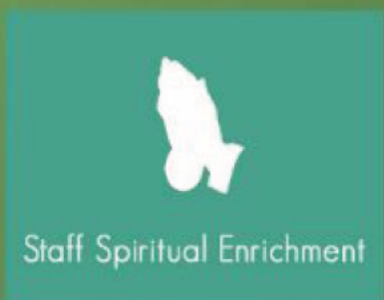
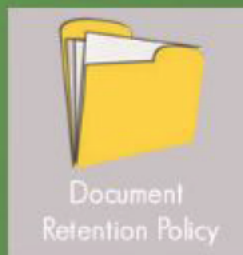
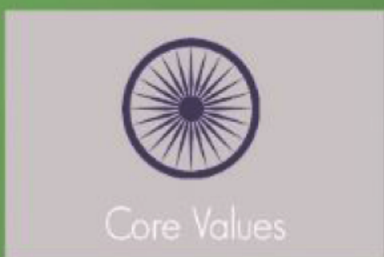


# JK DAG HR Manual



**JK Developmental Action Group (JK DAG)**  
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# JK DAG HR MANUAL

## ORGANISATION POLICIES

### ENVIRONMENT POLICY

#### 2.1.3. Environment Policy

#### JK DAG's ENVIRONMENT POLICY

JK DAG is committed to address issues of environment and to promote the sustenance of both human life and the natural environment. JK DAG will identify policy measures that are creative and meaningful, which provide real solutions to environmental problems while simultaneously recognizing the importance of economic growth in contributing to the alleviation of poverty. This policy statement outlines JK DAG's course of action with regard to environmental issues.

JK DAG hereby adopts Environment Policy (2019), superseding its earlier policy document of 2008.

#### A. DEFINITION OF ENVIRONMENT

Environment is the totality of the physical conditions on the earth or part of it such as air, water, minerals and all other external factors, which surround, affect and influence the life, growth, development and survival of organisms. Environment concerns relate to its degradation primarily through the actions of humans. In the context of Environment Policy, the definition of environment covers all the domains of environment – Physical, Chemical, Biological and Socio- economic aspect.

#### B. BELIEFS

##### I. The Source of our Principles and Practices

1. Our understanding, principles and practices on environment are guided by the Holy Scriptures.
2. In specific instances, we stand to benefit by use of reason and law.
3. Our involvement will be based on environment specific researched data and appropriate traditional knowledge and practices of communities.

##### II. Our Values

1. We believe that the earth (and the entire universe) came into existence through the act of creation by God.
1. We believe that human beings, both women and men were created and commissioned to rule over and care for the earth.
2. We believe that humankind will be held accountable to God to care for and sustain the earth.
4. We believe that the fall of humankind has resulted in the degradation of the environment and that the whole of creation waits and longs for its redemption.

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*PROCEDURES*

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#### C. GOALS

JK DAG actively seeks:

1. To work in and promote projects and programmes that will enhance environmental sustainability.
2. To promote indigenous and culture specific practices that sustains all forms of life and environment.

#### D. ORGANISATIONAL COMMITMENTS

Organizational commitments are specific to time and context and JK DAG in its involvement with the staff, partners and communities at this present time is committed to:

1. Fulfil Sustainable Development Goals 7, 13, 14 & 15, which are specific to environmental issues and also other goals, which contributes to environmental sustainability.
2. Develop and disseminate educational materials and sensitize all stakeholders on environmental issues. (Annexure A)
3. Make guidelines – to use environment friendly materials and instruments in office and projects.
4. Take appropriate actions to save energy and to reduce Carbon Footprint.
5. Promote conservation and protection of environment in the use of resources. (Annexure B)
6. Incorporate environment assessment in the planning and evaluation process of projects. (Annexure C)
7. Undertake programmes to increase positive impacts on the environment and undertake mitigation measures to curb potential negative impact of the projects. (Annexure D)
8. Work towards increasing community resilience and capacity and reducing the risks and mitigating the effects of a disaster. (Annexure E)
9. Advocate and network with like-minded agencies to influence and promote policies and legislations that enhance environmental sustainability. (Annexure F)
10. Provide innovative technological solutions to environment related issues.

