



# Swan

## Annual Report/Ársskýrsla 2013

**Loft Hostel/Farfuglaheimilið í Bankastræti**

**Bankastræti 7 – 101 Reykjavík – Iceland – [www.hostel.is](http://www.hostel.is)**

**loft**  
HOSTEL • CAFE

Green Team: Celia Haro Ruiz, Emilia Prodea, Rafal Ziolkowski, Sigríður Ólafsdóttir



Note: This report is currently under the final revision from the Swan Commission

# Working in an eco-conscious hostel – Staff Impressions

More and more in the hospitality industry potential guests are looking for green accommodation. Working for a green hostel has shown me that not only is it kinder for the environment but it can be a management tool to help lower running costs of a business by reducing, reusing and recycling - where possible. I feel that being part of a sustainable business cultivates employee trust and loyalty by creating a safer, healthier workplace. When it comes to our sustainability policy, the company actively involves employees in the decision making process. In my opinion this has generated enthusiasm and has increased commitment to the company. It also equips the employees with the skills to encourage guests to be greener minded.

Working in ecological-oriented work place is a blessing. It's much easier to recycle, save energy and reduce pollution when you have all the facilities around which enable you to do so. In my everyday life I'm trying to be as "green" as possible in my household, work and during travels. I'm also aware that I can be very annoying with my effort to educate others to be more pro-ecological, so working with people that doing the same thing make me feel more confident that I shouldn't give up if I believe and care about something.

It means that I am part of a greater idea, I fit into the bigger picture. And I am proud for that. My time at the hostel has made me realize, that everything I do has an impact on the environment - but not just that; an impact to the people around.

Working for a green company also makes you question and change your habits; how you're used to doing things isn't the only way of doing things, and people also realize that small changes matter. That's also why it's especially important for us to make the work we're doing at the hostels apparent for the guests; they see that they make a choice when booking one of our hostels, and are hopefully inspired to make changes in their own lives.

I'm proud to know that I'm contributing to help the planet and spreading the word with other persons such as guests, friends and family. I have more green standards now and I'm more conscious about the kind of things that I buy, sorting trash and reusing as much as possible. Happy to know that my family is getting contagious of it!

I want to respect Nature, no matter what the politically influenced scientists want to tell me. It is important to me, not to leave a big mess behind me. Nature has to swallow everything, therefore I don't want produce a big waste. I am so proud of being in this position, where my thoughts and ideas about how we could do better, count. Furthermore, as a Receptionist I have the chance to give this idea of "treat Nature well" over to our guests. I can make a change by telling them how to respect nature while visiting Iceland.

The most important thing about working in an eco friendly hostel is how many people we get to influence into more green way of thinking. Our guests see what we do here in terms of recycling and energy saving and that might make them go back to their home country with a different mind-set. Perhaps they will do some recycling in their homes and then if we are lucky they will go even further and influence their family, friends and workmates into more green way of thinking.



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## 1. GENERAL DESCRIPTION

Type of establishment/ general description	Youth Hostel
Restaurant Facilities	Breakfast room, no restaurant
Accommodation turnover per year	App. 120.000 ISK
Number of guest rooms	19 available for booking in 2013
Occupancy	62 % (April to December 2013)
Water	Municipal water and sewage – Orkuveita Reykjavíkur ( <a href="http://www.or.is">http://www.or.is</a> )

Appendix nr. O1: General description.

## 2. LIMIT VALUES

### 2.1. Class Division

According to the Version 3.4 of Swan labelling criteria and our approximations, LOFT Hostel will reach the **Class A** classification, satisfying the parameter of lodging occupancy (greater than 60%).

Appendix 2.1 Occupancy 2013

### 2.2. Energy Consumption

**Option 2:** Electricity and heating consumption per year and guest night.

App. yearly consumption of electricity ( <i>includes laundry</i> )	App. Yearly consumption for laundry, dryers and washing machines
<b>80.901,18 kWh</b>	<b>5663,07 kWh (7% estimation)</b>

<b>Hostel's Total:</b>	<b>Limit Value for Class A in Iceland:</b>
80901,18 kwh/ 14.876 guest-night = <b>5,44 kWh/ guest night</b>	<b>55 kWh/ guest night</b>

Appendix nr. 2.2 & 2.3: Energy & Water consumption – yearly estimation

- a. Water & energy measures
- b. Invoices from Orkuveita – Electricity



## 2.3. Water Consumption

Estimation of yearly consumption of hot water	Yearly consumption of hot water for laundry	Estimation of yearly consumption of cold water	Yearly consumption of cold water for laundry
2189 m <sup>3</sup>	No meter yet	2601 m <sup>3</sup>	No meter yet

