

**Register of Environmental Objectives and Targets** *SAMPLE ONLY* the aspects, objective and targets and KPIs listed below are examples only and should be replaced with ones developed to meet the organisations specific requirements.

Aspect no.	Aspect description	Objective	Target & date	Action plan, improvement program or control	Key Performance Indicator (KPI)
1	Use of electricity for office lighting	Reduce annual electricity consumption for lighting	10% reduction by 30/6/2009	Department of XYZ Energy Savings Plan	kWh
2	Use of electricity for air-conditioning	Reduce annual electricity consumption for air-conditioning	10% reduction by 30/6/2009	Department of XYZ Energy Savings Plan	kWh
3	Use of electricity for computer & other office equipment	Reduce annual electricity consumption for air-conditioning	10% reduction by 30/6/2009	Department of XYZ Energy Savings Plan	kWh
6	Consumption of paper	Reduce annual paper & printing purchases by 5%	5% reduction by 30/6/2009	Department of XYZ Paper Saving Plan	kg
9	Purchase/lease of vehicles for staff & fleet	Reduce no. of large (i.e. 6- & 8-cylinder) cars	25% reduction by 30/6/2008	Department of XYZ Plan for Reducing Environmental Impact of Travel	% of large cars in fleet
10	Use of fuel for staff & fleet vehicles	Increase % of LPG vehicles	50% of LPG vehicles by 1/7/09	Department of XYZ Plan for Reducing Environmental Impact of Travel	% of LPG vehicles
		Decrease petrol consumption	20% reduction 30/6/2009	Department of XYZ Plan for Reducing Environmental Impact of Travel	litres
11	Use of fuel for air travel	Reduce average km air travel per section manager	10% reduction by 30/6/2009	Department of XYZ Plan for Reducing Environmental Impact of Travel	km/section manager
12	Use of fuel for travel by taxi	Reduce average taxi travel per section manager	5% reduction by 30/6/2009	Department of XYZ Plan for Reducing Environmental Impact of Travel	km/section manager
13	Energy use in cafeteria	Replace electric oven with gas oven	31/12/2008	Purchase & installation of new gas oven for cafeteria	target achieved
14	Generation of waste from staff kitchens & cafeteria	Segregation of waste for recycling	Waste segregation implemented by 30/6/2009	Department of XYZ Waste Management Plan	kg of waste recycled & disposed to landfill
15	Use of water in staff kitchens, cafeteria & toilets	Reduce water consumption	5% reduction by 30/6/2009	Department of XYZ Water Savings Plan	kilolitres
16	Spill from storage & use of diesel for emergency generator	No spill into drain	30/6/2009	Bunding; spill kit; Safe Work Method Statement for storage & handling of diesel; MSDS for diesel	no. of incidents; amount of spill into drain