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Document: Environmental Action Plan for the Department of Astronomy		
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Environmental Objectives	Activities	Responsible	Resources	End date	Follow-up	Enviromental indicator	Solved
Facilitate the use of the bicycle for short journeys	Talk to Albanova ref.grupp on the construction of a roof over a bicycle rack and the establishment of pump station	Prefect Environmental-representative	1 day	2013-12-31	Report to the Board	Reduced energy consumption / CO2 emissions	2013-12-31 A roof over the bike rack on the rear side of Alba Nova is now in place. The question should be raised again in 2014.
Introduce requirements for eco-labeled internal representation	Introduce regulations for requirements marked in the procurement of coffee and catering	Prefect Environmental-representative Purchasers	1 day	2013-12-31	Report to the Board Information for employees	Reduced environmental impact from the production of consumer goods	2013-12-31 Done
Information on waste separation at Albanova	At the departmental meeting to inform all staff about Albanova waste sorting routines	Prefect Environmental-representative	1 hour	2013-12-31		Reduced amount of unsorted waste	2013-12-31 Done Must be repeated
Increase the number of web meetings	Purchase and install permanent conference equipment connected to our SmartBoard's	Computer group	1-3 days	2013-12-31	Report to the Board Information for employees	Reduced energy consumption / CO2 emissions	2013-12-31 Equipment was purchased. Remainder: installation and fine tuning