

FY2024

# Environmental Management Report

Institute for Global Environmental Strategies (IGES)



**IGES**

公益財団法人  
地球環境戦略研究機関



環境省  
エコアクション21  
認証番号0008144

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# 1. Organisation overview

Institute for Global Environmental Strategies (IGES)

公益財団法人 地球環境戦略研究機関

## Business overview

IGES was established in April 1998 under an initiative of the Japanese government and with the support of Kanagawa Prefecture, with the aim of creating a new paradigm for global civilisation, developing innovative policy approaches for sustainable development and conducting policy and practical research (strategic research) to create strategies for environmental measures, embodying the results in policymaking by various actors, and achieving sustainable development on a global scale, especially in the Asia-Pacific region.

We promote integrated and inclusive initiatives across the fields of climate change, biodiversity, and establishment of a circular society and circular economy in collaboration with international organisations, governments, local governments, research institutions, businesses, NGOs and citizens aiming to create impact on various policy formation processes and national and international discussions through co-design, co-implementation, co-production and co-delivery approaches.

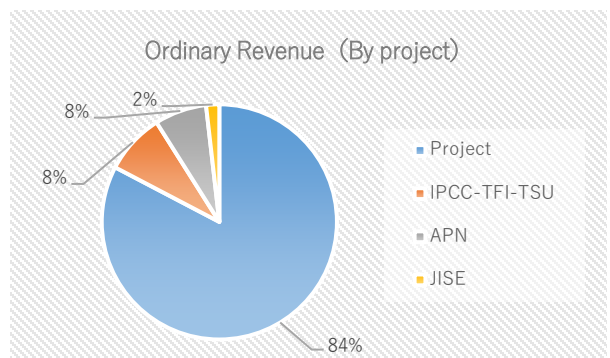
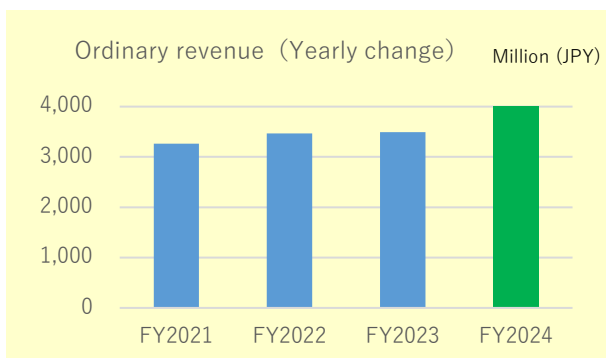
## Office and address

- ◇ **Hayama Headquarters**  
2108-11, Kamiyamaguchi, Hayama, Kanagawa, 240-0115, Japan
- ◇ **Tokyo Sustainability Forum**  
Shinbashi SY Bldg. 4F, 1-14-2, Nishi-Shinbashi, Minato-ku, Tokyo, 105-0003, Japan
- ◇ **Kansai Research Centre**  
East Bldg. 5F, Disaster Reduction and Human Renovation Institution, 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo, 651-0073, Japan
- ◇ **Kitakyushu Urban Centre**  
International Village Center 3F, 1-1-1, Hirano, Yahatahigashi-ku, Kitakyushu, Fukuoka, 805-0062, Japan
- ◇ **Asia-Pacific Network for Global Change Research (APN)**  
East Bldg. 4 F, Disaster Reduction and Human Renovation Institution, 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo, 651-0073, Japan
- ◇ **Bangkok Regional Centre**  
2103, 21st Floor, Liberty Square Building, 287, Si Lom Road, Si Lom, Bang Rak, Bangkok 10500, Thailand
- ◇ **Beijing Office**  
IGES Sino-Japan Cooperation Project Office, Room No.1114, 11F, Sino-Japan Friendship Center for Environmental Protection, No.1 Yuhuinanlu, Chaoyang District Beijing, 100029, China

## History

- April 1998 Inauguration of IGES under an initiative of the Japanese government and with the support of Kanagawa Prefecture
- September 1999 Establishment within IGES of the Technical Support Unit (TSU) for the IPCC Task Force on National Greenhouse Gas Inventories
- October 1999 Establishment of the Kitakyushu Office
- June 2001 Establishment of the Kansai Research Centre
- April 2003 IGES was granted Special Consultative Status under the United Nations Economic and Social Council (UN/ECOSOC)
- May 2003 Opening of the IGES Bangkok Project Office
- April 2004 IGES takes on the role of Secretariat for Asia-Pacific Network for Global Change Research (APN)
- July 2006 Opening of the Beijing Office
- April 2007 Japanese Center for International Studies in Ecology (JISE) was merged with IGES
- April 2010 Kitakyushu Office renamed the Kitakyushu Urban Centre
- June 2011 Opening of the IGES Regional Centre in Bangkok
- April 2012 IGES made the transition to a public-interest incorporated foundation
- March 2015 Establishment of the IGES Centre Collaborating with UNEP on Environmental Technologies (CCET) at IGES HQ
- April 2015 Establishment of Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) TSU for the Regional Assessment for Asia and the Pacific (TSU-AP)
- September 2015 Establishment of the UNFCCC-IGES Regional Collaboration Centre (RCC) in IGES Regional Centre in Bangkok
- July 2017 Tokyo Office renamed the Tokyo Sustainability Forum
- February 2019 Establishment of IPBES TSU for the assessment of invasive alien species (IAS)
- March 2024 Establishment of TSU for the IPBES Task Force on Scenarios and Models of Biodiversity and Ecosystem Services

## Scale of Business (FY2024)



# 2. Eco Action 21 (EA21) Implementation Policy, Environmental Management Goals and Environmental Management Plan

## Scope of Eco Action 21

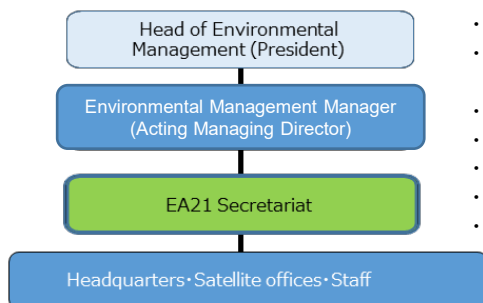
As of June 2025

Office < Japan >	Total floor area(m <sup>2</sup> )	Number of employees
Hayama Headquarters	7,408	167
Tokyo Sustainability Forum (TSF)	303	13
Kansai Research Centre (KRC)	232	10
Kitakyushu Urban Centre (KUC)	150	8
Asia-Pacific Network for Global Change Research (APN)	196	11

We have two international offices (Bangkok and Beijing), and although these offices are not under the scope of EA21 audits, they are conducting voluntary activities to reduce the environmental impact by referring to examples of initiatives taken at our headquarters and offices in Japan.

Period covered by EA21 activities in FY2024: 1 July 2024 – 30 June 2025

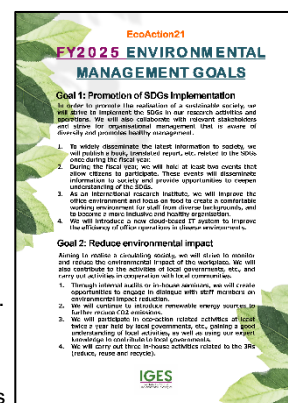
### Organisational Chart of EA21 Implementation



### Activities of the EA21 Committee

- Setting Environmental Goals
- Developing annual schedule of activities
- Initiatives for SDGs-related activities
- Reducing environmental impact
- Conducting interim audit
- Preparation of posters, notice boards, etc.
- EA21 interim/renewal audits

Poster of FY2025 Environmental Goals



### Environmental Management Policy

Established on 1 October 2008

We, as members of the research institute "IGES" that conducts pragmatic and innovative strategic policy research on sustainable development, commit to this Environmental Policy while managing our daily operations, obeying the relevant environmental law and the agreement and achieving our research objectives.

