



In an effort to promote more sustainable law practices, the Colorado Bar Association created the Environmental Sustainability Program ("ESP" or "Program"). The Program challenges Bar Association members to demonstrate their commitment to environmental excellence by taking steps to reduce energy use and resource waste, and to otherwise strive for sustainability, at their firm or place of business ("law practice").

The Program contains three, interconnected components—people, planet, and profit—which are crucial to creating a sustainable practice. For each component, law practices make cost-saving investments, adopt conservation measures, or implement other environmental best practices.

We encourage law practices to meet the ESP challenge at a level they are comfortable with. The levels of achievement, based on the total number of measures adopted, are as follows:

-
- **SILVER:** Your law practice rises to the ESP challenge by implementing 10–15 measures.
-
- **GOLD:** Your law practice rises to the ESP challenge by implementing 16–20 measures.
-
- **PLATINUM:** Your law practice rises to the ESP challenge by implementing more than 20 measures.
-

To participate in the Program, please complete this application by selecting the measures your law practice is performing and provide documentation as indicated. Complete the form for review and approval by the CBA ESP Committee. Once approved, the law practice will need to recertify annually (by July 1) to continue to participate in the program. The CBA ESP Committee will send all participants recertification documentation by May 1.

From time to time the ESP Committee may display the names and/or logos of Program Members on the CBA ESP website and in CBA publications. Please check here if you do not consent to the use of your firm's information in this way

Law Practice Information

Firm Name:

City/zip:

Phone:

CONTACT INFORMATION

Certifying Attorney Name:

Phone:

email:

PEOPLE

- 1. My law practice has adopted the following environmental sustainability mission statement. *(See attached Model Sustainability Mission Statement)**

Please describe here or attach:

- 2. My law practice provides sustainability education and awareness to employees through the following actions (examples: bringing in local experts, utilizing webcasts, and distributing electronic newsletters). *

Please describe here or attach:

- 3. My law practice dedicates a portion of its website to environmental sustainability awareness and education. Please provide your website address here:

- 10. My law practice maintains video conferencing capabilities and encourages the use of video conferencing in lieu of travel to the extent practicable. Please describe or attach:

PLANET

- 11. My law practice donates a minimum of the monetary equivalent of 10 hours of legal services per year to the following non-profit organization dedicated to sustainability. Please describe or attach:

- 12. My law practice uses “green” vendors whenever possible. See, e.g., http://www.epa.gov/epp/pubs/buying_green_online.pdf.
- 13. My law practice and our building services (as applicable) use VOC-free cleaning products.
- 14. My law practice uses energy efficient light bulbs in all accessible lighting fixtures.
- 15. My law practice has adopted low-power management by modifying computers to automatically enter sleep mode after no more than 15 minutes of inactivity.

- 16. My law practice uses "smart" power strips to power down computers and other electronics when not in use.
- 17. My law practice uses sensors that automatically adjust lighting or turn lights on and off.
- 18. My law practice uses automatic programmable thermostats to reduce energy use.
- 19. My law practice participates in the [EPA Energy Star Program](#).**
- 20. My law practice participates in the [EPA Green Power Partnership Program](#).**
- 21. My law practice is a member of the [U.S. EPA WasteWise Program](#).**
- 22. My law practice participates in a comingled recycling program.
- 23. My law practice arranges for proper disposal of all electronic waste using only recyclers listed at <http://e-stewards.org>.
- 24. My law practice participates in a composting program.

PROFIT

- 25. My law practice uses duplex printing whenever possible by setting duplex as the default print option for attorneys and staff and/or taking the following other steps. Please describe or attach:

- 26. My law practice has adopted paperless filing practices. See, e.g., http://www.cobar.org/tcl/tcl_articles.cfm?articleid=7415.

- 27. My law practice implements [ABA Office Paper Management Best Practices](#).**

- 28. My law practice has had an energy/water use audit conducted by the following bona fide outside audit company to identify solutions to improve energy and water efficiency. Please state audit company and describe audit results:

- 29. My law practice has implemented ___ of the recommendations from the energy/water use audit it had conducted. [The law practice can take credit for each recommendation of an energy audit implemented as a measure towards its participation in the Environmental Sustainability Program so long as such measures are not duplicative of other measures specifically mentioned in this application that the law practice is implementing and is seeking credit for.] Please describe or attach:

- 30. My law practice tracks and assesses the costs of its energy consumption, transportation footprint, and/or water usage for its own internal use. Please describe or attach:

31. In addition to tracking, my law practice has adopted goals to reduce its energy consumption, transportation footprint, and/or water use in the following ways. Please describe or attach:

32. My law practice offsets its carbon footprint through contributions to the Colorado Carbon Fund or the following similar voluntary carbon offset program. Please state the name of the carbon offset program:

* These are mandatory measures for participation in the Program.

** Implementing this measure could make your law practice eligible for the [ABA-EPA Law Office Climate Challenge](#).

Total number of pledges:

PLEDGE LEVEL (based on number of measures certified above)

SILVER (10-15)

GOLD (16-20)

PLATINUM (20+)

CERTIFICATION

I, _____, am an attorney in a management position or am authorized to sign by an attorney in a management position at _____.

I am admitted to practice law in Colorado, I am a member of the Colorado Bar Association, and my bar number is _____.

I certify that this document and all attachments were prepared under my direction or supervision and, to the best of my knowledge and belief, are true, accurate, and complete.



Model Law Practice Environmental Sustainability Mission Statement¹

It is in the best interests of our law organization and society as a whole that our organization moves along the path to sustainability and environmental responsibility. To that end, we will strive to achieve the following vision of performance, publicly communicate this commitment, and periodically report our progress and challenges in fulfilling it.

1. Environmental Responsibility and the Wise Management and Use of Natural Resources

- a. *Resource and Energy Conservation.* We will conserve our use of natural resources and energy to the extent practicable.
- b. *Waste Management.* We will reduce, to the extent practicable, the wastes we generate from our operations, and handle them in a safe, legal, and responsible way to minimize their environmental effects.
- c. *Pollution Prevention.* We will reduce, to the extent practicable, the direct and indirect emissions of greenhouse gases and other harmful pollutants from our operations and travel.

2. Awareness and Advice

We will help raise the awareness of our employees about sustainability issues in the primary fields of our legal practice, and include consideration of such issues in the advice we provide our clients.

¹ Adapted from the ABA Model Sustainability Policy
http://www.americanbar.org/content/dam/aba/administrative/nr/projects/model_law_policy/aba_model_law_policy_rev17.authcheckdam.pdf