



**Annual Report LUGO
Board 2023-2024**

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INTRODUCTION

The 2023-2024 board of Leiden University Green Office (LUGO) saw six new members join as student assistants, leading to a significant change in the internal functioning of the board. The members are as follows:



Team Officer: Remya Radhakrishnan

Project Officers: Meike van den Bos and Daniela Perenyi

Community Officers: Hannah Teeuw and Jitske Nouwen

Communication Officer: Tamara Mallant

LUGO manager SAZ: James van Veen

The first month consisted of the board members understanding LUGO (including how LUGO fits into the overall university structure), its mission, and activities. In the first semester, plans outlined by the previous board guided the initial activities of LUGO, while the board also brainstormed and came up with their own plans for the year.

The board was keen on focusing on the missions of LUGO:

- ***Leiden University Green Office structurally integrates sustainability in Leiden University's education, research and facilities.***
- ***Leiden University Green Office fosters a culture of sustainability in the community of staff and students at Leiden University.***

The board of LUGO took the decision to carry forward select events and projects from the previous boards, while initiating our own. These new initiatives were based on what the board perceived to be important to the university community as well as members' interests.

Highlights of the past year include the Sustainability Symposium, opening of the Schouwburgstraat community garden and setting up of the Green Teams. We still see a lot of scope for improvement for LUGO's visibility in the staff and student community, and better attendance at our events. We hope to see the continuation of projects that were begun in the past year, as well as further collaborations with other Green Offices.

The projects and events taken up by this board are outlined below.

PROJECTS

I. Faculty Project

The aim of this project was to get a clear overview of sustainability efforts being made within the faculties, as well as making lasting connections with and between university staff and students involved in these efforts. The Leiden University Green Office (LUGO) aims to play a connecting role in this process, acting as a central hub of information with an overview of these processes. Sustainable initiatives are relatively fragmented, and many people involved in these are not aware of other initiatives within the university.

We have attempted to get in contact with most of these initiatives as well as other key figures in the transition process towards a sustainable university and compiled a report that is available on our [website](#). This report summarizes our most important findings, functioning as a guide for anyone within the university of Leiden who wishes to know more about the current sustainability movement. This report is intended as a dynamic document that will be continually updated and will be supplemented by the successive LUGO board members. To facilitate interaction and increase connection between the different sustainability stakeholders, the 2023-2024 LUGO board organized a symposium where people involved in these initiatives could meet, discuss sustainability and exchange knowledge.

It is our hope that next year this project will be continued, with the next board updating the document and continuing to make connections.

II. Sustainable Master Thesis Award

Over the past year, we launched the Sustainable Master Thesis Award (SMTA) inspired by other universities' similar initiatives. This project aligns with the university's 2030 sustainability vision as it encourages master's students to engage in sustainability research by recognizing high-quality theses on sustainability topics. The award will offer monetary prizes and recognition to the top submissions, promoting the university's broader commitment to sustainability and societal impact. After receiving feedback and approval from the rector in July 2024, we have initiated university-wide communication and promotion, recruiting jury members from July to October. In September, we will open the submission window and close by November 1. In November and December, the jury will review, rank, and select the award winners for whom a hybrid award ceremony will be held.

III. Green Teams

In October 2023, LUGO launched the Green Teams initiative to decentralize sustainability efforts across all university faculties by 2026. These teams, comprising volunteer students and staff members of a specific faculty, identify and address unique sustainability challenges within their faculties, initiating green projects and

solutions. The aim is to embed sustainability more deeply within each faculty's operations and culture. In September 2023, strategic guidelines for the Green Teams were developed and finalized. The pilot Law Green Team was launched on October 10th, 2023, at KOG with a clothing swap and a presentation on fast fashion by Esther Kentin. The first event organized by the Law Green Team took place on February 7th, 2024, featuring another clothing swap. In the spring of 2024, the Archaeology Green Team was established as well. Ongoing efforts include establishing application systems, proposal forms, certificate requirements, and documentation based on the feedback from volunteers and the best practices of other universities' systems. In September 2024 we are planning to launch the next Green Team: Campus the Hague.