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#### I. Towards JK DAG Staff

JK DAG will:

1. Enhance awareness and build capacity of staff on environmental issues to enable them to integrate its principles into their activities and decisions and to respond and act on issues of creation-care both in their role at JK DAG and voluntarily in their non-work lives



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#### II. Towards Partners

JK DAG will:

1. Build capacities of the partners and facilitate appropriate response to implement environmentally sustainable projects and climate resilience.
2. Facilitate the partners to develop their own environment policy.

#### III. In Working with Communities

JK DAG will:

1. Build an informed community encouraging greater participation to advocate on environmental issues of local relevance.
2. Influence local structures of governance to respond to environmental issues of local relevance.

#### IV. Review

The Policy shall be reviewed at opportune time, but not later than once in three years.

#### Sensitize and increase the awareness of all stakeholders on environmental issues.

- Conduct Creation Care workshops
- Conduct CEDRA workshops with faith-based groups
- Promote ECO Sunday celebration every year (in June)
- Conduct Chat sessions among youth
- Produce Monthly newsletter on environmental issues
- Conduct Consultations and Seminars on the Environmental Issues
- Conduct Awareness programme on Creation Care

#### (Annexure B)

Promote conservation and protection of environment in the use of resources.

- Conservation Agriculture in the field projects. Promote usage of organic manure.
- Procure and use energy efficient and environment friendly assets and materials (including usage of LED bulbs, and five star AC)
- Staff consciousness to be increased in avoiding energy waste and minimum energy usage in office. Committed to reducing, re-using and recycling of waste as far as is practically possible. Appropriate methods will be used to dispose of e-wastages.
- Will work towards minimizing Carbon Footprint while travelling. (Avoid two staff travelling together for a particular project-monitoring visit from headquarters). Avoid flights for pre-planned travel schedule.
- Have mostly electronic communication and avoid paper print.
- Optimum use while printing – economic mode and printing on both sides

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- Use recycled papers in the office Work towards procuring electricity from renewable sources.
- Purchasing committee to take environmental factors into account while making decision in procuring assets and materials.
- While taking cost issues into account, preference will be given to suppliers who take good environmental practice seriously.
- Avoid usage of non-biodegradable materials; such as plastic products and thermocol (especially in use and throw products) both in headquarters and in projects.

#### (Annexure C)

Incorporate environment assessment in the planning and evaluation process of projects.

- Environmental Impact Assessment framework for each project at the beginning of the project and assess the same annually.
- Evaluate the project from the point of EIA framework.

#### (Annexure D)

Undertake programmes to increase positive impacts on the environment and undertake mitigation measures to curb potential negative impact of the projects.

- Support projects that focus on ecological restoration and preservation.
- Promote forestry/tree plantation
- Use certified or seeds recommended by the agricultural department
- Avoid usage of chemical fertilizer and chemical pesticide

#### (Annexure E)

Work towards reducing the risks and mitigating the effects of a disaster.

- Promote Natural Resource Management programmes
- Promote alternative livelihood programmes,
- Promote and build watershed harvesting structures, Continuous, Contour Trenches, and approach roads
- Land levelling

#### (Annexure F)

Advocate and network with likeminded agencies to influence and promote policies and legislations that enhance the environmental sustainability.

- Process of Advocacy
- Presence in Networking

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### ENVIRONMENT POLICY

#### **DECLARATION OF COMMITMENT**

To be signed by all JK DAG staff (regular, contracted and project) and volunteers. A copy will be kept on file at the appropriate JK DAG office or personnel file.

**I declare that:**

1. I have **read** and **understood** *JK DAG Environment Policy*.
2. I will **work within the procedure** as laid out in *JK DAG Environment Policy*.

Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_