Hostel's Total*:	Limit Value for Class A in Iceland:
4790/14876 guest-night = <b>322 l/ guest-night</b>	<b>300 l/ guest-night</b>

\*includes laundry facilities and Cintamani consumption

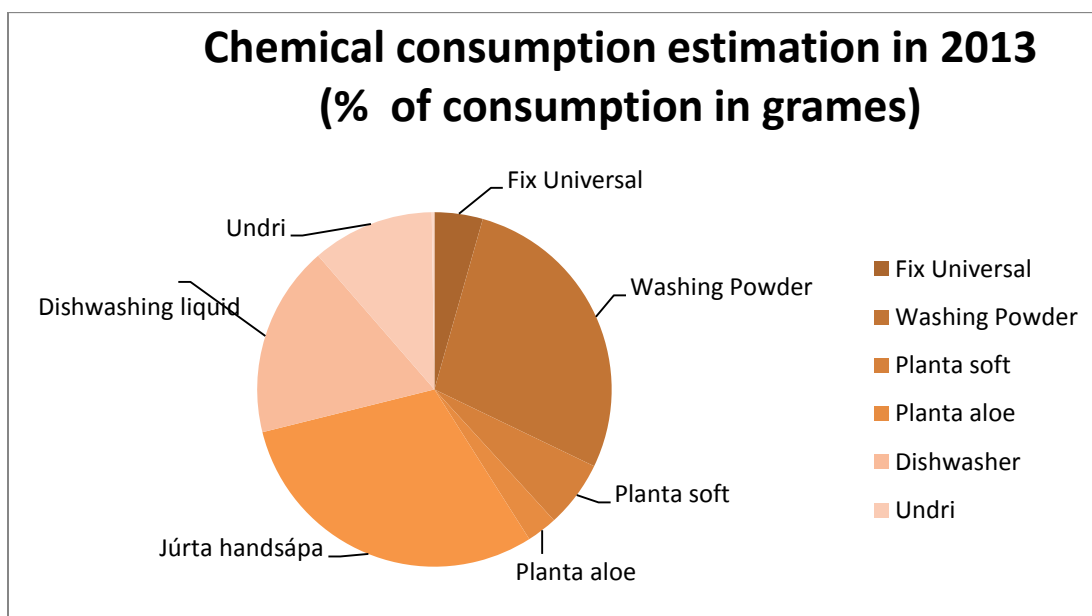
Appendix nr. 2.2 & 2.3: Energy & Water consumption – 2 weeks measurement and yearly estimation

- a. Water & energy measures
- b. Invoices from Orkuveita – Cold and Hot water

Appendix O28: Action Plan 2013 & 2014

## 2.4. Chemical Products (i.e. cleaning agents)

App. Hostel's Total:	Limit Value for Class A in Iceland:
313.255g/ 14.876 guest-night = <b>20,82 gr/guest - night</b>	<b>35 g/ guest-night</b>



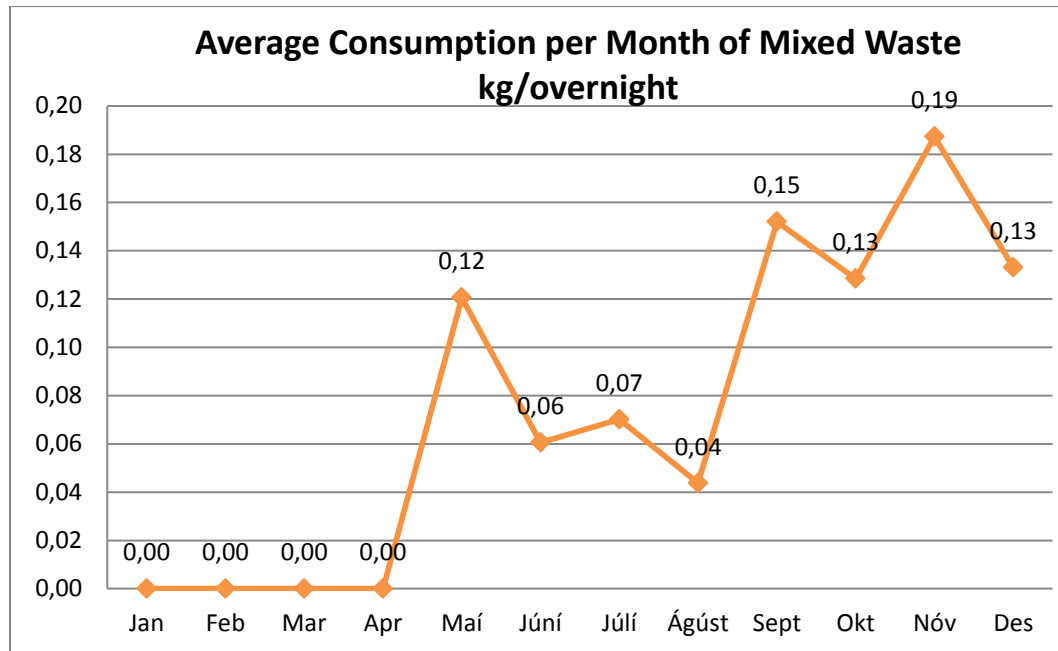
Appendix 2.4 : Chemical products purchased for Loft, April-December 2013