**Sustainability** Recognising the happiness and well-being of future generations, we contribute to realising sustainable development through changing resource intensive lifestyles and value systems.

**Action** We demonstrate our principles and research outcomes by promoting environmentally sustainable, socially acceptable, and economically feasible practices. Further, we endeavour to reduce the environmental footprint incurred in carrying out our mission.

**Culture** We aim to advocate the principles of sustainable development by utilising local wisdom and tradition, respecting gender balance and cultural diversity.

**Local Engagement** We promote and participate in local actions with communities and youth, encouraging sustainability and a learning society.

**International Collaborations** Through trans-boundary collaboration, we work to create international communities of practice by sharing ideas and expertise towards sustainable development.

TAKEUCHI Kazuhiko, President, IGES

### 10 Articles of Environmental Management

Established in July 2022

In order to achieve our environmental targets, we have established the "10 Environmental Articles" as actions that each of our employees can take, and we are working on them voluntarily and proactively.

1. Each and every employee will carry out their work in an environmentally friendly manner with the aim of transitioning to a sustainable society, including net-zero.
2. We strive to reduce the environmental impact of travel, including overseas business trips.
3. IT is used to promote paperless operations in business to reduce the use of paper resources and improve operational efficiency.
4. We try to save energy by maintaining proper air conditioning (room temperature 28° C in summer and 20° C in winter) and switching off unused lights, PCs, printers, etc.
5. We expand the use of renewable energy sources.
6. We separate waste, reduce waste and recycle.
7. We minimise water use and conserve water.
8. We purchase environmentally friendly goods (e.g. goods bearing the Eco Mark).
9. The status of initiatives, environment-related regulations, etc. are regularly checked and any problems are promptly rectified.
10. We disseminate Eco Action 21 initiatives widely inside and outside the institute.

# Environmental Management Goals and Environmental Management Plan and Report

## Medium-Term Environmental Management Goals

### Environmental Management Goals and Environmental Management Plan for FY2024

#### Goal 1 Promotion of SDGs Implementation

To realise a sustainable society, we will continue to put the SDGs into practice in our own operations. We will promote activities in collaboration with relevant stakeholders, and aim to manage IGES in a diverse and inclusive way.

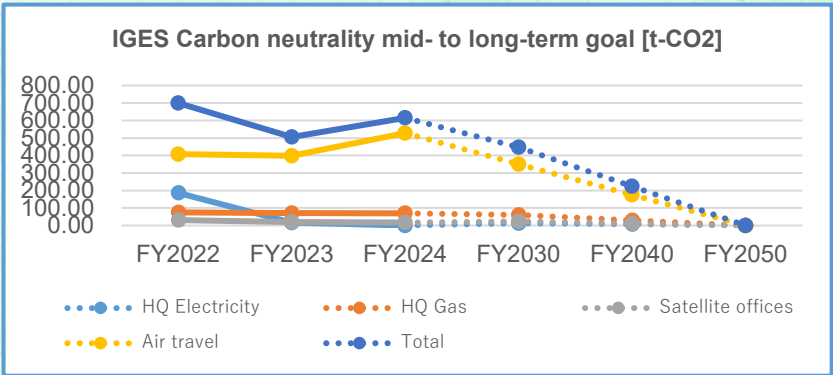
- (1) In order to promote the SDGs, we will publish related books, translated reports, etc. once a year and disseminate the latest information widely to society.
- (2) We will hold a public participatory event more than twice every year to widely disseminate information to society, and provide an opportunity for everyone to enhance understanding of the SDGs.
- (3) As an international research institute, we will develop an DE&I Vision for IGES as a whole, aiming to create comfortable working environment for staff with diverse backgrounds and become an inclusive organisation.
- (4) We will introduce a new, cloud-based work management processing system and improve the efficiency of paperwork processing in the same way in diverse environments.

<Achievement Status> (◎: Achieved ○: Largely achieved △: Not yet achieved)

Contents of Goals	Initiatives	Achievements
(1) In order to promote the SDGs, we will publish related books, translated reports, etc. once a year and disseminate the latest information widely to society.	<ul style="list-style-type: none"> <li>· United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) SDG Progress Reports, etc.</li> </ul>	<ul style="list-style-type: none"> <li>· "How Cities Can Steer the SDGs Back on Track" (October 2024)</li> <li>· "Synergistic Solutions for Climate Change and SDG Action: Closing the Ambition Gap for the Future We Want" (a translation of the "Executive Summary and Recommendations" section of the Second Report released on the occasion of the 2024 High-Level Political Forum) (November 2024)</li> </ul>
(2) We will hold a public participatory event more than twice every year to widely disseminate information to society, and provide an opportunity for everyone to enhance understanding of the SDGs.	<ul style="list-style-type: none"> <li>· ISAP2024</li> <li>· A joint webinar co-hosted by Kanagawa Prefecture and IGES</li> </ul>	<ul style="list-style-type: none"> <li>· The International Forum for Sustainable Asia and the Pacific (ISAP) 2024 was held on 23 July 2024 followed by thematic sessions (online) from 10 September to 28 November.</li> <li>· A joint webinar co-hosted by Kanagawa Prefecture and IGES was held on 18 January 2025.</li> </ul>
(3) As an international research institute, we will develop an DE&I Vision for IGES as a whole, aiming to create comfortable working environment for staff with diverse backgrounds and become an inclusive organisation.	<ul style="list-style-type: none"> <li>· Formulation and revision of Recommendations and Action Plans on Diversity, Equity, and Inclusion (DE&amp;I)</li> </ul>	<ul style="list-style-type: none"> <li>· Recommendations and Action Plans on Diversity, Equity, and Inclusion (DE&amp;I) were approved at IGES Board meetings in June 2025. (Introduced on 1 July 2025)</li> </ul>
(4) We will introduce a new, cloud-based work management processing system and improve the efficiency of paperwork processing in the same way in diverse environments.	<ul style="list-style-type: none"> <li>· Introduction of a Cloud-based Attendance Management System</li> </ul>	<ul style="list-style-type: none"> <li>· A Cloud-based Attendance Management System was introduced starting from July 2024.</li> </ul>

### Medium-Term Environmental Management Goals

- IGES's main source of greenhouse gas emissions is CO2 associated with office energy use and air travel for overseas business trips. Emissions from air travel increased post-COVID, and we will aim for carbon neutrality in the long term.
- With respect to energy use, we will continue to procure renewable energy power at our headquarters and Kitakyushu Urban Centre, and encourage the owners of the buildings at our three other satellite offices to do the same. Furthermore, Hayama headquarters will consider the possibility of demonstrating the use of new material solar cells.
- We will continue monitoring and analysing the actual status of air travel, and consider ways to raise staff awareness by widely disclosing the actual status, efficient business trip planning, and mechanisms that lead to reduced use. We will also continue our efforts to reduce waste (combustible, non-combustible, and recyclable) and conservation of water.



# Environmental Management Goals and Environmental Management Plan for FY2024

## Goal 2

### Reduction of Environmental Impact

Aiming to realise a circulating society, we will strive to engage to monitor and reduce the environmental impact of our workplaces. We will also contribute to the activities of local governments, etc., working together to carry out these activities.

- (1) Through internal audits or in-house seminars, we will create opportunities to engage in dialogue with staff members on environmental impact reduction.
- (2) We will continue to introduce renewable energy and strive to further reduce CO2 emissions.
- (3) We will participate in eco-action related activities once a year held by local governments, etc., and while understanding the local activities, we will contribute to local governments with expert knowledge.
- (4) We will carry out the three activities related to the 3Rs (reduce, reuse, and recycle) within our facility.

