



## Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

# Alexander & Cleaver, P.A.

11414 Livingston Road  
Fort Washington, MD 20744  
301-292-3300  
[www.alexander-cleaver.com](http://www.alexander-cleaver.com)  
Law Firm  
Member since July 2010

### Management and Leadership

#### Environmental Policy Statement

*Alexander & Cleaver strives to reduce its impact on the environment, because we believe it is our responsibility to leave a better Maryland for our children. Every member of our firm is not only dedicated to this mission, but honored to be a part of it.*

#### Environmental Team

*The Environmental Team's mission is to fulfill Alexander & Cleaver's Environmental Policy by meeting monthly or as needed. The team further serves as a conduit to energy savings ideas generated by Alexander & Cleaver, P.A. team members. Team members include Matthew J. Youssef, Lyle Fowlkes and Teresa Fletcher.*

#### Annual Environmental Goals

*Our goals are broken into 3 categories: reduced energy usage, water efficiency and waste reduction through conscious efforts and sustainable practices. Alexander & Cleaver is committed to reducing energy consumption by 20%, shrinking water consumption by 10% and waste by 25%.*

*While the Environmental Team is constantly looking for new ideas, some of the most tangible goals are:*

- Use both sides of all paper used for internal consumption;*
- Use both sides of paper on as many presentations as appropriate;*

- Utilize electronic drafts as much as possible to reduce overall paper consumption;
- Turn off lights, printers and unplug appliances not in use;
- Turning off lights of offices not in use;
- Replacing incandescent light bulbs with compact florescent bulbs;
- Recycling all recyclable waste;
- Eliminate the use of disposable plates and utensils, whenever possible and use recycled materials whenever necessary;
- Increase communications so that furniture is moved between offices to accommodate changes rather than disposing and repurchasing;
- Reduce facsimile communication whenever scan and email is possible; and
- Recycle all copier and printer toner.

**Environmentally Preferable Purchasing**

*Alexander & Cleaver, P.A. is committed to purchasing recycled and environmentally friendly products whenever such a decision is not cost prohibitive. Further, by reducing paper consumption, a portion of savings is used to purchase recycled paper.*

**Environmentally Preferable Products and Services**

*Alexander & Cleaver, P.A. counsels energy producers on Maryland's ever changing energy regulatory laws both in renewable energy and energy efficiency. It helps guide property owners and commercial tenants obtain LEED certifications, and connects valuable nonprofits with Maryland's elected officials to produce a cleaner environment.*

*Alexander & Cleaver, P.A. is proud of its long history of supporting a sustainable energy policy. In addition to its numerous nonprofit clients whose environmental goals improve the lives of Marylanders every day, Alexander & Cleaver has represented the interests of numerous renewable energy and energy efficiency companies and has advocated for the importance of on shore and offshore wind, solar energy, biomass energy, and the development of Maryland's first green city.*

**Waste**

**Solid Waste Reduction and Reuse**

*Alexander & Cleaver P.A., reuses file folders, case jackets, accordion folders and paper until it is impractical to continue use, then they are recycled as*

*stated below. Our paper consumption has dropped from about fourteen cases of paper a month to ten cases of paper a month. According to the Environmental Defense Fund's Paper Calculator, this is an annual savings of 3 lbs of sulfur dioxide, 662 lbs of CO<sub>2</sub>, 2,453 gallons of waste water and 216 lbs of solid waste.*

**Recycling**

*Alexander & Cleaver donates its entire outdated library to the Book Thing, Inc. in Baltimore with the hope that while the texts can no longer serve our clients, they may be re-used. It recycles office supplies, copier and printer toner, all paper, plastics and aluminum.*

**Energy**

**Energy Efficiency**

*Alexander & Cleaver is replacing all lighting with energy efficient lights, as well as striving to rely on natural lighting whenever possible.*

*Whenever possible Alexander & Cleaver powers down its facility each night to the extent such action reduces energy demand. Fax machines, copiers and scanners are set on timers to power down when not in use.*

**Transportation**

**Efficient Business Travel**

*Alexander & Cleaver uses conference calls to eliminate inter-office travel and whenever possible coordinates court filings to eliminate unnecessary gas consumption. By more closely watching our attorney's trial schedules and interoffice travel we have been able to eliminate a clerk driving everyday from Fort Washington, MD to Annapolis, MD and back which is 84.4 miles per day round trip. Eliminating three of these trips per week is an annual savings of 599 gallons of gas, 81 lbs hydrocarbons, 606 lbs carbon monoxide, 12,060 lbs carbon dioxide, and 40.31 lbs total nitrous oxide.*

## Water

**Water Conservation**

*Alexander & Cleaver makes a consistent effort to reduce water consumption including but not limited to running the dishwasher at off-peak hours and only when full.*



*Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.*

*Learn more at [www.green.maryland.gov/registry](http://www.green.maryland.gov/registry)*