## 2.5. Waste Management

App. total unsorted waste 2013:	Limit Value for Class A:
1410 kg/ 14.876 guest nights = <b>0,09 kg/guest-night</b>	<b>1,35 kg/guest-night</b>

### Appendix nr. 2.5: Waste management Loft 2013



## 3. ENVIRONMENTAL REQUIREMENTS

### 3.1. Operation and Maintenance

#### Mandatory Requirements

#### O2 Refrigerants

Refrigeration equipment, freezers, heat pumps and air conditioning equipment in the hostel are CFC/HCFC free.

Appendix nr. O2: Refrigerants  
O2a: Invoices

#### O3 Outdoor lighting

All outdoor lights (entrance downstairs and 2 balconies) are equipped with timers or needs controlled and compact fluorescent lamps are used for lighting at night. Entrance and illuminated signs and emergency lighting are exempt.

#### O4 Sauna

LOFT Hostel does not provide sauna facilities for guests.



## Point score Requirements

	Points
<b>P1 Energy analysis</b>	<b>0</b>
<i>An energy analysis has been carried out by an independent energy expert within the last five years with the objective of reducing the amount of energy used.</i> Despite the building is old, all energy system has been renewed and adapted to Loft Hostel.	
<b>P2 Heat consumption</b>	<b>3</b>
> 90% of our heat comes from renewable energy, geothermal water is used for heating. We do not use heat from sewage and/or chillers. Description about energy, electricity and heat in Iceland <i>Orkuveita Reykjavíkur</i> ( <a href="http://www.or.is">http://www.or.is</a> ) <b>Appendix nr. 2.2 &amp; 2.3: Energy &amp; Water consumption estimation.</b>	
<b>P3 Electricity consumption</b>	<b>3</b>
> 90% of our electricity comes from renewable energy. Description about energy, electricity and heat in Iceland <i>Orkuveita Reykjavíkur</i> ( <a href="http://www.or.is">http://www.or.is</a> ) <b>Appendix nr. 2.2 &amp; 2.3: Energy &amp; Water consumption –yearly estimation</b>	
<b>P4 Refrigerants</b>	<b>2</b>
All heat pumps, refrigeration appliances, freezers and air conditioning equipment are HCFC and CFC free. <b>Appendix nr. O2: Refrigerants</b> <b>O2a: Refrigerants Invoices.</b>	
<b>P5 Heat recovery</b>	<b>2</b>
< 50% of the ventilation system is connected to heat recovery and we do not use heat from sewage and/or chillers. Ventilation is calculated based on airflow.	
<b>P6 Control of ventilation system and interior lighting</b>	<b>1</b>
The interior lighting is presence-controlled in > 90% of the rooms which are not intended for the guests. <b>Appendix nr P6: Control of ventilation and interior lighting.</b>	
<b>P7 Low - energy lamps</b>	<b>1</b>
> 40% of the energy sources in the establishment are low-energy lamps. <b>Appendix P7&amp;8: Distribution of low energy lamps and LEDS on 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors</b>	
<b>P8 LED lamps</b>	<b>1</b>
>20% of spotlights in the establishment are LEDs or similar products. <b>Appendix P7&amp;8: Distribution of low energy lamps and LEDS on 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors</b>	
<b>P9 Toilets</b>	<b>1</b>





<p>&gt;90% of the WCs use a maximum of 8 litres (big flush) and 4 litres (small flush) of water per flush. All toilets were new and they were installed with their measures from fabrication. Adjustments at 7,7mm in order to reach 6 litres/flush have started in July 2013. All toilets will be adjusted until the end of the year 2013.</p> <p><b>Appendix nr. P09: Toilets adjustments</b> <b>Appendix nr. O28 : Action Plan 2014</b></p>	
<b>P10 Toilets</b>	<b>1</b>
<p>100% of the WCs provide 2 flush options.</p> <p><b>Appendix nr. P10: Number of double flush toilets.</b></p>	
<b>P11 Water-saving taps</b>	<b>2</b>
<p>&gt; 90% of mixer taps for washbasins are of the water-saving type, with a maximum flow rate of 8 litres/minute.</p> <p><b>Appendix nr. P11: Sink tap adjustment at Loft</b></p>	
<b>Total score for Operation and Maintenance:</b>	<b>17</b>
<b>Maximum total score for operation and maintenance:</b>	
<b>At least 60 % of the point requirements are met:</b>	
	<b>25 points</b>
	<b>Yes, 68%</b>