#### <Achievement Status>

(◎: Achieved ○: Largely achieved △: Not yet achieved)

Contents of Goals	Initiatives		Achievements
(1) Through internal audits or in-house seminars, we will create opportunities to engage in dialogue with staff members on environmental impact reduction.	<ul style="list-style-type: none"> <li>• Eco Action Seminar</li> <li>• Lecture on Solar Sharing, etc.</li> </ul>	◎	<ul style="list-style-type: none"> <li>• Held an In-house Eco Action Seminar on 14 April 2025.</li> <li>• Held a mini-lecture on solar sharing (on 20 January 2025).</li> <li>• Held an Egg Hunt event on 21 April 2025, and a Tea Ceremony event on 21 May 2025.</li> </ul>
(2) We will continue to introduce renewable energy and strive to further reduce CO2 emissions.	<ul style="list-style-type: none"> <li>• Continuous Introduction of Renewable Energy (Hayama Headquarters)</li> <li>• Monitoring of Power-Generating Exercise Bikes</li> </ul>	◎ △	<ul style="list-style-type: none"> <li>• 100% renewable energy electricity supply began on 2 August 2023, with supply continuing throughout FY2024.</li> <li>• Future challenge of monitoring and effective utilisation of the power-generating exercise bikes introduced in April 2024.</li> </ul>
(3) We will participate in eco-action related activities once a year held by local governments, etc., and while understanding the local activities, we will contribute to local governments with expert knowledge.	<ul style="list-style-type: none"> <li>• Participation in Hayama Town's "Hayama Ethical Action"</li> <li>• Participated in the Hayama Town-sponsored beach cleanup, etc.</li> </ul>	◎	<ul style="list-style-type: none"> <li>• Provided support for the Koyasu no Sato flood control basin improvement works on 12 and 24 April 2025.</li> <li>• Attended the Hayama Ethical Partners offline gathering on 22 April 2025.</li> <li>• Participated in the "Clean Hayama" beach cleanup event hosted by Hayama Town on 24 May 2025.</li> </ul>
(4) We will carry out the three activities related to the 3Rs (reduce, reuse, and recycle) within our facility.	<ul style="list-style-type: none"> <li>• Recycling coffee grounds</li> <li>• Donating food</li> <li>• Donating books and other items</li> </ul>	◎	<ul style="list-style-type: none"> <li>• Recycling coffee grounds.(On-going)</li> <li>• Donated food collected within the office to the local municipality in late December 2024.</li> <li>• Collected books and other items within the office in September 2024 and donated them to NPOs and similar organisations.</li> </ul>

#### About IGES Activities

For other project activities in FY2024 (research activities, seminars / symposiums, publications, etc.), please refer to the "2024 Annual Report" and "2024 Business Report" posted on the IGES website.



<https://www.iges.or.jp/en>

### 3. Achievements and Initiatives for Environmental Management Goals and Environmental Management Plan for FY2024

#### Goal 1 : Promotion of SDGs Implementation

##### ◆ International Forum for Sustainable Asia and the Pacific: ISAP2024

The International Forum for Sustainable Asia and the Pacific (ISAP) is an international forum where leading experts, international organisations, government, business and NGO representatives gather to discuss a wide range of issues related to sustainable development in Asia and the Pacific. It is held annually in Japan with the aim of promoting information sharing and strengthening collaboration among stakeholders, in cooperation with the international network in which IGES is involved as a host organisation.

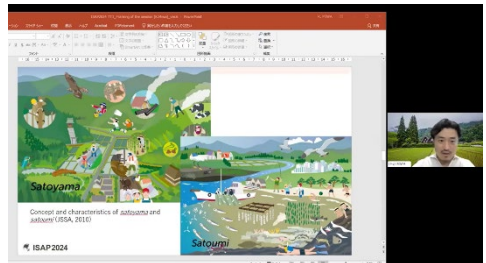
Under an overarching theme of “Taking Integrated Approaches to Overcome the Earth’s Triple Crisis, ISAP2024 featured discussions on how to accelerate the transformation toward a sustainable society in the face of a “triple crisis” of climate change, biodiversity loss and environmental pollution. The forum also examined how various integrated approach initiatives can influence broader decision-making in the Asia-Pacific region and pave the way for global transformation.

ISAP2024 held its main meeting (Plenary Sessions) on 23 July 2024, and multiple thematic sessions from 10 September 28 to November 2024. We deepened discussions with leading experts, practitioners and general participants on integrated approaches that address challenges inclusively through transdisciplinary thinking and cross-sectoral perspectives to overcome the triple crisis facing our planet.

The Plenary Sessions and Parallel Sessions were held in a hybrid format at Pacifico Yokohama (Minato Mirai, Nishi-ku, Yokohama City), while Thematic Track sessions were conducted online from the IGES headquarters in Hayama. This approach facilitated participation in the discussions by a wide range of stakeholders.



Plenary Session at the main venue



Thematic Track session



Plenary Session at the main venue

##### ◆ Collaboration with Local Governments

On 18 January 2025, IGES co-organised a public webinar with Kanagawa Prefecture on “Let’s think about global environmental issues together with the young generation who will shape Kanagawa’s future”

We invited high school students, who had been learning about global environmental issues such as climate change, and provided them with an opportunity to present their findings at the IGES Hayama Headquarters. On the day, we also invited youth representatives (undergraduate and graduate students) engaged in addressing global environmental issues. Through a panel discussion, we explored environmental challenges together with the high school students.



Public webinar with Kanagawa Prefecture

## ◆ Post-COP29 Webinar Series

IGES held a Post-COP29 Seminar after the 29th Session of the Conference of the Parties to the United Nations Framework Convention on Climate Change (COP29), held in Baku, Azerbaijan from 11 to 22 November 2024. In addition to the overall assessment of COP29 in 2024, the five topics that drew the most attention were: New Financial Targets, Enhanced Transparency Framework (ETF) and Biennial Transparency Report (BTR), Article 6 of the Paris Agreement, Adaptation and Loss and Damage, and Global Stocktake and Nationally Determined Contributions (NDCs).

気候変動ウェビナーシリーズ  
情報セミナー

### COP\*29の総評

- パリ協定は実施フェーズへ**
  - 2025年以降の資金目標に合意＝パリ協定のもとでの資金目標（⇒大田プレゼン）
  - 6条クレジット・メカニズムのルール交渉終結＝パリ・ルールブックの最後のピースが埋まる（⇒小下プレゼン）
  - 強化された透明性枠組みのもとでの報告開始＝各国の透明性が格段に向上（⇒梅宮プレゼン）
  - 適応の世界全体目標（GGA）の進捗測定に関する作業、損失と損害（ロス・ダメ）基金の整備が進展（⇒松尾プレゼン）
- その一方で、緩和（排出削減・吸収源拡大）の取り組み強化・野心引き上げの後押しは不発**
  - グローバル・ストックテイク\*\*成果のフォローアップについて合意できず（⇒津久井プレゼン）
- COPのあり方自体を問う声も。しかし、代替はない。ネットゼロに向けた取り組みは、多様な主体が参加する多元的な取り組みから構成される「多中心的なガバナンス」のもとで進んでいく**

注  
\*COP＝国連気候変動枠組条約（UNFCCC）の締約国会議（Conference of Parties）の略。京都議定書締約国会合（CMP）、パリ協定締約国会合（CMA）と同義。併用。  
\*\*グローバル・ストックテイク＝パリ協定の進捗状況を評価し、より野心的な次期NDCs（削減目標）に繋げるプロセス。

2

気候変動ウェビナーシリーズ  
情報セミナー

### 3年間のプロセスを経て、COP29は最終交渉

NCQG交渉スタート 技術的専門家対話（TED）

2021 グラスゴー 交渉もハイレベル CMA1

2022 エジプト 交渉もハイレベル CMA2

2023 ドバイ 交渉もハイレベル CMA3

2024 アドホックワークプログラム会議 決定文書案作成の権限

4月 6月 9月

11/12(火) 13(水) 14(木) 15(金) 16(土)

11/18(月) 19(火) 20(水) 21(木) 22(金) 23(土) 24(日)

2024年10月（公開）

2024 COP29 バクー

延長

議長案 議長案 議長案 採択1

2500億ドル 3000億ドル

Post-COP29 Webinar  
(6 December 2024)

## ◆ Lecture for citizens

The Fourth Workshop on 1.5° C Lifestyles in Kitakyushu～  
Experience a lifestyle that reduces global warming through food!～

IGES Kitakyushu Urban Centre held the “Fourth 1.5° C Lifestyle Workshop in Kitakyushu” on 29 July, and 6 & 10 August 2024. This workshop, aimed at junior high school students through to postgraduate students and international students, explored global warming through the lens of food.

