

## World Relief Corporation of National Association of Evangelicals' Policy on Environmental Stewardship

### Scope

This policy applies to all World Relief employees.

### Policy

World Relief responds to God's call for stewardship of the earth, recognizing the importance of the natural environment and its protection to achieve our Mission. Additionally, we recognize that adverse impact on the environment leads to climate change, which affects another element of God's creation – people. An integral part of our calling as an organization is a sustained commitment to the integration of environmental concerns into the Church's mission to bring God's healing love to a broken world. The whole of creation belongs to God and all believers should appreciate God's varied and wonderful creation, and care for the environment in order to sustain it for future generations. In order to address the challenges of climate change and other negative impacts on the environment, this policy defines our posture and high-level process on key categories of our operations and programs to prevent, reduce, and offset World Relief's carbon and other greenhouse gas footprint and other negative impacts on the environment.

- 1. Environmental Management in the Organization:** World Relief will maintain Working Group in charge of oversight and review for the implementation of this policy, development and adjustment of further policy and procedures needed to implement this policy, and promotion and encouragement to the rest of the organization in the implementation of this policy and environmental stewardship in general. This Working Group, named the "Green Team" will be led by a representative of the office of the president and will have representatives of the departments of Administration, US Programs (minimum one office representative), International Programs (one from HDR, one from DCU at minimum), Marketing, Advocacy, SED, and the Executive Office. A budget will be defined for this team to hire whether at a consulting level and/or staff time to be able to carry out the various environmental stewardship mandates defined in this policy for the team. In addition to the various procedures defined in this policy, the Green Team will be responsible for developing and promulgating an annual environmental stewardship plan that will address all items 1 through 10 of this policy.
- 2. Staff Training and Education:** World Relief is committed to encouraging and helping all staff to understand and take action on issues of environmental sustainability. As a part of this commitment, the Green Team will draft an environmental pledge that all staff will sign onto as a part of the onboarding process. This pledge will also feature on WR's recruiting page to make candidates for employment aware of it. Likewise, the organization will either develop or adapt a general environmental education

course that all staff will take as a part of their onboarding and this course or other courses on environmental stewardship will be required annually of all staff. There will be annual staff engagement activities to keep staff up to date on the progress of WR's environmental stewardship program.

- 3. Programs and Work in the Community:** World Relief will work with those it serves to ensure that all projects are as environmentally sustainable as possible. First and foremost, World Relief will engage the community and participants to foster environmental stewardship practices and activities in our programs. In the development of all programs and projects, our program divisions will develop an environmental assessment process, forms and guidelines for all project/programs by sector. One key factor for this environmental assessment process will be the involvement of program participants and partners. Every proposal will be required to have an environmental stewardship assessment per the forms and process set out in the environmental guidelines for each program sector by the program divisions. Then through the full cycle of project design, implementation, monitoring, reporting, and evaluation, amendments, and adjustments, environmental concern and carrying through on the recommendations from the project environmental assessment will be an integral part of the project. This environmental policy is part of our Core Humanitarian Standards (CHS) certification efforts and this Item No. 3 is covered in the Program Quality and Monitoring and Evaluation components of the CHS certification efforts.
- 4. Travel:** World Relief will encourage staff to make use of the least polluting method of travel and transport whether by walking, cycling, using public transport, and minimizing the use of cars and air travel. World Relief, as a part of its Travel Policies and procedures, will develop procedures and related rules as to Air Travel and Land travel as follows:

  - For all Air Travel, World Relief will develop and implement procedures for measuring, monitoring, reporting on, and applying carbon offsets for the travel no later than one year from the date of approval of this policy.
  - For all Vehicle and other land travel related to both Program and Office Operations, World Relief will foster education and awareness of the carbon footprint of vehicle travel. We will also provide guidelines to reduce this carbon footprint from our programs and operations through efficient use of vehicle travel, considering the carbon footprint as to emissions standards in procurement, maintenance, and other measures. For this WR will provide a policy with guidelines for procurement, use, and management of vehicles for organizational (program and office) operations.
- 5. Office Operations:** World Relief will conserve energy wherever possible and encourage the use of renewable energy within its buildings with particular emphasis on heating, lighting, ventilation and office equipment. The organization will also use water efficiently and with care and encourage the use of water conservation efforts

such as rainwater collection where feasible. The Green Team will oversee the development of procedures including a baseline assessment form that all World Relief offices will be required to apply to continually monitor and assure the most efficient use possible of energy and water in our office operations. These procedures will include an annual plan consistent with our fiscal year that sets out baseline and targets, a dashboard that will be updated at least quarterly for ongoing monitoring against targets, and any special projects or measures aimed at conservation or reduction of energy and water usage. This initiative will be fully developed by the end of FY24 for implementation thereafter.