### 3.2. Hostel Premises and Purchased Products

<b>Mandatory Requirements</b>	
<b>O5 Fittings and fixtures</b>	<p>More than 100% of the purchased floor is PVC free.</p> <p>There is parquet from recycled wood on the 4<sup>th</sup> floor, stone – reception and stairway, carpet in all rooms and corridors and linoleum on main stairway.</p> <p><b>Appendix O5: Floor types distribution</b> <b>O5a: Carpet tiles- PVC free confirmation</b></p>
<b>O6 New purchases of textiles</b>	<p>Newly purchased textiles are not treated with halogenated flame-retardants.</p> <p><b>Appendix nr. O6 - Invoices from textile purchasing – Linen, Curtains, Blankets</b> <b>O6 – CSR Report – Dibella Organic Linen</b></p>
<b>O7 New purchases of low-energy lamps and fluorescent tubes</b>	<p>A detailed list with the exact type of low-energy lamps and their service life will be provided at the end of the year.</p> <p><b>Appendix P7&amp;8: Distribution of low energy lamps and LEDs on 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors</b></p>
<b>O8 Kitchen rolls, paper towels and toilet paper</b>	<p>&gt; 90% of the volume of purchased tissue products is ecolabelled.</p> <p><b>Appendix nr. O8: Kitchen rolls, paper towels and toilet paper.</b></p>



	Points
<b>P12 Toner cartridges</b>	<b>0.5</b>
The empty cartridges are collected at the hostel and transported at Sorpa for recycling.	
<b>P13 Office machines</b>	<b>1</b>
> 90% of office machines (computers, faxes, copiers, etc.) are operated with the standby function activated. In Loft Hostel we have a 3 in 1 machine (printer + copier + fax) which operates with the stand by function; and 2 USB Scan (Energy Star) which are only consuming energy when scanning. <i>The Swan office agreed on the exclusion of the 3 reception computers in the office machine definition. Point of sale computers need to be connected 24hours/day, 7 days/week and to be opened quickly. We consider the same can be applied for our key card printer that has no stand by function and has to be ready to print the whole day.</i>	
<b>Appendix P13: Office machines invoices</b>	
<b>P14 Printed matter</b>	<b>2</b>
> 90% (measured as a percentage of production costs) of the printed matter ordered by the hostel is Eco labelled. Hostel marketing materials, brochures and key cardholders are printed at a Swan labelled printing company (license nr. 141-381) "Guðjón Ó" like the other Reykjavik Hostels.	
<b>Appendix nr. P14: Ecolabelled printed matter certificate</b>	
<b>P15 Ecolabelled soap and shampoo</b>	<b>1</b>
Tún Ecolabelled soap (license nr. 527-018) is used in > 90% of the bathrooms/toilets. There is no shampoo provided.	
<b>Appendix nr. P15: Eco labelled soap - Tún</b>	
<b>P16 Dispensers for soap and shampoo</b>	<b>1</b>
Soap dispensers which are refilled are offered in > 90% of the bathrooms/toilets.	
<b>Appendix nr. P16 – Dispensers for soap.</b>	
<b>P17 Drinking glasses and mugs</b>	<b>1</b>
Only reusable glasses and reusable mugs are used by the hostel for serving beverages.	
<b>P18 Returnable bottles or barrels/tanks</b>	<b>2</b>
> 90% of the hostel's total volume of beer, soft drinks and mineral water are delivered in recycling containers, for example bottles, barrels or tanks. <i>Points are awarded for reuse but not recycling.</i> We buy Gull, Brío and Somersby in 25 l returnable kegs, which are picked up, refilled and brought back to us. They represent more than >90% of the hostel's total volume of beverages.	
<b>Appendix nr. P18: Returnable bottles or barrels/tanks.</b>	
<b>P19 Work clothes</b>	<b>0.5</b>
No work clothes are washed using traditional dry-cleaning methods.	
<b>P20 Working environment</b>	<b>0</b>



The establishment's working environment hasn't been analysed by an independent ergonomic expert yet, it has been built from the beginning according to best ergonomic standards. Making an Ergonomic Analyse is a priority for 2014. <b>Appendix nr. O28 : Action Plan 2014</b>		
<b>P21</b>	<b>Purchase of ecolabelled consumables</b>	<b>4</b>
Appendix nr. P21: Ecolabelled consumables.		
<b>P22</b>	<b>Ecolabelled durable goods/ infrequently bought commodities</b>	<b>1.5</b>
Appendix P22 – Ecolabelled durable goods		
<b>P23</b>	<b>Ecolabelled services</b>	<b>1</b>
Gámaþjónustan, our waste company is ISO14001 certified from May2th 2013. Appendix nr. 25: Ecolabelled services.		
<u><b>Extra point score requirement for youth hostels</b></u>		
<b>P24</b>	<b>Sale of soap/shampoo/detergents</b>	<b>1</b>
The hostel is not selling any soap/shampoo or other detergents to its guests.		

