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ABA SEER Sustainability Framework for Law Organizations

(Note: This framework has been approved by the Council of the ABA Section of Environment, Energy and Resources (SEER) and is supported by the ABA Standing Committee on Environment Law, the Law Practice Management Section and other ABA groups.)

D. References

0. General --Triple Bottom Line Approach to Law Firm Sustainability

- (1) *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).
- (2) Guidance on public sustainability reporting and ideas for performance measurements may be found at the Global Reporting Initiative website, at 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.
- (3) The International Organization for Standardization's ISO 26000 Guideline Standard on Social Responsibility, applicable to organizations of all types and sizes, at <http://isotc.iso.org/livelink/livelink/fetch/2000/2122/830949/3934883/3935096/home.html?nodeid=4451259&vernum=0>
- (4) Association for the Advancement of Sustainability in Higher Education, *Sustainability Tracking, Assessment and Rating System, (STARS), 1.0* (January 2010), endorsed by over 500 universities and colleges, available at www.aashe.org/files/documents/STARS/STARS_1.0_Technical_Manual.pdf
- (5) Michael Nasi, "Greening the Bar Through Sustainability Initiatives," *Texas Bar Journal*, April 2009, available at http://www.texasbar.com/Template.cfm?Section=Past_Issues&Template=/ContentManagement/ContentDisplay.cfm&ContentID=23748
- (6) James Brusslan, Rachael Roper, and William Blackburn, "Green is Good But Sustainability is the Goal," presentation at the Law Marketing Association Green Conference, Chicago, Sept 25, 2009 http://www.nixonpeabody.com/linked_media/publications/LMA_midwest_sustainability_presentation_September_2009.pdf.
- (7) Barry Woods, "Advancing the New Economy—Oregon Lawyers Embrace Sustainability," *Oregon State Bar Bulletin*, Oct. 2009, available at <http://www.osbar.org/publications/bulletin/09oct/newecon.html>
- (8) Freshfields Bruckhaus Deringer LLP, *Corporate social responsibility: Making a difference around the world*, April 2009, at <http://www.freshfields.com/csr/downloads/2008csr.PDF>
- (9) *The 21st Century Corporation: The CERES Roadmap for Sustainability* (2009), at <http://www.ceres.org/Page.aspx?pid=1211>
- (10) *ABA Multistate Forum on Law Organization Sustainability Practices*, status report, January 15, 2010, at <http://www.abanet.org/enviro/committees/climatechange/>
- (11) Washington Lawyers for Sustainability, (various training programs and tools), at <http://www.washingtonlawyersforsustainability.org>

1. Economic success: the wise use of financial resources

a. Organization's Economic Prosperity

- (1) Practice tips on starting and running a law firm from the ABA General Practice, Solo and Small Firm Division, at www.abanet.org/genpractice/resources/startafirm.html
- (2) Law Practice Management Section, at <https://www.abanet.org/lpm/home.shtml>

b. 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 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 www.abanet.org/environ/about/resolutions/alternativeworkschedules.shtml
- (3) ABA Commission on Lawyer Assistance Programs, at <http://www.abanet.org/legalservices/colap/>

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 www.acc.com/vl/public/Article/loader.cfm?csModule=security/getfile&pageid=16074
- (3) ABA Section on Labor and Employment Law, at www.abanet.org/labor/
- (4) ABA Center for Ethnic and Racial Diversity, at www.abanet.org/diversity/
- (5) ABA Advisory Council on Diversity, at www.abanet.org/leadership/diversity.html
- (6) ABA Commission on Racial and Ethnic Diversity in the Profession, at www.abanet.org/minorities
- (7) ABA Presidential Commission on Diversity, *Diversity in the Legal Profession-- the Next Steps: Report and Recommendations* (2010), available at http://new.abanet.org/centers/diversity/PublicDocuments/Diversity_Summary_Report.pdf

c. Responsible Governance; Professional Courtesy.

