

ZIP Institute – Environmental Policy

1. Purpose

ZIP Institute recognizes the urgent need to protect the environment and promote sustainable development.

This Environmental Policy defines the principles and actions through which the Institute integrates environmental responsibility into its operations, project design, and stakeholder engagement.

The policy is aligned with the UNOPS Environmental Management Principles, the EU Green Deal, and the national legislation of the Republic of North Macedonia.

2. Commitment

ZIP Institute is committed to:

- Conducting all its activities in an environmentally responsible and sustainable manner;
- Complying with all applicable environmental laws, regulations, and donor requirements;
- Preventing pollution and reducing its ecological footprint;
- Promoting environmental awareness among staff, partners, and beneficiaries;
- Integrating environmental sustainability as a cross-cutting priority in all projects, including *EUNERGY Index – Civic Scorecard on Green Reform Progress*.

3. Principles of Environmental Responsibility

ZIP Institute applies the following principles across its institutional and project operations:

1. Compliance:
Adhere to all relevant environmental legislation and donor environmental safeguard policies.
2. Prevention and Reduction:
Avoid or minimize negative environmental impacts through careful planning, efficient use of resources, and environmentally friendly procurement practices.
3. Sustainable Resource Use:
Prioritize renewable and energy-efficient options, reduce consumption of paper, water, and energy, and promote the use of sustainable materials.

4. **Waste Management:**
Ensure responsible handling, separation, and recycling of waste. Avoid single-use plastics and encourage digitalization to reduce paper waste.
 5. **Green Procurement:**
Select suppliers and contractors who demonstrate environmentally responsible practices and products.
 6. **Awareness and Capacity Building:**
Provide environmental awareness training for staff, partners, and project beneficiaries to promote sustainable behaviour and practices.
 7. **Continuous Improvement:**
Periodically review environmental practices, monitor performance, and identify opportunities for improvement.
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4. Environmental Integration in Projects

For each project implemented by ZIP Institute:

- Environmental sustainability is assessed during project design and implementation.
 - Activities are evaluated for potential impacts and mitigation measures are incorporated.
 - Preference is given to initiatives supporting the green transition, renewable energy, and climate resilience.
 - Communication materials and public events are designed with minimal environmental footprint (e.g., electronic dissemination, sustainable venues, and reusable materials).
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5. Roles and Responsibilities

- The Executive Director oversees policy implementation at the institutional level.
 - Project Managers ensure that environmental considerations are included in project planning, procurement, and reporting.
 - All staff and partners share responsibility for adhering to this policy and promoting environmentally sound practices.
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6. Monitoring and Review

ZIP Institute will monitor its environmental performance annually and update this policy as needed to reflect evolving standards and best practices.

7. Approval

This Environmental Policy was adopted by ZIP Institute on 02 May 2028 and applies to all operations and projects of the organization.

Signed:

Agim Selami

Executive Director ZIP Institute

Date: 02 May 2018

(Stamp and signature)