The United Nations Paris Agreement sets the goal of limiting the global average temperature rise to 1.5° C. Through this workshop's three-step practical learning approach, participants acquired the knowledge and methods to achieve this goal by making changes in their personal lives.



1.5° C Lifestyle Workshop  
(29 July 2024)

# SDGs-related Activities

## ◆Publications



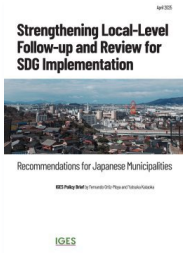
Publication date:  
November 2024



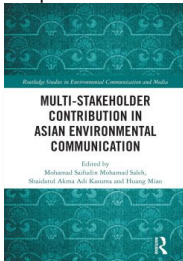
Publication Date:  
October 2024



Publication date:  
June 2025



Publication date:  
April 2025



Publication date:  
July 2024



Publication date:  
May 2025

### Synergistic Solutions for Climate Change and SDG Action: Closing the Ambition Gap for the Future We Want

This edition is a translation of the “Executive Summary and Recommendations” section of the Second Report released on the occasion of the 2024 High-Level Political Forum.

Below is an excerpt from the opening statement of the Executive Summary.

Over 80% of the Sustainable Development Goals (SDGs) targets are directly related to climate change, making it impossible to address climate change and sustainable development separately. However, by tackling these two critical challenges together, we can multiply our impact and bridge the multi-trillion-dollar investment gap. We must break down fragmentation and silos, tackling the climate emergency and sustainable development together. Otherwise, we risk catastrophe on both fronts.

### How Cities Can Steer the SDGs Back on Track

As the 2030 deadline for achieving the United Nations’ 17 Sustainable Development Goals (SDGs) draws near, the lack of measurable progress is cause for concern. However, qualitative advancements at the local level provide a hopeful perspective for continued development beyond 2030.

### Insights from Agenda 21 for Enhancing the Implementation of the SDGs and Shaping the Post-2030 Sustainable Development Agenda

This paper re-examines Agenda 21 for lessons to improve SDG implementation and contribute to discussions on the post-2030 sustainable development agenda. The SDGs’ roots in Agenda 21 have been almost forgotten, as analyses of the SDGs’ creation and structure highlighted “governance through goals” as a core feature and presented SDGs as the MDGs’ successor.

### Strengthening Local-Level Follow-up and Review for SDG Implementation: Recommendations for Japanese Municipalities SDGs

Local-level follow-up and review (FUR) is essential for realising the 2030 Agenda, given municipalities’ crucial role in delivering SDG targets. However, Japanese municipalities face significant challenges, including capacity constraints, demographic shifts, financial limitations, and the absence of mandatory national SDG directives. This policy brief argues that to address these challenges, municipalities should integrate SDG-focused FUR within their existing policy processes.

### Communication and Stakeholder Engagement in Japan's SDG Process: A Focus on Environmental Aspects In Multi-Stakeholder Contribution in Asian Environmental Communication Chapter: 3

This chapter provides a unique look into stakeholder engagement in the implementation, follow-up, and review of the SDGs process as it has been carried out in Japan. It does so by first examining stakeholder engagement in the overall SDG structure and process and then taking a closer look at the environmental work and the associated Stakeholders Meetings (SHMs) under the existing SDG structure in Japan.

### Strengthening Motivations for Synergies under the SDGs and a Post-2030 Sustainable Development Agenda: Institutional Reforms, Political-Economic Coalitions and Financial Incentives

This discussion paper argues that more attention is needed on how three mutually reinforcing areas can strengthen motivations for cooperating on synergies.

## ◆Cloud-based attendance management system operation commences

IGES introduced a cloud-based human resources and labour management system in FY2022, primarily to achieve paperless/electronic processing of personnel and labor-related procedures. In FY2024, aiming to further streamline attendance management, IGES launched a cloud-based attendance management system in July 2024. This has promoted paperless processing and centralised information management for all staff attendance records.



## ◆Formulation of IGES DE&I Vision

IGES has been implementing an Action Plan for Diversity, Equity and Inclusion (DE&I), including gender equality, since FY2021. In July 2025, the staff-led DE&I Task Force formulated the DE&I Vision, which serves as the foundation for advancing DE&I-related activities at IGES.



### IGES DE&I Vision

IGES is sustainability think-tank based in Japan with an international staff and global outlook. IGES recognizes that diversity, equity and inclusion are essential to addressing today's sustainability challenges. To this end, our Institute aims to build a culture of mutual respect, collaboration and shared responsibility among our diverse workforce, while creating an environment in which they can achieve their full potential.

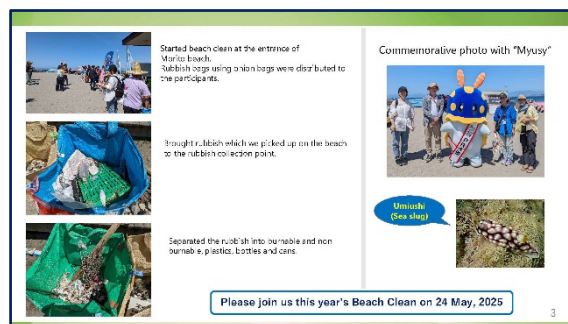
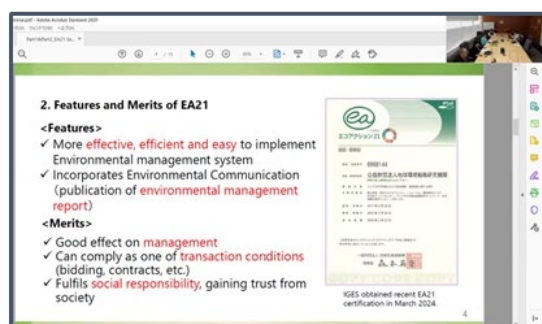
IGESは日本を拠点とし、国際的なスタッフとグローバルな視野を持つサステイナビリティ・シンクタンクです。私たちは、今Fの持続可能性の課題に取り組むためには、多様性、公平性、包摂性が不可欠であると認識しています。そのため、私たちは、多様な人材が、互いに尊重され、協力しあい、責任を分かち合うという文化を育むよう努力するとともに、誰もがその能力を最大限に発揮できるような環境づくりに取り組んでいきます。

### IGES DE&I Vision

## Goal 2 : Reduction of Environmental Impact

### ◆Eco Action Seminar

IGES held an online seminar for staff members. The seminar gave an overview of Eco Action and the activities promoted by the Eco Action Committee members, and reported on the current status of CO<sub>2</sub> emissions generated by IGES's business activities. During the event introduction, Eco Action Committee members reported on details of past activities and encouraged participation in upcoming activities and events.



