

**ABM (HOUSEKEEPING) OBJECTIVES & TARGETS**

	2013-2015 OBJECTIVES	TARGETS 2013-2015	INDICATORS	DEADLINE
1	<b>ENERGY:</b>  Reduce Electricity Consumption 12% by 2015	1. Continue to turn off lights in interior office spaces during night cleaning  2. Ensure consistent communication with Engineering Department to shut lights off after cleaning inside the Theatre/Arena & document this procedure	1. Office lights off after cleaning & reduced energy use in offices  2. Arena & Theatre lights off after cleaning & reduced energy use. Documented Procedure in place	1. December 2013  2. December 2014
2	<b>WASTE:</b>  Achieve 75% Diversion Rate by 2015	1. Ensure ABM team members are familiar with how to sort waste recycling and where the materials should be brought in the loading dock  2. Assist with ensuring 100% of pre-consumer food waste and 100% of post-consumer food waste from kitchens and suites is placed in appropriate compost containers	1. A documented "Waste Conveyance plan" and "Waste Receptacle Guide" distributed to ABM team members  2. Compactor is converted to food waste, Mixed Recycling Compactor is clean of food-waste	1. December 2013  2. December 2015
3	<b>WASTE:</b>  Increase Diversion of Hazardous and Universal Waste	1. Ensure Universal and Hazardous Waste produced from Building renovation is properly disposed of  2. Continue proper Universal Waste Recycling by providing more receptacles where needed	1. Communication with Operations & logs from vendors  2. Receptacles available	1. December 2013  2. December 2013
5	<b>EDUCATION:</b>  Increase Environmental Education to 100%	1. Ensure ABM team members know how to answer questions on how to handle different waste materials properly on-site	1. Training Material (handout or PPT) and Training Records, increased signage on receptacles	1. December 2014
6	<b>EDUCATION:</b>  Increase Emergency Preparedness to 100%	1. Implement refresher training for Emergency Preparedness	1. Tracked emergency preparedness training	1. December 2014