Microsoft Theater (Event Operations) OBJECTIVES & TARGETS

	2013-2015 OBJECTIVES	TARGETS 2013-2015	INDICATORS	DEADLINE
1	**ENERGY:** **Reduce Electricity Consumption 12%**	1. Continue to communicate appropriate times to turn on energy-consuming equipment such as escalators and hallway & ornamental lights in production notes 2. Communicate with appropriate sponsor (currently in transition TBD) to encourage reduction in timing of use of what is currently known as the Nokia Light Wall, especially on non-event days 3. Install high performance LED lights to reduce electricity required for work and performance lighting	1. Information listed in Production Notes 2. Reduced energy consumption *note-subject to sponsor's discretion as they are responsible for the electiricty used for this feature* 3. Increase in LED lighting	1. December 2013 2. December 2015 3. December 2015 *note LED work lights, wall sconces and North & South exit hall lights changed by Dec. 2014*
2	**WASTE:** **Achieve 75% Diversion Rate by 2015**	1. Ensure waste is being handled properly by ABM and Waste Management 2. Provide dock maps/waste guides to clients & Event/Production Managers to reinforce proper waste disposal procedures 3. Provide clients with recycling bins in production offices 4. Ensure left over promotional items for events are recycled whenever possible	1. Regular updates from partners to NTLA management staff 2. Waste Guide/Doc Map is available and distributed 3. Recycling bins in production offices 4. Log of donated Items	1. December 2013 2. December 2014 3. December 2014 4. December 2014
3	**WASTE:** **Increase Diversion of Hazardous and Universal Waste**	1. Provide battery buckets in production offices and media rooms/spaces 2. Educate employees/team members, Production Managers, and clients on E-waste recycling procedures in the building and provide signage and a map of where to dispose of it on site	1. Battery Receptacle(s) available 2. Battery and E-waste container(s) in use	1. December 2013 2. December 2014
4	**SUSTAINABLE PURCHASING:** **Increase Sustainable Purchasing: Consumables & Technology**	1. Use AEG's Environmentally Preferable Purchasing (EPP) Guidelines & Engineering's Building Lighting Standard when purchasing equipment, office supplies & new light fixtures	1. Increase of energy efficient products, products that are made out of recycled content and products that can be recycled	1. December 2015
5	**EDUCATION:** **Increase Environmental Education to 100%**	1. Add environmental messaging to existing training materials and meetings	1. Environmental messaging in existing training materials	1. December 2013
6	**EDUCATION:** **Increase Sustainable Event Management**	1. Assist in the promotion and implementation of Event Greening Options	1. Event Greening Options & increase in Green Event Services	1. December 2015
7	**EDUCATION:** **Increase Emergency Preparedness to 100%**	1. Continue to educate clients on emergency procedures while they are on-site 2. Conduct an Annual Employee Emergency Evacuation Training	1. Updated emergency procedures information included in production documents 2. Tracked emergency preparedness training	1. December 2013 2. December 2014