Total score for Hostel premises and purchased products: 16,5p  
Maximum total score for Hostel premises and purchased products: 20p

### 3.3. Guest Rooms

#### Mandatory Requirements

- O9 Non-smoking rooms**  
> 60% of the rooms are non-smoking.  
All 19 guest rooms, common areas, guest kitchen, common bathrooms and toilets are non-smoking.

#### Point score Requirements

	Points
<b>P25 Bed linen and towels</b>	<b>1</b>
All bed linen and towels are manufactured with organic fibres. Appendix nr. O6: Bed linen and towels invoices+ CSR Report Dibella Organic Linen.	
<b>P26 Lighting</b>	<b>0.5</b>
Between 50% - <90% of the lighting is presence controlled in the guest rooms.	



<b>Appendix P7&amp;8: Distribution of low energy lamps and LEDs on 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors</b>		
<b>P27</b>	<b>Television sets</b>	<b>1</b>
<p>Guest rooms do not have television sets. The Hostel has 1 TV in the lounge, on the 4<sup>th</sup> floor. It is not ecolabelled, but it has eco standby system and is being turned off during certain hours when guests are away.</p> <p><b>Appendix nr. P27: Philips 46" LED Skonvarp - Invoice.</b></p>		
<b>P28</b>	<b>Minibars</b>	<b>1.5</b>
Guest rooms do not have minibars.		
<b>P29</b>	<b>Water – saving showers</b>	<b>1</b>
<p>&gt; 90 % of showerheads are the water saving type, with a flow rate of 10-12 litres/minute.</p> <p><b>Appendix nr. P29: Water-saving showers</b></p>		
<b>P30</b>	<b>Single-lever mixer taps</b>	<b>1</b>
<p>&gt; 90% of the mixer taps are single lever mixer taps alternatively sensor controlled.</p> <p><b>Appendix nr. P30 – Single-lever mixer taps</b></p>		
<b>P31</b>	<b>Disposable items</b>	<b>1</b>
No disposable articles are used in the bathrooms/guest rooms.		
<b>P32</b>	<b>Waste sorting</b>	<b>1.5</b>
<p>Guests have the opportunity to sort their waste into at least three fractions.</p> <p><b>Appendix nr. P32 : Waste management.</b></p>		
<b>P33</b>	<b>Waste paper bin</b>	<b>1</b>
All bathrooms in which we are offering paper towels are equipped with a bin exclusively for paper, additional to the hygienic one. Rooms in which we are not offering paper towels are not equipped with a bin for paper.		
<b>P34</b>	<b>Rooms adapted for the physically disabled or allergy sufferers</b>	<b>1</b>
<p>There are 2 x 6 bedded rooms adapted for the physically disabled + bathroom inside. Also, on each floor, on the corridors and on the 4th floor, there are specially adapted bathrooms for the physically disabled.</p> <p><b>Appendix nr. P34: Rooms adapted for the physically disabled</b></p>		

**Total score for Guest rooms: 10.5p.**  
**Maximum total score for Guest rooms: 13p.**



### 3.4. Kitchen and dining room

#### Mandatory Requirements

- O10 Disposable items**  
Disposable items (such as plates, mugs and cutlery), individual portion packs or small packs are not used for the breakfast buffet or in the dining room.
- O11 Ecolabelled dishwashing chemicals**  
> 70% of dishwashing chemicals are ecolabelled.  
**Appendix nr. 2.4: Chemical products.**  
**Appendix nr. O11&P37 : Ecolabelled dishwashing chemicals.**  
**Appendix nr. O11&P37: Dishwashing detergent, Storm Plus.**  
**Appendix nr. O11&P37 : Tyfon, drying agent for the dishwasher.**
- O12 Non-ecolabelled dishwashing chemicals**  
The hostel only uses ecolabelled dishwashing chemicals.
- O13 Non-smoking dining area**  
The hostel's dining area is a non-smoking area.