- (1) ABA Center for Professional Responsibility, at www.abanet.org/cpr
- (2) ABA ETHICSearch Ethics Research Service, at www.abanet.org/cpr/ethicsearch/

d. Dealing With Clients

ABA Center for Professional Responsibility, at www.abanet.org/cpr

e. Awareness and Advice

Council of Bars and Law Societies of Europe, *CSR: Corporate Social Responsibility and the Role of the Legal Profession—A Guide for European Lawyers*, Update No. 2, June 2008, available at http://www.ccbe.org/fileadmin/user_upload/NTCdocument/EN_CSR_guidelinespd1_1221057092.pdf (defines CSR using the triple bottom line; especially useful for lawyers who have client’s with European operations)

f. Well-being of Stakeholders

- (1) ABA Standing Committee on Pro Bono and Public Service; the Center for Pro Bono, at www.abanet.org/legalservices/probono/; for pro bono volunteer opportunities, see www.abanet.org/legalservices/probono/volunteer.html
- (2) ABA House of Delegates Resolution 121A, *Recommendation on Pro Bono Policies and Procedures*, adopted Aug. 7-8, 2006, at <http://www.abanet.org/leadership/2006/annual/dailyjournal/hundredtwentyonea.doc>
- (3) The Pro Bono Institute and The Law Firm Pro Bono Challenge[®] at www.probonoinst.org .
- (4) ABA Section of Individual Rights and Responsibilities, at www.abanet.org/irr
- (5) ABA Center for Human Rights, at www.abanet.org/humanrights/home.html

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

General

- (1) Oregon Lawyers for a Sustainable Future, *Law Office (Environmental) Sustainability Tools*, at www.earthleaders.org/olsf/office_practices
- (2) Janine Robben, “The Case for Sustainability,” *Oregon State Bar Bulletin*, Feb./Mar. 2007, pp.17-23, at <http://www.osbar.org/publications/bulletin/07febmar/sustainability.html>
- (3) Rachael Loper and Robert Loper, “How Green is My Law Firm,” White Paper for The Legal Marketing Association, Nov. 2008, available at <http://www.legalmarketing.org> and www.carltonfields.com/files/upload/Going%20Green%20-%20FINAL%5B1%5D.pdf .
- (4) ABA Section on Environment, Energy and Resources, at www.abanet.org/environ/