Online seminar (21 April 2025)

## ◆Lecture on the Installation of Perovskite Solar Cells

As part of our Eco Action activities, on 20 January 2025, IGES hosted a mini-lecture in collaboration with Sekisui Chemical Co., Ltd., inviting TERRA Inc., which is developing next-generation perovskite solar cells. Following the presentation, we confirmed the technical feasibility of installing perovskite cells at several potential locations within the IGES Hayama Headquarters. We also shared the challenges that need to be resolved for future installation. We will continue to consider the way forward, including scheduling, from various perspectives.



Scene from the mini-lecture



Inspection of the area around the Hayama Headquarters Biotope

## ◆Beach cleanup activity in Hayama Town

Hayama Town's "Clean Hayama 2025" initiative to protect beautiful towns and beaches was held again in FY2024. Volunteer staff from IGES participated in cleanup activities at the Morito Beach. As in previous years, the beach appeared free of noticeable litter at first glance. However, in less conspicuous areas like around the breakwater, various types of trash were scattered—including plastic containers, PET bottles, small plastic fragments and glass shards. Local businesses and organisations, along with volunteer groups of high school students, also participated. They took commemorative photos with "Myusy," Hayama Town's mascot character. Furthermore, at the customary closing ceremony, the Mayor of Hayama Town, local stakeholders and participants shared their impressions.



Various types of trash collected around the beach

Beach cleanup activity (24 May 2025)

## ◆Participating in maintenance activities for the nearby flood control basin

The Eco Action Committee supports volunteer groups maintaining the flood control basins and rivers in Koyasu no Sato, near the Shonan International Village where IGES's Hayama headquarters is located. Guided by the group leader's instructions, we assisted in installing fences made of stakes and woven bamboo to prevent sediment and pollution runoff within the watershed. Through such diligent activities, the volunteer group aims to protect the local ecosystem and marine environment, working towards ecological restoration and the health of the sea.



Volunteer activities (24 April 2025)

## ◆Egg Hunt Event

On 21 April 2025, as part of our Eco Action awareness activities, we held an egg hunt event at the Hayama Headquarters where participants searched for eggs bearing IGES eco action-related phrases. Many staff members participated, enjoying the event while also raising internal awareness of Eco Action activities.



Egg-shaped case featuring eco-action phrases

## ◆Tea Ceremony Event

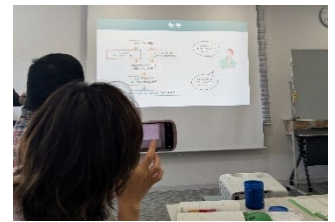
At the suggestion of staff learning tea ceremony, an event to experience tea ceremony was held at IGES headquarters, providing an opportunity to raise awareness of eco-actions within the institute. Many staff members enjoyed tea ceremony while also reaffirming IGES 10 Articles of Environmental Management.



Tea Ceremony event (21 May 2025)

## ◆Participation in Hayama Ethical Action

IGES has participated as an Ethical Partner in the local community since FY2023, endorsing the principles of the “Hayama Ethical Action” initiative organised by the local municipality of Hayama Town. The meeting held in April 2024 provided a valuable opportunity to interact with other participating businesses and organisations. Activities included selecting tumblers for Hayama Town’s “My Tumbler Campaign” and exchanging ideas about eco-friendly practices implemented in daily operations.



Meeting in Hayama Town (22 April 2025)

## ◆Coffee Ground Collection and Reuse

An employee's idea sparked the initiative to reuse spent coffee grounds after brewing. We now collect used coffee grounds in dedicated containers, dry them in a sunny spot, and make them available for anyone who wants them to take home. These grounds can be reused for various purposes, such as deodorisers, weed control, cat deterrents and insect repellents.



Coffee Grounds Collection Container

## ◆Food Drive

IGES conducts food drives to provide edible food that would otherwise be discarded to those in need. In FY2024, we collected food donations from staff and donated them to Yokosuka City on 24 December 2024, contributing to the reduction of food waste.



Food donated by staff members

## ◆Book Donations

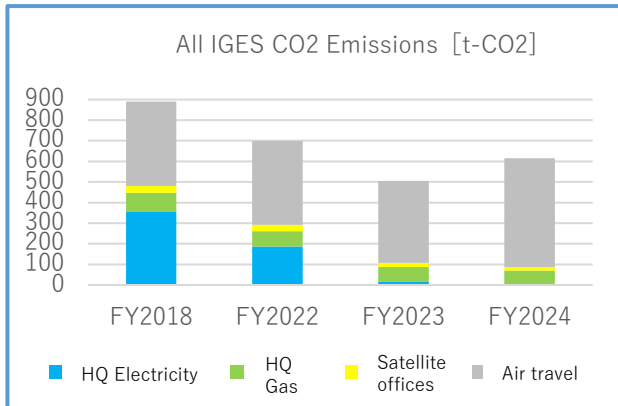
IGES collects books and reference materials no longer needed, aiming to promote circulation within the community. We donated three boxes of books collected from staff members to supporting organisations, including NPOs and NGOs engaged in social contribution activities.



Book Collection ( 3 September 2024)

## ◆ CO2 emissions from IGES energy use

(Policy) We will strive to switch to renewable energy power procurement and operate facilities and equipment efficiently, and when travelling overseas, we will avoid unnecessary and non-urgent business trips and carry out efficient business activities.



(Result) As an ongoing initiative of IGES, we are reducing electricity and gas consumption at our offices and monitoring CO2 emissions from airplane use for overseas business trips.

IGES offices' CO2 emissions from energy use in FY2024 (emissions from electricity and gas consumption at Headquarters, KRC, KUC, TSF and APN) were estimated at a total of **86.9 t-CO2**, representing a reduction of approximately **19%** from the previous fiscal year. This reduction resulted from switching the electricity supply at the Hayama Headquarters to renewable energy (RE) sources throughout the year. Continuous efforts to reduce energy consumption are also being made at satellite offices. At the Hayama Headquarters, electricity was procured through a renewable energy joint purchasing program implemented by Kanagawa Prefecture, with utilisation commencing in August 2023. CO2 emissions from air travel during overseas business trips, another major source of IGES emissions, were calculated at 528 t-CO2.

※ The emission factors used to calculate the CO2 emission figures are shown in the table below.

	Office	(kg-CO2/kWh)	Source / Emission factors by business sector (Published by the Ministry of Environment, Japan) <a href="https://ghg-santeikohyo.env.go.jp/files/calcr/r06_denki_coefficient_rev8.pdf">https://ghg-santeikohyo.env.go.jp/files/calcr/r06_denki_coefficient_rev8.pdf</a>	
Electric Power	HQ (July 2018-February 2022)	0.674	SHONAN POWER Co., Ltd.	(A0177) FY2022 results(adjusted)
	HQ (March 2022 – June 2022)	0.000	Looop Inc.	eneco RE100 with tracking
	HQ (July 2022 – July 2023)	0.433	TEPCO Power Grid, Inc.	Final terms and conditions
	HQ (August 2023 – August 2024)	0.000	Rakuten Energy, Inc.	Reco
	HQ (August 2024 – August 2025)	0.000	UPDATER, Inc	Green Direct RE100
	TSF	0.431	TEPCO Energy Partner, Incorporated	(A0269) FY2022(adjusted, reference data)
	KRC / APN	0.419	KEPCO THE KANSAI ELECTRIC POWER CO., INC.	(A0014) FY2022(adjusted)
	KUC	0.00	Kitakyushu Power Co., Ltd.	(A0141) FY2022(adjusted))
Gas	HQ	2.21	Tokyo Gas Co., Ltd.	<a href="#">Tokyo Gas website</a>
	KUC	2.21	Seibu Gas Co., Ltd.	<a href="#">Seibu Gas website</a>

### ※Calculation of Emissions for Air Travel

- Until FY2023, we used the following tool to aggregate emission values from individual web-based business trip applications within our internal system. WEB tool “Bye-Bye CO2 (GHG Reduction Carbon Offset)”

[http://tco2.com/app/tool/acc/AviationCo2Calculator\\_dolnit.action?lc=en\\_US](http://tco2.com/app/tool/acc/AviationCo2Calculator_dolnit.action?lc=en_US)

- In FY2024, we changed our overseas travel arrangement provider and now use the following aggregation tool to streamline data collection. Consequently, while business class travel was previously aggregated as economy class through FY2023, business class travel will now be reflected starting in FY2024. This enables us to track CO2 emissions from overseas business travel by air with greater accuracy.

