78.7 kg
Sanitary waste	12 containers	12 containers
UPS products (Batteries)	4 720 kg	4 151 kg

No data is as yet available on the management of other hazardous waste arising out of the activities of the contractor engaged to carry out maintenance on the OHIM's facilities since, as mentioned above, the contractor was directly responsible for the management of such waste under its contractual obligations.

Henceforward, the OHIM will separate this waste within the relevant facilities and it will be managed by a licensed manager.

For these purposes different containers will be installed for the following waste:

- Contaminated absorbents
- Contaminated packaging (metals and plastics)
- Used oil
- Batteries

Packaging waste produced by the cleaning contractor is of a domestic variety and, once taken to the recycling point, is managed as such through the 'Ecoembes' Integrated Management System by depositing it in the yellow container provided by the city council.

The gardening contractor does not produce contaminated packaging waste as no processes involving pesticides or herbicides are carried out within the OHIM's facilities.

Noise control

The main sources of noise identified in the facilities are the equipment used to run the heating systems in the building, such as boilers, and the cooling systems, kitchens, UPS products etc.



This statement includes the results of the noise measurement carried out on 12 June 2007 for the purposes of checking compliance with the relevant legal limits. In the light of the results obtained, it can be seen that the applicable limits for industrial and tertiary zones are being respected:

SOUND LEVEL Leq (dB(A)) DAY		
LOCATION	POINT 1	POINT 2
Leq (dB(A))	63.8	54.9
REGIONAL LEGISLATION (Ley 7/2002, de 3 de Diciembre, de la GV, de protección contra la Contaminación Acústica)*	No activity shall emit to the exterior environment levels in excess of:	
MUNICIPAL LEGISLATION Ordenanza Municipal de protección contra la contaminación acústica (08/07/2003)**	<u>Use</u>	<u>Day (dB(A))</u>
	Health and education	45
	Residential	55
	Tertiary	65
	Industrial	70

* Act No 7/2002 of 3 December of the Generalitat Valenciana on protection against noise pollution

** Municipal order on protection against noise pollution

Control of discharges

The discharges released by the OHIM are caused solely by sanitary sewage originating from the toilets, gymnasium and cafeteria.

Under no circumstances are industrial discharges released.

Control of Legionnaires' Disease

The OHIM facilities contain two permanent cooling towers and an ornamental fountain in the gardens which are capable of creating aerosols which could cause Legionnaires' disease. These installations are the subject of adequate maintenance programmes which comply with current legislation on health and hygiene standards for the prevention of legionellosis.



The disinfectants used are registered in the *Registro Oficial de Plaguicidas* (Official Register of Pesticides) held by the *Dirección General de Salud Pública* (Public Health Department) and the maintenance contractors carrying out the treatments and operating the maintenance protocols are properly licensed.

4 Other environmental factors

4.1 Evaluation of compliance

The OHIM has implemented a system to identify, record and communicate the legislative and the regulatory environmental requirements applicable to its activities and facilities and the requirements arising from other commitments voluntarily assumed by it.

In this way, knowledge of the relevant legislation and of specific requirements can be ensured, with a check on compliance being carried out every three months, in accordance with the commitment undertaken in this respect in the Policy.

The OHIM ensures compliance with all applicable legal requirements in the environmental sphere, which relate to the following areas:

- Water: supply and drainage
- Emissions: vehicles and equipment at facilities
- Waste: similar to urban, industrial and hazardous
- Noise: nature of the activity and construction features of the building
- Other legislation applicable to the OHIM's activities and facilities (health and hygiene standards for the prevention of Legionnaires' disease).

The OHIM currently complies with all applicable legal requirements.



4.2 Emergency planning

A protocol of action has been established from an environmental perspective for each of the various emergencies identified by the OHIM, setting out detailed preventive measures for the avoidance of the accident or emergency and, in the event that it cannot be avoided, procedures for limiting the environmental impact of the situation.

The potential environmental accidents identified by the OHIM are those caused by:

- Fire
- Spillage of polluting substances
- Emissions arising from a malfunction in the air-conditioning equipment.