- (5) State Bar of California *Lawyers Eco-Pledge and Law Office Sustainability Policy and Guidelines* (practices), adopted by the California State Bar Board of Governors, Oct. 3, 2008, at calbar.ca.gov/calbar/pdfs/bog/special/Eco-Pledge-Policy.pdf and www.calbar.ca.gov/state/calbar/calbar_generic.jsp?cid=10144&n=93887 .
- (6) Massachusetts State Bar Association *Lawyers Eco-Challenge and Green Guidelines* (including pledge, green guidelines and other resources) , Jan. 8, 2008, at www.massbar.org/about-the-mba/initiatives/lawyers-eco-challenge
- (7) The Greater Philadelphia Green Business Commitment—Tenant Checklist and Owner Checklist, at www.phillygreenbiz.com/the-checklist
- (8) *Green Cities California* (environmental tools and best practices drawn from 10 California cities), at www.greencitiescalifornia.org/
- (9) Chicago Green Office Challenge, at www.chicagogreenofficechallenge.org/pages/take_the_challenge_/6.php
- (10) Illinois Green Governments Coordinating Council (information on green practices for offices, state and local governments and educational institutions), at www.standingupforillinois.org/green/govdb.php
- (11) *Green Office Guide*, by the city of Portland, OR at www.oregon.gov/ENERGY/CONS/BUS/docs/Green_Office_Guide.pdf
- (12) Columbus Bar Association *Green Initiative*, at <http://www.cbalaw.org/committees/service/green-initiative/>
- (13) Columbus, OH *GreenSpot* Program, at <http://www.columbusgreenspot.org/>
- (14) Kyle Schoppmann, Mindee Metz, and Sally R. Wilson, “Law Firms Build a Case for Green,” CB Richard Ellis Special Report (2010), at http://marketing.cbre.com/corpcomm/misc/LFPG_Sustainability_Report_ONLINE.pdf
- a. Resource and Energy Conservation
- (1) *ABA-EPA Law Office Guide to Energy Efficiency*, at www.abanet.org/environ/climatechallenge/lawofficeguide.pdf
- (2) *Leadership in Energy and Environmental Design* (LEED) program of the US Green Building Council, at www.usgbc.org/DisplayPage.aspx?CategoryID=19
- (3) ABA SEER, *One Million Trees Project - Right Tree for the Right Place at the Right Time*, a nationwide public service project, at http://www.abanet.org/environ/projects/million_trees/home.shtml
- b. Waste and Pollution Prevention and Management
- (1) *ABA-EPA Office Climate Challenge Program*, at www.abanet.org/environ/climatechallenge/home.shtml , and February 2009 ABA House of Delegates resolution supporting it.
- (2) Office Carbon Footprint Calculator (*Worksheet for Computing an Approximate Greenhouse Gas (GHG) Footprint for a Commercial Business*), by United Stationers Supply Co. and William Blackburn Consulting, Ltd., at <http://www.abanet.org/environ/committees/climatechange/>
- (3) *The Carbon Trust Carbon Footprint Calculator for Small and Medium-sized Businesses*, at www.carbontrust.co.uk/solutions/CarbonFootprinting/FootprintCalculators.htm
- (4) *A Consumer’s Guide to Retail Carbon Offset Providers*, by Clear Air, Cool Planet, at www.cleanair-coolplanet.org/ConsumersGuidetoCarbonOffsets.pdf
- (5) *Offsetting Emissions: A Business Brief on the Voluntary Carbon Market*, by BSR and Ecosystem Marketplace, at www.bsr.org/reports/BSR_Voluntary-Carbon-Offsets-2.pdf
- (6) *Working 9 to 5 on Climate Change: An Office Guide*, by S. del Pino and P. Bhatia (WRI), at http://pdf.wri.org/wri_co2guide.pdf
- c. Reduction of Supply Chain Impacts
- (1) *Guidance on Green Office Supplies for Federal Agencies*, at www.epa.gov/oaintrnt/practices/supplies.htm
- (2) *Enviro-Purchasing website for Rutgers University*, US EPA, et al. with green product database and other tools, at aesop.rutgers.edu/~envpurchase/index.htm

- (3) CERES *Green Hotel Initiative* (best practice checklists and other tools), at www.ceres.org/Page.aspx?pid=761
 - (4) Oregon Lawyers for a Sustainable Future, *Law Office (Environmental) Sustainability Tools*, at www.earthleaders.org/olsf/office_practices_ (includes checklists for tenant improvements and office building managers)
 - (5) State Bar of California *Model Law Office Sustainability Guidelines* (includes guidance on green meetings and the use of sustainable service providers), at www.calbar.ca.gov/state/calbar/calbar_generic.jsp?cid=10145&n=93041
 - (6) Massachusetts State Bar Association *Lawyers Eco-Challenge* (includes guidance on environmentally conscious purchases), at www.massbar.org/about-the-mba/initiatives/lawyers-eco-challenge
 - (7) The Greater Philadelphia Green Business Commitment—Tenant Checklist and Owner Checklist (Section III on Operations and Procurement), at www.phillygreenbiz.com/the-checklist
 - (8) Environmental Defense Paper Calculator (quantifies the environmental benefits of various paper choices), at www.environmentaldefense.org/papercalculator/
 - (9) Carbon content/ energy use for paper products, at www.environmentaldefense.org/documents/1618_WP3.pdf
 - (10) US Department of Energy’s Energy Star™ certification program for energy-efficient equipment, at www.energystar.gov/
 - (11) Electronic Product Environmental Assessment Tool (EPEAT), at www.epeat.net/Criteria.aspx
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