IV. Schouwburgstraat Community Garden

In September 2023, LUGO started transforming an under-utilised outdoor space into a green and biodiverse garden. We wanted to make a beautiful, green space for students and staff to relax and come together, which also promotes local biodiversity. The garden is located at the Schouwburgstraat building in the Hague. (Schouwburgstraat 2). We began by removing some tiles from the garden, and with the help of student volunteers the first plants were put in around October 2023. In February 2024, we organised a second day of garden volunteering. During this session, we put together all the new furniture and garden planters that we ordered. At the end of March 2024, we had a final gardening session with volunteers. At this time, the rest of the garden was cleaned up and we planted new plants in the planters. The garden was officially opened by Annetje Ottow on May 8th 2024. All the plants in the garden are native to the Netherlands, which is beneficial to pollinators such as bees and butterflies. Additionally, a rain barrel was installed and will be used to water the garden during dry periods, to avoid wasting drinking water. LUGO will maintain the garden for now, with future plans to involve students/staff from the building to help with the maintenance of the garden (e.g. watering plants if necessary, pruning, cleaning). LUGO hopes to be involved in more greening projects across campus in the future, considering the success of the Schouwburgstraat Garden.

V. Sustainability labels

In a collaboration with Leids Assessoren Overleg (LaSSO), we have worked on trying to create an opportunity for study associations to be 'scored' on their sustainability. Loosely based on the sustainability label from Delft Green Office, we created a rubric to assess study associations on their sustainability. For example, taking the train to a holiday location would earn you more points than taking the airplane. If they have acquired enough points, they will be awarded either a bronze, silver or gold sustainability label. The association with the best prize will also receive an individual prize. We will aim to have two rounds of grading throughout the year. We are still

trying to perfect the system, and the coming academic year we aim to launch a pilot. We received some criticism that in the already overly busy schedules of the boards of study organisations, there might be little incentive to join the initiative. This is why it might be worth discussing with the Lasso board if for academic year 2025-2026, if some subsidies for sustainability could be allotted to study organisations to aid their sustainability efforts..

VI. National Sustainability Movement

In March, two members of the LUGO board and the LUGO Manager attended the Green Office Movement Summit hosted in Universiteit Twente. It was a good opportunity to meet and exchange ideas between members of different Green Offices (GOs) around Europe and beyond. LUGO took part in discussions regarding the drafting of a Green Office Manifesto, spearheaded by the SvM board, which entailed GOs meeting up over the following months to share best practices, concerns and demands to their respective universities as well as the government. LUGO took initiative by offering the host the first in-person Working Group for GOs at our Sustainability Symposium in June.

In April, LUGO was invited to join the EU-funded Young Green Ambassador programme organised by ESN and SvM. The Team Officer represented LUGO among other GOs and ESN members from the Netherlands and Italy in this week-long climate activism training.

VII. Food Redistribution Initiative

In December 2023, a student from the FSW faculty contacted LUGO with a proposal to tackle food waste within the university. Upon researching the possibilities, LUGO decided to focus on party-catering, which consists of catering supplied during events, and not the catering of cafes and/or restaurants, as food waste in the latter was minimal.

LUGO has created a WhatsApp group where announcements can be made regarding leftover food from party-catering. This information would include the location, the name of the event and for approximately how long the food will be available before cleaning. A member of the Catering department has agreed to provide updates, which LUGO members would accordingly forward to the group chat. So far, three such opportunities have been shared (either through student participants or LUGO members themselves).

In the future, it is envisioned that the Green Teams of each faculty will take responsibility for keeping track of party catering events with leftover food and communicating this on the group chat. More steps must be taken for this project to succeed. Challenges have been faced with being informed regarding events with

leftover food, therefore LUGO is planning to adopt a different approach that relies on updates directly from members of the group chat.

VIII. Leiden Leadership Program

From December until the end of May, we guided a group of Honours students in the Leiden Leadership Program. The task we had for these students was to assess what sustainability related changes students would like to be made to the University catering, such as more vegan food options, cheaper vegetarian food options, or more dairy-free milk options. Besides that, the students were to advise us how we could take a leading role in making those sustainability related changes happen in the University's catering.