#### Point score Requirements

	Points
<b>P35 Organic food items and beverages</b>	<b>2</b>
Loft Hostel serves 15 organic certified products and beverages. <b>Appendix nr. P35: Organic foodstuffs and beverages.</b>	
<b>P36 Fair-trade products</b>	<b>1</b>
Hostel serves at least one Fair-trade product. Hostel's Fair-trade products: Several kinds of tea. <b>Appendix nr. P35: Organic foodstuffs and beverages.</b>	
<b>P37 Ecolabelled dishwashing chemicals</b>	<b>2</b>
> 90% of the dishwashing detergents are ecolabelled. <b>Appendix nr. O11&amp;P37: Dishwashing detergent, Storm Plus</b> <b>Appendix nr. O11&amp;P37: Tyfon. Drying agent</b> <b>Appendix nr. O11&amp;P37: Ecolabelled dishwashing chemicals</b>	
<b>P38 Dosage of dishwashing chemicals</b>	<b>1</b>
All large dishwashers have automatic dosing of dishwashing detergents and the automatic dosing system is inspected at least 4 times a year by our Chief of Maintenance and by Ræstivorur representatives. <b>Appendix nr. P38: Dishwasher inspection – email confirmation</b>	

Total score for kitchen and dining room: 6p  
Maximum total score for kitchen and dining room: 7.5p



### 3.6. Cleaning and laundry

#### Mandatory Requirements

**O14 Disinfectants**

The hostel is using Swan ecolabelled product "Iðnaðar Undri" (Swan Licence nr. 165 005). The quantities of disinfectants are included in the total consumption of Chemicals (section 2.4).

Appendix nr. 2.4: Chemical products.

Appendix nr. O14: Disinfectant, Undri.

**O15 Ecolabelled laundry detergents**

The hostel is using Swan ecolabelled washing powder Danlind (Swan Licence nr. 593 006)

Appendix nr. 2.4: Chemical products.

Appendix nr. O15: Washing powder, Danlind.

**O16 Non-ecolabelled laundry products**

The hostel only uses eco labelled laundry detergents.

**O17 Ecolabelled cleaning products**

50% of chemical cleaning products for general cleaning (based on the active substances) are ecolabelled.

Appendix nr. 2.4: Chemical products.

**O18 Non-ecolabelled cleaning products**

The hostel is using 1 non-ecolabelled cleaning product: Fix Universal.

#### Point score Requirements

	Points
<b>P46 Cleaning without chemicals</b>	<b>0</b>
<i>This requirement does not apply to Youth Hostels.</i>	
<b>P47 Ecolabelled laundry products</b>	<b>2</b>
> 90% of the amount of chemical laundry products (calculated in terms of active substances) are ecolabelled.	
Appendix nr. 2.4: Chemical products. Appendix nr. O15: Washing powder, Danlind.	
<b>P48 Ecolabelled cleaning products</b>	<b>2</b>
> 80% of the amount of chemical products used for regular cleaning (calculated in terms of active substances) is ecolabelled.	
Appendix nr. 2.4: Chemical products.	
<b>P49 Bed linen and towels</b>	<b>1</b>



Bed linens and towels are washed by the hostel since June 2013, when the ventilation system in the laundry has been arranged.		
<b>P50</b>	<b>Exact dosing</b>	<b>0</b>
The hostel does not use an automatic dosage system, but clear instructions and dosage are on our products.  Appendix nr. P50: Our manual dosing system. Appendix nr. P50a: Chemicals and dosage description.		
<b>P51</b>	<b>Concentrated products</b>	<b>0</b>
> 50% of cleaning products are concentrated.  Appendix nr. 2.4: Chemical products. Annexe nr P50a: Chemicals and dosage description.		

**Total score for Cleaning and laundry: 5p**  
**Maximum total score for Cleaning and laundry: 11p**

### 3.7. Waste

<b>Mandatory Requirements</b>	
<b>O19</b>	<b>Hazardous waste</b> All hazardous waste and special waste the hostel produces is sorted at source and disposed of in the best possible way from an environmental point of view in accordance with guidelines from the authorities. The following category exists: hazardous waste (paint, solvents and waste oil (where relevant), batteries, light sources that contain heavy metals, i.e. fluorescent tubes and low-energy lamps, electronic waste).
<b>O20</b>	<b>Waste sorting</b> Waste is sorted into the divisions stipulated by the municipality in 8 categories: minerals (glass, porcelain), organic waste, mixed paper, plastic, metal, hazardous, tetra paks, cans and bottles.
<b>O21</b>	<b>Batteries</b> Battery collection is available for guests.

#### Point score Requirements

		Points
<b>P52</b>	<b>Further waste sorting</b>	<b>4</b>
Waste is sorted into more than four fractions (0.5p per fraction).  Appendix nr. P32: Waste sorting.		
<b>P53</b>	<b>Returnable packaging</b>	<b>1</b>
4 suppliers supply goods in returnable packaging at least twice a month. <i>BioBu</i> : Yogurt (10 L) in plastic buckets and Yogurt (25 ml) in returnable paper boxes. <i>Stórkaup</i> : Fruits and vegetables are ordered in returnable boxes.		



