



Zurich, 08. August 2022

Sustainability concept of the JCPYD

Subject Business Travel

Air travel by UZH employees constituted the largest single item in the balance of UZH's greenhouse gas emissions in 2018, accounting for about 36 percent. Reducing air travel is therefore a critical lever to reduce these emissions.

What we already do:

- Examine the need for business travel. The subjective benefit of a business trip should be put in relation to its "true costs". When planning a trip, please consider:
 - Can travel be replaced by virtual presence? This will save time, money, and physical inconvenience in addition to emissions.
 - Can the number of people from your own environment traveling to the same event be reduced?
 - Is there an alternative destination that serves the same purpose (e.g., an equally interesting conference that is accessible by bus or train)?
 - Can you plan a trip that serves multiple purposes at the same time?
- Strengthen and develop virtual conference and collaboration culture internationally. Advocate in scientific bodies and networks for increased use of virtual forms of presence for scientific exchange.
- Switch to virtual or decentralized events. Switching to virtual or hybrid events (distributed across multiple locations to shorten travel time) is the most effective lever for reducing emissions when organizing international events.
- Virtual presence of external speakers at events. When external speakers attend virtually, it is important to offer good solutions for discussion and informal exchange as well. For example, participants can book time slots for a bilateral exchange with speakers.

What else we can do:

For inevitable air travel, the following measures help to significantly reduce the environmental impact:

- Choose Economy Class. By foregoing business class, 5-10% of flight-related greenhouse gas emissions could be saved annually at UZH. The emission contribution of a flight in Business Class is arithmetically (due to higher space requirement in the aircraft) about twice as high as that of a flight in Economy Class.
- Choose relatively efficient airlines. By choosing an efficient airline, up to 50% of flight emissions can be avoided. For a distance of 6,550 km, one ton of CO₂ can be saved for a return flight (efficiency class C: 1,600 kg CO₂, efficiency class G: 2,600 kg CO₂).
- Prefer direct flights. A direct flight in Europe is preferable to a flight with a stopover, as the take-off phases are particularly emissions-intensive. It is also worth replacing feeder flights with rail travel.
- Offset emissions. Offset payments should not be made as a substitute, but in combination with the measures mentioned above. When choosing a provider, make sure that the compensation



projects are of high quality. For the latter, the "Gold Standard" certificate provides guidance.

[Click here for a comparison of important providers of CO₂ offsets.](#)

- Faculty of Arts and Social Sciences (PhF): The incentive tax to reduce flight-related greenhouse gas emissions, approved by the Faculty Assembly on May 20, 2022, will go into effect on October 1, 2022. Air travel financed from funds allocated to the PhF will be subject to an incentive tax from then on. The incentive tax will be collected centrally by the PhF's Dean's Office. 100 Swiss francs per flight or ton of CO₂ will flow into the new fund for rail travel, from which travel can be subsidized from October 1, 2022. Information on the application process will be posted on the Dean's Office website in due time. 30 francs will be used for high-quality certificates ("offsetting"). Faculty members will be provided with a guide in time to determine and document the CO₂ values of their air travel. Further questions on the concrete implementation of the incentive tax will be answered by Dr. Marian Bohl (marian.bohl@phil.uzh.ch).

Subject Buildings: Use of Office Space

What we already do – where it makes sense and is possible:

- Promote shared space. Reduce your own office space requirements and explore the possibility of desk sharing for part-time employment. Team leaders can promote a "shared space" culture and a culture of both transparency and fairness in space claims to avoid "space hoarding" and reduce space claims in the long run.
- Furnish office economically/pass on unnecessary furniture. Less furniture can reduce the environmental impact due to the space required, and the production and subsequent disposal of items. For example, place only one waste bin per office – this saves space and waste bags.

Subject IT Equipment and Other Power Consumers

Typical IT end devices such as laptops, monitors, tablets and smartphones cause a much higher environmental impact during production than during operation, converted to one hour of use. This can be reversed for continuously operated devices (e.g. servers). In everyday office life, the following principles help to reduce the environmental impact of IT equipment.

What we already do:

- Equipment that is no longer used but still functions can be put to a second use, e.g. via the [Equipment Exchange](#). In addition, you can use the [Equipment Lending Service](#) (only in German) of the Multimedia & E-Learning Services (MELS) department. Among other things, video conferencing equipment, beamers and microphones are loaned out there. Electronic equipment can also be borrowed or made available via the [Shared Equipment Platform](#).
- (Currently being checked) Have fixed-line phones removed if they are permanently not needed. This saves production of new equipment, constant power consumption and costs.
- Reduce number of permanently powered devices.
- Ensure that continuously powered devices go into a very low-power standby or sleep mode when not in use, or are turned off. If possible, avoid appliances that do not include such an option.



- Report problems with fixed installations. Non-functioning fixed installations can lead to increased energy or water consumption. We regularly report defective heaters, dripping taps, etc. to the service center of the respective Service Center Betriebsdienst.

What else we can do:

- Turn off lighting, work equipment (computers, printers, etc.), air conditioners or humidifiers when leaving the office.

Subject Paper, Office Supplies and Print Products

When purchasing materials, you can contribute to sustainability by observing the following tips. If you are not responsible for procurement yourself, please bring the tips to the attention of the person responsible.

What we already do:

- Select products on the P4U purchasing platform with the sustainability symbol (white leaf on green background). This symbol is indicated by the suppliers for some of their products in self-declaration.
- Check whether the material needed is available on the office supplies exchange before making a new purchase. Material that is no longer needed can also be sent there. The materials are handed over free of charge by self-collection or via the in-house post office.

[Office Supplies Exchange](#)

- Adjust the number of delivered UZH-owned print media to the demand. The delivery of the UZH Magazine in printed form can be adjusted to the actual needs of e.g. an institute or department. [Subscribe to UZH Magazin](#)
- From 2022, our Annual Report will only be available online and as an interactive PDF

What else we can do:

- Critically review all subscriptions to print media to see if the digital version is sufficient or not.

Subject Food and Beverages / Consumables

What we already do:

- The coffee machine is equipped for coffee beans and with refillable milk container, which means that we avoid separate packaging or small portions of coffee and milk.
- At business aperitifs, we deliberately avoid meat and meat products.
- The mineral water we purchase comes from a Swiss family-owned company and has a very high calcium content, covering the daily requirement with only 2 liters.
- We buy flowers for employees from stores that offer regional and seasonal products.

What else we can do:

- Return (only) empty water bottles and do not throw away glass bottles (return system).
- We are in the process of checking which items are well suited for giveaways or Christmas gifts. In doing so, we make sure to choose useful and sustainable items that are manufactured in Switzerland as far as possible with a low environmental impact and to keep packaging costs low.



Subject Team Events / Excursions

What we already do:

- We try to hold our team events in the immediate vicinity, so that the journey is short and low in emissions.
- For example, we prefer hikes or similar activities that are both climate-neutral and health-promoting.

What else we can do:

- We collect and are open to ideas for team outings or events on the topic of sustainability (Irchel Nature Trail, guided tour in the Botanical Garden, Urban Gardening course, etc.).

Subject: Stay Informed and Become Active

What else we can do:

- Subscribe to the UZH sustainability team newsletter. The sustainability team sends out a newsletter twice a month in a deliberately minimalist style. [Subscribe to newsletter](#)
- Promote sustainability in your organizational unit. Get inspired by existing initiatives: [Overview of sustainability initiatives in organizational units](#)
- Make your own suggestions. Send your suggestions to the Sustainability Team, using the following form: [Steps to sustainability – mailbox for your suggestions](#)