The survey ended up garnering approximately 400 responses, giving us an oversight of what change the student populace would like to see in the University's catering. The main problems turned out to be the high cost of food at the restaurants and the lack of good vegan/vegetarian options.

Questions about LUGO's position in the University were also added and led to the LLP students to advise for us to work further on community building through our social media channels and through in-person events to gather enough support to make changes happen at the University's catering department. It will be interesting to follow up on the available vegan/vegetarian food options and the prices of the catering once a new tender starts for the catering contract in 2025. LUGO aims to be heavily involved in this tender, ensuring the voices of students are heard.

IX. LUGO Press

[The LUGO Press](#) is a publication forum for all things sustainability, published by LUGO. Here, we publish contributions from Leiden University students and staff covering all kinds of sustainability topics, ranging from justice and culture to energy and geo-engineering.

This year, we updated the website's design to make it more appealing and easier to navigate. Additionally, we published all the staff interviews from previous boards on LUGO Press, ensuring they have a dedicated place and don't get lost on the university's website. Moreover, we accepted different types of content, written and/or illustrated on a personal basis. Furthermore, we held a competition on LUGO Press: the Spring Poetry contest. Other boards also held poetry competitions, as well as a photography competition.

This year we worked with illustrator, Lieske van Oosten, who illustrated both old and new pieces. Most notably, the poetry contest generated additional interest in LUGO Press, leading to the highest number of submissions during our board year. It would have been even better if we had also attracted more interest in essay submissions and other types of content. We hope that in the coming years, we will see this broader

engagement.

X. Sustainability in Education (Education Survey)

To gauge student expectations and preferences regarding sustainability and Diversity and Inclusion (D&I) in education, we launched a survey for all students of Leiden University. By doing so, we want to gain more insight into students' interests and desires regarding sustainability and D&I into their education. Simultaneously, we hope to use this survey to raise awareness among staff about the importance of integrating sustainability into education.

A similar survey was conducted in 2021. The survey revealed that students at the university believe their programs should pay more attention to sustainability. This year, we created the new survey to see if there are measurable changes or if the desires remain the same. The most important difference between the two surveys is that we have now also added some important questions about D&I in collaboration with the D&I Expertise Office.

Using the insights gathered from these surveys later this year, we hope to determine the best ways to support professors and staff in integrating sustainability into the education at our university. While the outcome is yet to be determined, it could include a set of guidelines for staff with practical tips on how to incorporate sustainability into their teaching.

XI. LEAF

LEAF is an international project that promotes sustainable lab practice by providing laboratories with a set of guidelines and advice to make their labs more sustainable. LUGO has been working with labs from Leiden University on this. We are developing posters promoting sustainable practices in the University labs. These posters will inform students from the beginning of their studies about sustainable tips and practices they can adopt whilst working in the lab. Currently we are in the process of creating a poster for our first pilot (around November 2024) in the LACDR lab. Each poster will be fine-tuned to the specific needs of a study programme, in collaboration with Technische onderwijs-assistenten/technical education assistants (TOA's) and other employees of the lab.

XII. Communication reflection

During COVID, LUGO lost a lot of its visibility. This made it a priority to focus on making ourselves more widely known again among the Leiden University student body. In the beginning, the main focus was on improving the follower/followed ratio, which caused a loss of followers at first, but eventually a growth of about 200 new followers was seen throughout the board year. As we shifted our focus from hosting events to collaborating more with institutes and associations to make internal

changes, our content also changed. An important influence was the project that we did with the Leiden Leadership Program students, which made us introduce more on-trend videos and posts into our feed.

An important factor in increasing our visibility was the re-introduction of the Sustainable Sunday stories on the official Leiden University Instagram account. Although we are still working on finetuning the process of posting these stories biweekly, we foresee that this will cause a steady influx of followers in the next board year if done consistently.

As an additional effort to improve our visibility, we launched the Sustainable City Map of Leiden to provide a “green shopping guide” for students and staff. We used Felt.com for the virtual map and had LUGO’s volunteer illustrator design the physical maps, ensuring a cohesive and appealing final product.