<p><i>Sólheimar</i>: Júrta Handsápa, 1 l bottles are returned and refilled by the producer  <i>Ræstivörur</i>: cleaning products are ordered in returnable cardboard boxex</p>		
<b>P54</b>	<b>Organic waste</b>	<b>1</b>
<p>Organic waste from guest and staff kitchens is collected in special bins and sent to Gámaþjónustan, where it is used for compost.</p>		

**Total score for Waste: 6p**  
**Maximum total score for Waste: 6p**

### 3.8. Transport and distribution

#### Point score Requirements

		Points
<b>P55</b>	<b>Own vehicles</b>	<b>1</b>
<p>The hostel has no vehicles of its own.</p>		
<b>P56</b>	<b>Public transport</b>	<b>1</b>
<p>Information about public transport to and from the hostel is available to guests. Clear information and timetables are provided at reception. The hostel is located Downtown. Considering the size of Reykjavik, the guests can access many places by foot: Museums, shops, restaurants, and tourist information.</p>		
<b>P57</b>	<b>Bicycles and horses</b>	<b>1</b>
<p>Bicycles are available for rent during the summer months and guests are provided with clear information as to this possibility. We work in close collaboration with the Bike Company, located across the street.</p>		
<p><b>Appendix nr. P57: Bicycles.</b></p>		

**Total score for Transport and distribution: 3p**  
**Maximum total score for Transport and distribution: 3p**

### 3.9. Extra points from the limit values

#### Extra Points

		Points
<b>P58</b>	<b>Limit values (max. 4p)</b>	<b>2</b>
<p>The hostel aims at satisfying at least 3 limit values for 2013: energy (electricity), waste &amp; chemicals.</p>		
<b>P59</b>	<b>Energy consumption lower than limit value (max. 4p)</b>	<b>4</b>
<p>The establishment's total energy consumption is at least 90% lower than the limit value for energy. Documentation for the calculation of the energy limit value is determined by section 2.2.</p>		

**Total score for Limit values: 6p**





### 3.13. Extra requirements and adaptation for youth hostels

#### Mandatory Requirements

**O25 Dishwashing detergents and cleaning chemicals**

All chemicals for dishwashing and cleaning that are provided to the guests are ecolabelled: laundry detergent Danlind, handsoap Júrta Handsápa from Sólheimar, and dishwashing soap Planta Aloe.

[Appendix nr 2.2. : Chemical products](#)

[Appendix nr. O25: Dishwashing detergent for guests, Planta Aloe.](#)

**O26 Waste**

Guests have clear, simple instructions how to sort their waste.

[Appendix nr. P32 : Waste sorting.](#)



### 3.14. Environmental management

#### Mandatory Requirements

**O27 Organisation and responsibility**

The hostel's organisational structure is described along with individual responsibility in environmental areas.

**Appendix nr. O27: Organisation and responsibility.**  
**O27a: Description Green Messenger.**

**O28 Actions to reduce environmental impact**

**Appendix nr. O28: Action plan 2013 & 2014**

**O29 Legislation and regulatory requirements**

The hostel ensures the fulfilment of legislation, including legislation on the working environment, external environment, finances, hygiene and health.

**O30 Information about the Swan for employees**

Full-time employees, part-time employees, trainees, interns and contractors participating in the day-to-day operations have received knowledge to ensure that requirements of the Nordic Eco label license are met. All employees have been informed annually about the hostel's environmental work, including action plans for continuous environmental improvements and the result of the measurements concerning the limit values for the Nordic Eco label licence.

**Appendix nr. O30a: Eco quiz.**  
**O30b: Loft training presentation.**  
**O30c: Educational staff visits**

**O31 Guest information**

Guests are informed about the hostel Swan Ecolabelled certification on media pages (facebook) and about the hostel's environmental efforts on the website.

More information on hostel's website: [www.hostel.is](http://www.hostel.is)

Guests are informed about the hostel's environmental concern on online media and also in the hostel.

**O32 Continuous measurements**

The hostel has procedures for measuring and documenting the limit values for the Swan license for water, energy, waste and chemical products as follows:

- Energy use – monthly
- Water use – monthly
- Chemical product quantity – yearly
- Waste quantity – monthly

*Since its opening in April 2013, the hostel has been audited regularly in order to improve its environmental aspects. 2 times per week, the green messenger checks the hostel according to an eco-audit board. The Green Messenger has to follow, fill, and give it to the manager each month.*

**Appendix nr. O32: Water & electricity measures.**

**Appendix nr. O32a: Eco-audit.**

**O33 Documentation of Swan requirements**

Swan annual report and requirements have been placed on the Staff Diary online before. All documentation is published in the staff diary and is also available in a printed format that is easily accessible for the staff and is located in reception area.

