

**April 22, 2008, Rev. 8: Final**  
**ABA Model Sustainability Policy and Implementation Guidelines**  
**For Law Organizations**

(Note: This document has not yet been reviewed or approved by the ABA Board of Governors or House of Delegates and therefore does not yet represent the formal policy of the American Bar Association. It will be submitted to the HOD in May 2008 with a recommendation for approval at the August 2008 ABA meeting.)

**E. References**

**0. General**

- a. *The Sustainability Handbook—The Complete Management Guide to Achieving Social, Economic and Environmental Responsibility* (Environmental Law Institute, 2007), (covers sustainability programs at large and small companies, NGOs, universities, and local governments).
- b. Guidance on public sustainability reporting and ideas for performance measurements may be found at the Global Reporting Initiative website, at <http://www.globalreporting.org/>. A law organization may declare its report to be a GRI report if it reports performance on 10 GRI indicators, including at least one each under the economic, social and environmental categories, respectively.

**1. Economic success: the wise use of financial resources**

- a. Organization's Economic Prosperity  
Practice tips on starting and running a law firm from the ABA General Practice, Solo and Small Firm Division, at <http://www.abanet.org/genpractice/resources/startafirm.html>
- a. Community's Economic Prosperity

**2. Social responsibility: respect for people**

- a. Respect for Employees
  - (1) Work-life balance guidance from the ABA General Practice, Solo and Small Firm Division, at <http://www.abanet.org/genpractice/resources/life.html>
  - (2) ABA House of Delegates Resolution 111A (Feb. 3, 1997) promoting the use of alternative work schedules, at <http://www.abanet.org/environ/about/resolutions/alternativeworkschedules.shtml>
- b. Diversity, Fair Hiring Practices
  - (1) Molly McDonough, "Demanding Diversity—Corporate Pressure Is Changing the Racial Mix at Some Law Firms," *ABA Journal*, vol. 91(March 2005).
  - (2) *Diversity in the Workplace: A Statement of Principle*, at <http://www.acc.com/gcadvocate/diversitystmt.html>
  - (3) ABA Section on Labor and Employment Law, at <http://www.abanet.org/labor/>
  - (4) ABA Advisory Council on Diversity, at [www.abanet.org/leadership/diversity.html](http://www.abanet.org/leadership/diversity.html)
  - (5) ABA Commission on Racial and Ethnic Diversity in the Profession, at [www.abanet.org/minorities](http://www.abanet.org/minorities)
- c. Responsible Governance; Professional Courtesy.
  - (1) ABA Center for Professional Responsibility, [www.abanet.org/cpr](http://www.abanet.org/cpr)
  - (2) ABA ETHICSearch Ethics Research Service, at <http://www.abanet.org/cpr/ethicsearch/>
- d. Dealing With Clients  
ABA Center for Professional Responsibility, at [www.abanet.org/cpr/](http://www.abanet.org/cpr/)
- e. Awareness and Advice
- f. Well-being of Stakeholders
  - (1) ABA Standing Committee on Pro Bono and Public Service; the Center for Pro Bono, at <http://www.abanet.org/legalservices/probono/>
  - (2) ABA Section of Individual Rights and Responsibilities, at [www.abanet.org/irr](http://www.abanet.org/irr)
  - (3) ABA Center for Human Rights, at <http://www.abanet.org/humanrights/home.html>

### **3. Environmental responsibility: respect for life; the wise management and use of natural resources**

- (1) Oregon Lawyers for a Sustainable Future, *Law Office (Environmental) Sustainability Tools*, at [http://www.earthleaders.org/olsf/office\\_practices](http://www.earthleaders.org/olsf/office_practices)
- (2) Janine Robben, "The Case for Sustainability," *Oregon State Bar Bulletin*, Feb./Mar. 2007, pp.17-23.
- (3) ABA Section on Environment, Energy and Resources, at <http://www.abanet.org/environ/>

#### **a. Resource and Energy Conservation**

- (1) ABA-EPA Office Climate Challenge Program, at <http://www.abanet.org/environ/climatechallenge/home.shtml>
- (2) ABA-EPA *Law Office Guide to Energy Efficiency*, at <http://www.abanet.org/environ/climatechallenge/lawofficeguide.pdf>
- (3) *Working 9 to 5 on Climate Change: An Office Guide*, by S. del Pino and P. Bhatia (WRI), at [http://www.safeclimate.net/business/measuring/WRI\\_CO2Guide.pdf](http://www.safeclimate.net/business/measuring/WRI_CO2Guide.pdf)
- (4) *The Carbon Trust Carbon Footprint Calculator for Small and Medium-sized Businesses*, at <http://www.carbontrust.co.uk/solutions/CarbonFootprinting/FootprintCalculators.htm>
- (5) Leadership in Energy and Environmental Design (LEED) program of the US Green Building Council, at <http://www.usgbc.org/DisplayPage.aspx?CategoryID=19>
- (6) US Department of Energy's Energy Star™ certification program for energy-efficient equipment, at <http://www.energystar.gov/>

#### **b. Waste and Pollution Prevention and Management**

#### **c. Reduction of Supply Chain Impacts**

- (1) CERES *Green Hotel Initiative* (best practice checklists and other tools), at <http://www.ceres.org/> then search *hotel*.
- (2) Oregon Lawyers for a Sustainable Future, *Law Office (Environmental) Sustainability Tools*, at [http://www.earthleaders.org/olsf/office\\_practices](http://www.earthleaders.org/olsf/office_practices) (includes checklists for tenant improvements and office building managers)