[Travel Impact Model API](#) | [Google for Developers](#)

- Total number of overseas business travellers (pre-pandemic and most recent three years

(FY2018 : 258 trips/301 travellers, FY2022 : 298 travellers, FY2023 : 449 travellers, FY2024 : 556 travellers)

- Emissions per employee calculated by dividing air travel emissions by the number of employees

(FY2018 : 2.40t-CO2/1 person, FY2022 : 2.10t-CO2/1 person, FY2023 : 1.95t-CO2/1 person, FY2024 : 2.53t-CO2/1 person )



### Introduction of renewable energy for electric power

In May 2023, Kanagawa Prefecture and Enerbank Corporation jointly held a co-auction for renewable energy power, IGES HQ has continuously used renewable energy electricity from that time, having participated in this participatory joint bidding initiative.

※About the co-auction (<https://www.enerbank.co.jp/kanagawa-pref/>)

Kanagawa Prefecture put out a wide call for companies who wished to sell and use renewable energy power with the potential to offer electricity at a lower price and thereby generating multiple benefits. In addition, by grouping companies with high power consumption during the daytime and companies with high power consumption at night in the same group, the daily power consumption can be kept constant thereby achieving more effective power generation, transmission and supply.

This multi-benefit and grouping ensures a very effective method of bidding for renewable energy power.

This co-auction has been adopted not only in Kanagawa Prefecture, but also in other municipalities in the Tokyo metropolitan area, including Saitama City, Katsushika Ward, Minato Ward, and others. It is hoped that this type of measure will spread nationwide in the future.

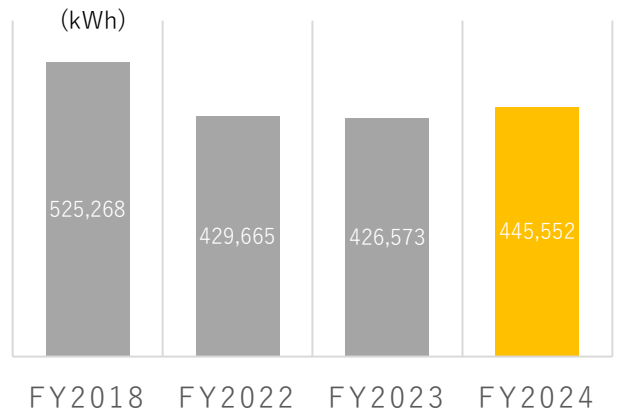
## ◆ Initiatives at Hayama Headquarters

### Electricity use

(Policy) We will strive to save electricity and will work to ensure proper and effective operation of facilities at HQ. We were able to achieve 100% renewable energy procurement at HQ, but since it is difficult to see the status of energy consumption only by presenting CO2 emission data in the Environmental Management Report, we will also include the transition of electricity consumption in the report in the future.

(Result) Despite negative factors such as an increase in staff numbers and malfunctions in the rooftop solar power generation system, we have strived to reduce usage even as we returned to normal operations following the pandemic. However, FY2024 saw a slight increase (4.4%). On the other hand, compared to FY2018, before the COVID-19 pandemic, usage has been reduced by approximately 15%.

### Electricity use

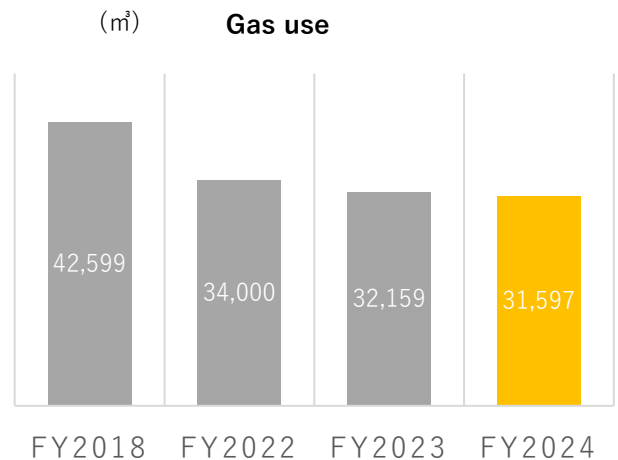


### Gas use

(Policy) We will strive for proper and effective operation of facilities at HQ. For gas consumption, as with electricity use, it is difficult to see the status of energy consumption only by presenting CO2 emissions data in the environmental management report, so we will also post the transition of gas consumption in the future.

(Result) Gas is used for heating and cooling equipment (absorption-type chillers/heaters), hot water boilers and kitchen appliances (deep fryers, noodle cookers, rice cookers). Through the appropriate use and operation of these equipment and appliances, we have been able to reduce annual consumption. Compared to FY2018, before the COVID-19 pandemic, consumption has been reduced by approximately 25%.

### Gas use

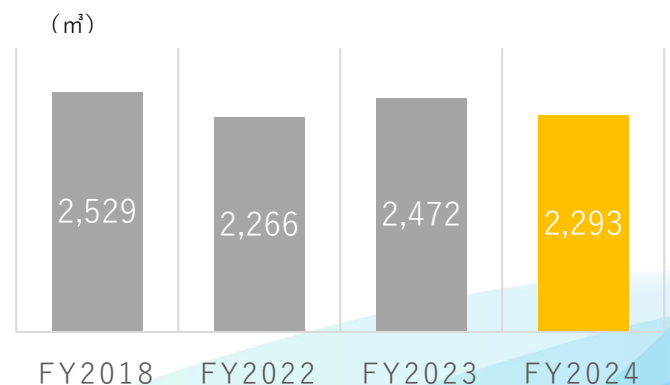


### Water use

(Policy) We strive to save water and ensure proper and effective operation of equipment at Hayama HQ.

(Result) From FY2023, there was a resumption of external programmes such as internships (which had been suspended during the COVID-19 pandemic). This led to an increase in water usage primarily due to higher numbers of users at IGES HQ accommodation facilities (lounge, laundry room, baths) and increased water consumption in the cafeteria accompanying the rise in staff working at the office. However, in FY2024 there was a 7% reduction in water usage.

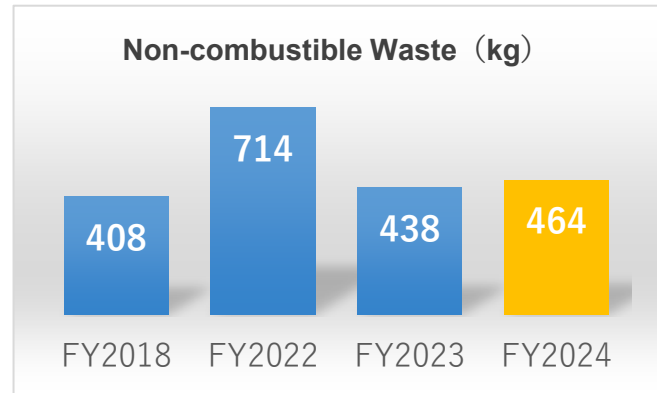
### Water use



## Non-combustible Waste

(Policy) Efforts are made to ensure proper separation of waste, as well as to reuse office supplies and equipment, reduce the purchase of items that become non-combustible waste, and switch to the use of renewable materials.