<http://www.hostel.is/Sustainability/TheSwanEcoLabel/>

**O34 Energy-demanding equipment and service log**

The hostel maintains list of energy-demanding technical equipment, which is currently in progress. For every year we have a maintenance plan where checking and service for this equipment is included and we have maintenance logbook about all the failures and repairs done. Every environmental area has its own checklist for service responsibility.

**Appendix nr. O34: Service-log**

**O35 Handling of chemical products**

The Hostel has readily accessible, clear and easily understood instructions for the staff regarding the dosage and handling of chemical products. A written list of products is kept. Cleaning product lists are in every housekeeping storage place. And safety datasheets are available to staff in the Swan folder. This list is updated every year.

**Appendix nr. P50: Our manual dosing system.**

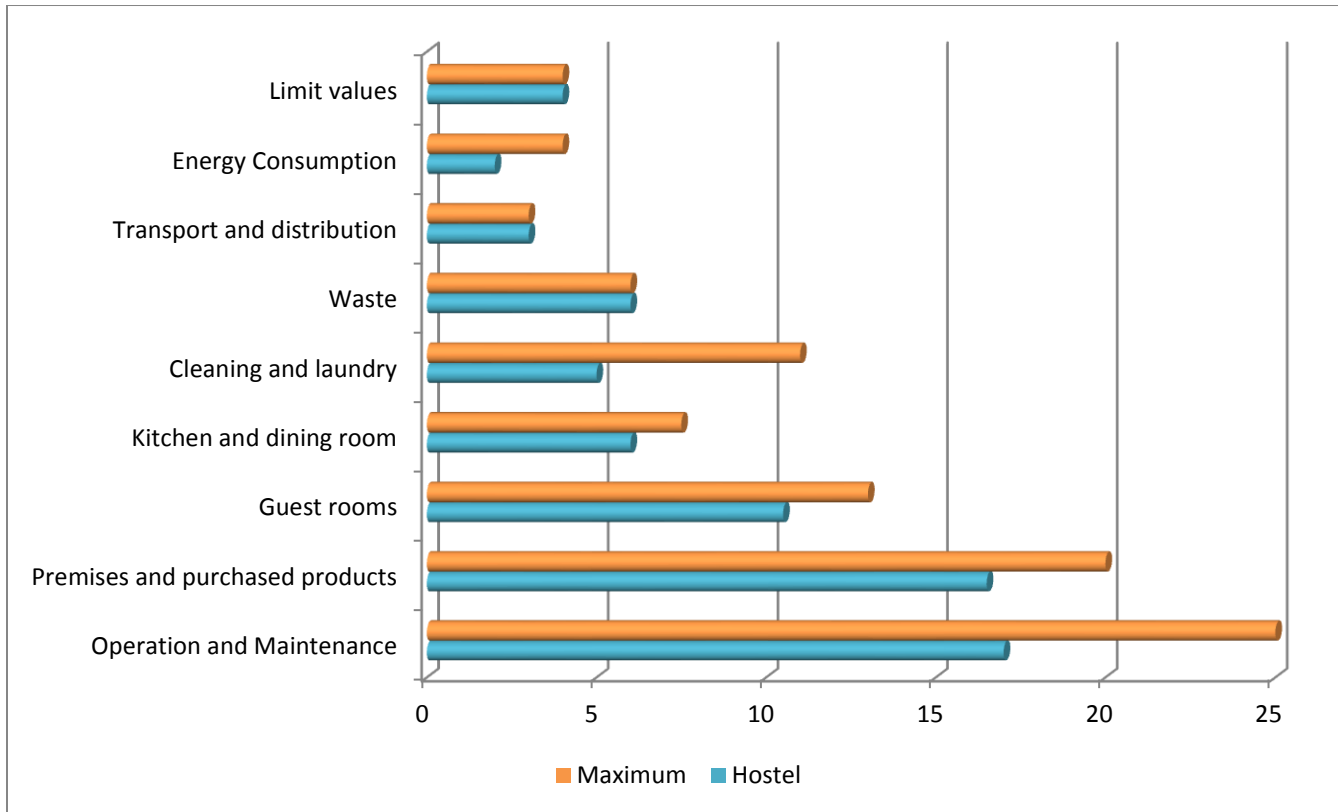
**Appendix nr. P50a: Chemicals and dosage description.**

**O36 Annual follow-up**

The Nordic Eco label organisation follows up the environmental requirements of the report annually. For instance, a written follow-up to the report is returned detailing some of the things which could be improved and the hostel replies to this within one year response time.



### 3.15 Total Score



Hostel Score	Max. Possible Score
70 points	85.5 points

**We achieved 81,87% of the total score for 2013**