- 6. Office Equipment and Supplies:** Key measures that will be encouraged for environmental conservation are:
  - Reduction and Conservation measures such as electronic or virtual communication to be used instead of printing on paper whenever possible will be encouraged. The Green Team will develop a set of measures in a procedure for this policy item No. 6 and then with more specifics in its annual environmental stewardship plans and methods to promulgate these in this regard.
  - Matters of sourcing and elimination of materials harmful to the environment. There will be a focus on packaging for food consumption, catering, and elimination of non-bio-degradable materials such as single use plastics and polystyrene within office environments. The exact measures will be set out by the Green Team in a set of measures in procedure for this item No. 6 and then with more specific details in its annual environmental stewardship plans.
  - Measures related to energy consumption standards for office equipment purchase and use and measures for disposal of old equipment and supplies see Items 7 and 8 below.
  
- 7. Waste Management:** World Relief is committed to reducing, re-using and recycling waste as much as possible. This will include recycling in the US and in other countries where available. The organization is also committed to reducing the creation of waste. In order to achieve this, the Green Team will define a procedure for a baseline assessment on waste management that each office will need to make and measures to consider and put in place as a part of the annual environmental stewardship plan. One key measure that will need to be defined as a part of the waste management procedure will be the disposal of old equipment so that it is disposed of in the most environmentally friendly way viable for each country and office of operation.
  
- 8. Procurement:** Procedures for environmental stewardship for procurement will be set out in two basic ways:
  - For general procurement for office vehicles, equipment, and supplies a procedure will be set out by the Green Team that defines appropriate standards for equipment, and other environmental standards offices should consider. Procurement for programs and projects for vehicles, general office equipment,

and office supplies should always consider environmental factors using this same procedure developed above.

- For program sector specific procurement—equipment, supplies, commodities, etc.—specific to implementing particular projects and programs by sector (i.e., fertilizer, seed, and solutions for crop pest and disease management in the agricultural sector), the sector environmental guidance defined in Item 3 above must have the procurement standards, parameters and guidelines to carry out the procurement particular to the sector. One factor that these guidelines will need to include is that, while cost issues are important, in addition to cost, preferences for suppliers who take good environmental practice and sustainability seriously and preferences for local suppliers considered.

**9. Policy Management and Monitoring:** Advocacy for the environment, particularly as related to issues that affect the vulnerable will be a part of World Relief's advocacy efforts. We cannot do this alone. World Relief's programs teams, in collaboration with WR's Advocacy Team, will solidify formal collaborative relationships with like-minded environmental alliances and organizations. The Green Team will define, together with the advocacy team, any current policy issues related to the environment that will be a part of the organization's advocacy efforts for the year. Then the team will include these as a part of the annual environmental stewardship plan detailing to the extent possible the level and type of advocacy each policy area will receive in the year.

**10. Environmental Monitoring and Report:** A key part of the procedures to be developed as defined in the nine points above are the need for taking a baseline of our carbon/GHG footprint and other environmental impact indicators and then measuring, monitoring, and reporting on this on a semester or annual basis. The Green Team working with the Cyrus and IT teams will develop either as a part of the various procedures already delineated above or in a separate procedure the methodology and systems to be used to take a baseline and do ongoing measuring, monitoring, and reporting on the diverse impact measures outlined. The teams will also use the data collected to set up an ongoing performance dashboard and an annual variance review process and report on the completion of targets in the annual environmental stewardship plan.

Revision Log	
Date	Description
July 14, 2022	Policy revised to include feedback from WR Green Team and CHS.
April 14, 2022	Policy created. <i>The measures and procedures defined in this policy, unless otherwise noted, will be developed, and implemented progressively for full implementation by December 30, 2023.</i>