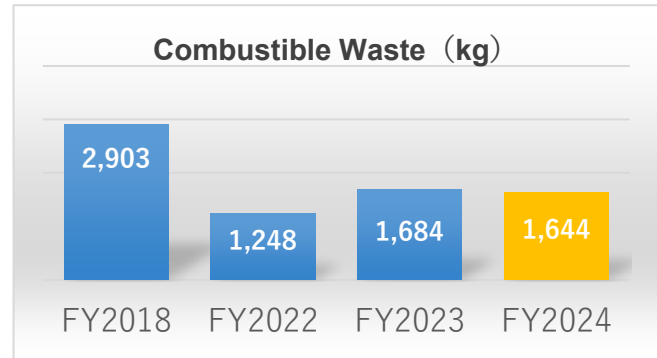
(Result) The recent increase in non-combustible waste disposal stems from the disposal of unused items and deliverables accumulated from previous fiscal years. FY2024 marked the final year of IGES's Integrative Strategic Research Programme for the 8<sup>th</sup> Phase, during which retirements and asset streamlining led to a slight increase (6%). We will continue to strive to reduce waste generation in accordance with the above policy.



## Combustible Waste

(Policy) Recycling is promoted through proper separation, and efforts are made to reduce the amount of paper used for printing and other purposes, thereby reducing the generation of combustible waste to be incinerated.

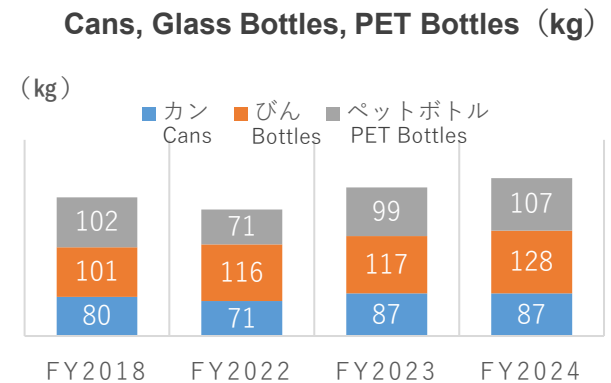
(Result) FY2024 saw a 2.4% decrease compared to the previous year. While we are committed to proper waste separation and reducing paper usage in daily operations, the primary factors contributing to this decrease were the ongoing disposal of obsolete items and archival materials to optimise space utilisation. This effort was undertaken to accommodate increased staffing due to office environment improvements and business expansion.



## Cans, Glass Bottles, PET Bottles

(Policy) Proper separation and recycling is promoted.

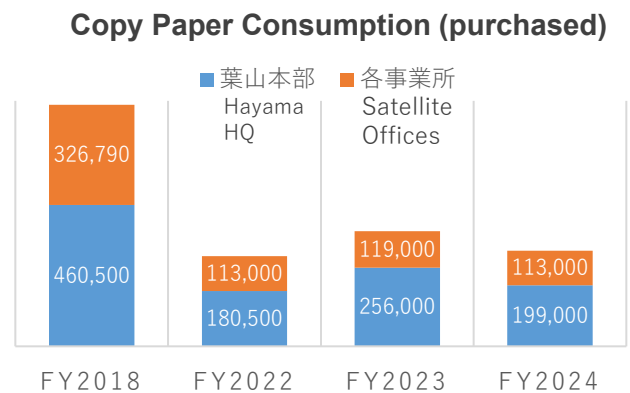
(Result) There was a 6% increase in FY2024 compared to the previous year. The main factors are believed to be an increase in staff and attendance, along with higher emissions from beverages and other sources due to the post-COVID resumption of meetings, receptions and similar events. We will continue to strive for restraint and reduction, taking these factors into account.



## Copy Paper Consumption (purchased, All-IGES offices)

(Policy) As in previous years, we will continue to promote double-sided and consolidated photocopying and the re-use of single-sided used paper, as well as implementing paperless meetings at IGES.

(Result) There was a 16.8% decrease compared to FY2023. We will continue our efforts to curb costs going forward.



## 4. Evaluation of Environmental Activities in FY2024

In FY2024, our activities returned to pre-COVID-19 normal operations, with an increase in conference participation and international travel compared to the previous fiscal year. Regarding CO2 emissions from energy use at the Hayama Headquarters and satellite offices, the continued use of renewable energy (RE) derived electricity at the Hayama Headquarters and Kitakyushu Urban Center enabled a 19% reduction in CO2 emissions compared to the previous fiscal year. Furthermore, continuous efforts were made to reduce energy consumption at each satellite office. Regarding emissions from air travel during overseas business trips, another major CO2 source, we have worked to develop efficient travel plans and reduce trips. We will continue to monitor and analyse actual conditions, review business trip operations, and explore initiatives and countermeasures to promote more efficient travel planning.

Regarding the promotion of SDG implementation, this report details specific achievements. Continuing from the previous fiscal year, we were able to widely disseminate IGES research activities through initiatives such as hosting citizen-participatory international forums and webinars, as well as co-hosting seminars with local governments. To promote operational efficiency, we commenced full-scale operation of the cloud-based attendance management system introduced on a trial basis in FY2023, enabling centralised management of staff attendance. Furthermore, for our Diversity, Equity & Inclusion (DE&I) activities, which we began implementing in FY2021, we formulated the “DE&I Vision 2025” proposal and action plan, which serves as the foundation for these activities. We will continue to promote various initiatives in the future.

Other initiatives included holding eco-action seminars for staff and other events aimed at promoting eco-actions within the institute, striving to raise internal awareness. We also held a small-scale lecture and tour featuring an expert on next-generation perovskite solar cells, initiating discussions for potential future trial operations at the Hayama Headquarters. As part of our contribution to eco-actions in the local community, we supported maintenance activities at a nearby flood control reservoir conducted by local volunteer groups, in addition to our existing activities. Going forward, we will continue to engage in activities that broadly contribute to society in the practice of the SDGs.

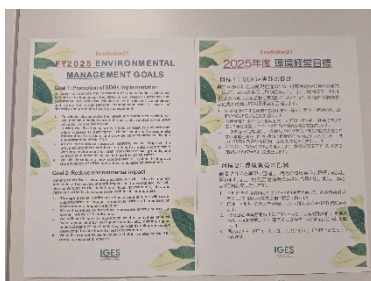
### ◆Internal Audit

FY2024 internal audit confirmed no nonconformities. The internal audits are conducted on a rotation basis over the four-year research period (ISRP8, 2021-2024), ensuring all research units within the institute are audited during this cycle. In 2024, the fourth year of the 8<sup>th</sup> Phase, audits were conducted as usual on four research units. The increased promotion of Eco Action events and the enhanced dissemination and posting of related initiatives also proved effective. The audit results confirmed that the research units requiring corrective action understood the annual Eco Action activities and the content of the Environmental Management Report.

Individuals and their respective units demonstrated a high level of environmental awareness in their research activities and work duties, with these efforts being sustained over time. Additionally, departments operating at locations outside Hayama headquarters reported initiatives such as full staff participation in cleanup activities organised by local municipalities and enhanced communication within departments through office eco-actions. It was recognised that eco-action initiatives have helped alleviate communication gaps, which were thought to be caused by factors like the introduction of teleworking. Through such activities, we will further strengthen our efforts to practice the SDGs, one of our long-standing environmental management goals.



Trash cans for separation



Posting of the Environmental Management Goals for FY2025



Designated shelf unit for mixed paper

## ◆ Compliance with relevant legislation and breaches of the law, litigation or complaints

IGES facilities and equipment underwent regular monthly inspections to ensure that there were no problems in terms of compliance with environmental legislation. There have been no violations of the law, no litigation and no complaints.