The OHIM has made these Protocols available to its staff by distributing them in the workshop area and on the intranet in order to facilitate compliance by staff.

To date no accident with environmental implications has occurred within the OHIM facilities.

4.3 Training

Staff environmental training and awareness is identified as a requirement in the Policy of the OHIM and is regarded as being of strategic importance for the effective implementation of the System and for ensuring continual improvement as it promotes greater participation by all staff in the ongoing operation of the System.

Various training events on environmental management and the EMAS Regulation have been held for OHIM staff during the period covered by this Environmental Declaration.

The OHIM uses the intranet for employee awareness measures such as dissemination of Good Environmental Practices.

4.4 Communications

The OHIM has internal and external channels of communication which, on the one hand, allow its staff to be involved in the System and, on the other, permit an open dialogue with local residents, interested parties and interest groups in general.



Managing these channels of communication allows feedback on the System to be implemented, thus allowing it to be continually improved.

Internal communication takes place through ordinary channels operating within the organisation. Also, in order to try to reinforce this aspect, an Environmental Suggestions Box has been set up to allow staff to put forward, in confidence, any suggestion, improvement or criticism relating to the undertaking's environmental management.

Similarly, the OHIM has established external channels of communication with contractors, suppliers and with any interested party so that a continuous exchange of information can be established regarding the organisation's environmental performance, including monitoring and coordinating joint initiatives, which relate mainly to emergencies and compliance.

One of the main methods of communication is the circulation of this Environmental Statement, whose aim is to promote the supply to all interested parties of information relating to the OHIM's environmental performance. The organisation is committed to updating it regularly and to make such updates available once they have been externally validated.

This Environmental Statement will be available to OHIM staff and will be published on the organisation's website.

5 Conclusions

Since its inception in October 2006, the implementation of the System has been consolidated within the framework of the Community Eco-Management and Audit System (EMAS) and in accordance with the UNE-EN ISO 14001:2004 Standard.

In line with all the requirements defined in our own Policy and within the framework of our commitment to continual improvement in our environmental performance, all the environmental aspects of our organisation have been identified, evaluated and monitored, thus ensuring compliance at all times with applicable legal requirements.

Likewise, another of the steps taken in connection with this improvement in environmental performance is the establishment and development of our Management Programme, which



defines a coherent set of objectives and targets to whose achievement the OHIM management, has dedicated the necessary financial and human resources.

In the light of the results of the Audit and the Corrective Actions established over the period during which the system has been in force, it can be concluded that the level of progress of the Environmental Management System is satisfactory and consistent with continual improvement.

6 Signatures

Prepared by:	Reviewed by:	Approved by:
Zoltán Hetényi Environmental Co-ordinator	Miguel Ángel Villarroya Sánchez Environment Officer	Marc Vanaeken Director ITFMD
DATE:	DATE :	DATE :

7 Validation and verification of the Statement

This Environmental Statement has been prepared using data collected up to December 2007.

The data contained in the Environmental Statement will be validated annually by an accredited environmental verifier.

The environmental verifier accredited by ENAC is IVAC (Instituto de Certificación, S.L., number ES-V-0014)

The period of validity of this Statement is one year from the date of validation.



DECLARACIÓN MEDIOAMBIENTAL VALIDADA POR

IVAC Instituto de Certificación

DE ACUERDO CON EL REGLAMENTO 761/2001 Y 196/2006
CON FECHA:

COMO VERIFICADOR ACREDITADO POR ENAC
CON NUMERO **ES-V-0014**

Almudena Francés Micó
Verificador

Josep Vicent Zaragoza Delhom
Verificador



Miguel Ángel Vila Espeso
Director IVAC



ENVIRONMENTAL STATEMENT VALIDATED BY

IVAC Instituto de Certificación

In accordance with Regulations 761/2001 and 196/2006

Date:



AS VERIFIER ACCREDITED BY ENAC, NUMBER ES-V-0014

Signature of Almudena Francés Micó

Verifier

Signature of Josep Vicent Zaragoza Delhom

Verifier

Signature of Miguel Ángel Vila Espeso

Director, IVAC