Name of Legal Regulation	Applicable requirements	Applicable Scope	Compliance Assessment	
			Compliance Status	Results
Basic Law on the Environment	It stipulates the responsibilities of various types of businesses, particularly those responsible for the disposal of waste generated by their business activities.	※Comply with the requirements of the Waste Management Act	Comply with the requirements of the Waste Management Act	comply
Act on the Promotion of Measures to Cope with Global Warming	Strive to reduce greenhouse gas emissions	Turning off the lights inside the building, adjusting the air conditioning temperature, and turning off electrical appliances when not in use	Making every effort to curb this through various methods	comply
Waste Management Act	Committed to the proper disposal of waste	In-house waste disposal locations: types of trash cans provided	Committed to reducing and managing waste.	comply
Green Procurement Act	Make every effort to select environmentally friendly products when procuring goods	Purchase of supplies	Select eco-friendly products from the catalog / Using paper recommended by the Ministry of the Environment	comply
	Deepen understanding to procure environmentally friendly products			
Food Recycling Act	Promote the recycling of food waste	Food waste from the cafeteria	Processed in a food waste disposer, reuse of coffee grounds	comply
Act on the Rational Use of Energy, etc. (Energy Conservation Act)	Businesses of a certain size or larger will be required to report their energy usage and other relevant data, and to implement energy-saving measures	This applies to businesses of a certain size or larger (those that consume 1,500 kiloliters or more of energy per year, expressed in crude oil equivalent).	IGES is not applicable	—
Water Pollution Control Act	A law aimed at protecting public health and the living environment by regulating water discharged from factories and industrial facilities into public waterways, as well as water that seeps into the ground	The regulations identify specific facilities that are highly likely to cause water pollution, however, IGES does not fall under this category.	Wastewater from IGES is treated at the Shonan International Village's shared treatment facility and is properly treated	—
Fire Services Act	Conducting regular inspections and maintaining records	Installation of in-house fire hydrants, fire extinguishers, and appointment of a fire safety manager	For diesel fuel tanks containing less than the specified quantity, submit a report to the Hayama Fire Department once a year. In addition, conduct fire prevention and evacuation drills, etc.	comply
Fluorocarbon Emission Control Act	Periodic inspections of Class 1 designated products (air conditioners, commercial refrigerators and freezers) and the recovery and destruction of refrigerants upon disposal.	Conducted regular inspections of air conditioning units and refrigerators. No equipment was disposed of during the fiscal year.	This applies to packaged air conditioning units and commercial refrigerators and freezers in the kitchen. Inspections were conducted.	comply
Hayama Town Basic Environmental Ordinance	Take the necessary measures to reduce environmental impact and preserve the natural environment.	In accordance with the Act on the Promotion of Measures to Cope with Global Warming and the Waste Management and Public Cleansing Act	In accordance with the Act on the Promotion of Measures to Cope with Global Warming and the Waste Management and Public Cleansing Act	comply
Ordinance on the Promotion of Beautification in Hayama Town	We will raise employee awareness and conduct cleanup activities to prevent the littering of empty cans, cigarette butts, and other debris.	In accordance with the Waste Management and Public Cleansing Act	In accordance with the Waste Management and Public Cleansing Act, Participation in beach cleanups	comply
Kanagawa Prefecture Ordinance on the Promotion of Measures to Combat Global Warming	Must strive to actively work toward reducing greenhouse gas emissions	In accordance with the Ordinance on the Promotion of Measures to Combat Global Warming	In accordance with the Ordinance on the Promotion of Measures to Combat Global Warming	comply
Agreement with Shonan International Village	Management of jointly maintained green spaces; joint wastewater treatment	Joint maintenance of green spaces in the designated business area, Wastewater discharge from the business premises	Conducted properly	comply

## 5. Overall Evaluation and Review by IGES President

After reviewing the business activities and eco-action initiatives for FY2024, IGES President gave the following evaluation and instructions.



President  
Kazuhiko Takeuchi

Looking back on our initiatives for FY2024, we advanced the implementation of the SDGs by promoting paperless operations and centralising information management—including the full-scale implementation of a cloud-based HR management system—to enhance operational efficiency. In addition, as part of our Diversity, Equity & Inclusion (DE&I) initiatives, we formulated “DE&I Vision 2025,” a set of recommendations and an action plan that serves as the foundation for our DE&I efforts, summarising our discussions to date. Furthermore, as part of our activities to promote the SDGs and other initiatives, we disseminated information through a wide range of channels, including hosting the International Forum on Sustainable Asia-Pacific (ISAP), co-hosting seminars with local governments, and conducting webinars on climate change issues.

In FY2024, activities returned to pre-COVID-19 levels, including an increase in in-person meetings and overseas business trips by staff. IGES also actively engaged in its own Eco Action initiatives and participated in activities organised by the municipality where its headquarters is located, such as supporting the “Ethical Action” campaign promoted by Hayama Town and assisting local volunteer groups with the maintenance of nearby flood control basins. Furthermore, at the Hayama headquarters, we organised a small-scale lecture featuring an expert on next-generation “perovskite solar cells” and began exploring the possibility of future pilot operations. We also held various events aimed at promoting Eco-Action, such as seminars for staff, and worked to raise awareness of the initiative within the organisation.

With regard to CO2 emissions associated with our headquarters (particularly those resulting from air travel for overseas business trips), we will continue to procure 100% renewable energy while striving to gain a clear understanding of the actual circumstances surrounding overseas business trips and promoting efficient travel planning.

Moving forward, IGES will continue to adapt flexibly to societal changes while leveraging its high level of expertise and diverse insights. We will collaborate with international organisations, national governments, local authorities and the general public to conduct various strategic studies, provide information to stakeholders, promote our own implementation of the SDGs, improve our workplace environment and contribute to local communities. In this way, we will fulfill our role as a “sustainability think tank” dedicated to contributing to the realisation of a sustainable society.

## 6. Environmental Management Goals and Environmental Management Plan for FY2025

### Goal 1 Promotion of SDGs Implementation

In order to promote the realisation of a sustainable society, we will strive to implement the SDGs in our research activities and operations. We will also collaborate with relevant stakeholders and strive for organisational management that is aware of diversity and promotes healthy management:

- (1) To widely disseminate the latest information to society, we will publish a book, translated report, etc. related to the SDGs once during FY2025.
- (2) We will hold at least two events that allow citizens to participate. These events will disseminate information to society and provide opportunities to deepen understanding of the SDGs.
- (3) As an international research institute, we will improve the office environment and focus on food to create a comfortable working environment for staff from diverse backgrounds, and to become a more inclusive and healthy organisation.
- (4) We will introduce a new cloud-based IT system to improve the efficiency of office operations in diverse environments.

### Goal 2 Reduction of Environmental Impact

Aiming to realise a circulating society, we will strive to monitor and reduce the environmental impact of the workplace. We will also contribute to the activities of local governments, etc., and carry out activities in cooperation with local communities:

- (1) Through internal audits or in-house seminars, we will create opportunities to engage in dialogue with staff members on environmental impact reduction.
- (2) We will continue to introduce renewable energy sources to further reduce CO2 emissions.
- (3) We will participate in eco-action related activities at least twice a year held by local governments, etc., gaining a good understanding of local activities, as well as using our expert knowledge to contribute to local governments.
- (4) We will carry out three in-house activities related to the 3Rs (reduce, reuse and recycle).

## Production

Eco Action 21 Committee

IGES Hayama Headquarters  
Tokyo Sustainability Forum  
Kansai Research Centre  
Kitakyushu Urban Centre  
Asia-Pacific Network for Global Change Research

## Support

CBS Corporation (Facility Management)  
Ichifuji Food Service Corp. (Cafeteria)



Published in November 2025