Our main focus this year has been on Instagram and LinkedIn, with a reduced focus on Facebook as the platform is gradually losing its popularity. Besides this, most of our content is also posted on the Sustainability Network on Teams, which mainly reaches Leiden University staff. Lastly, our newsletter is sent out monthly to approximately 800 students/staff and notes our main accomplishments of the month and our planned events for the upcoming month.

EVENTS

The events are outlined in chronological order.

SEPTEMBER

21 September: Sustainability Series I.

Dr. Rosa van den Berg held the lecture “Save the planet whilst doing what you love”, focusing on integrating sustainability with one's passions, particularly within the medical and research fields.

OCTOBER

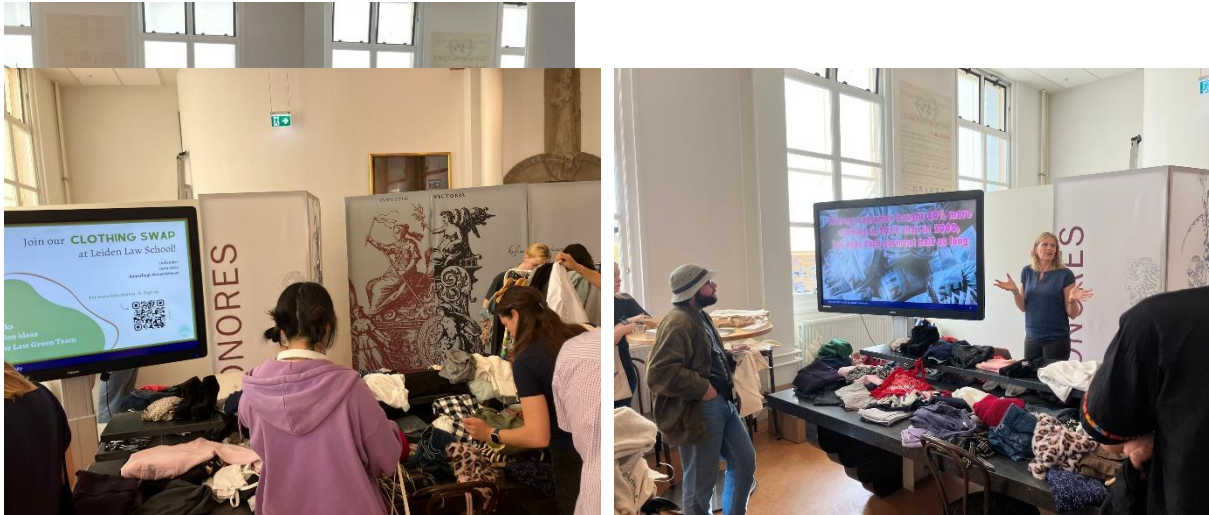
7th October: ‘Boomspiegel’ party Rapenburg

In collaboration with local residents and university stakeholders, we planted decorated 50 tree drip canopies (the soil area around the trees) with biodiverse and native plants to help make the area around our university and our office greener. This successful afternoon was rounded off with some nice drinks and snacks hosted at our office, Rapenburg 38.



10th October: Launching of Law School Green Team on World Sustainability Day

In line with our [Green Team initiative](#), we launched the first Green Team together with a clothing swap event and presentation on the consequences of fast fashion by Esther Kentin.



11th October: Sustainable Exchange Travel Presentation

During the International Experience week, LUGO presented on sustainable exchange travel options, emphasizing the benefits and drawbacks of trains, buses, and airplanes, and recommended using verified CO2 emission compensation projects like the Golden Standard for Global Goals.



18th October: Schouwburgstraat garden volunteer project

To start the transformation of the Schouwburgstraat garden, tiles were removed and the first plants were put in by student volunteers.



25th October: Information stand at the Gorlaeus Atrium



NOVEMBER

9th November: Sustainability Series II.

Dr. Katarzyna Cwiertka delivered the lecture "Packaging, the Most Wasteful Use of Plastic," examining the history and impact of plastic packaging on global waste and

discussing potential solutions to the plastic waste crisis.



17th November: Presentation during International Cultural Night, Well-Being Week 2023

On International Cultural Night, LUGO held an interactive presentation on Solidarity, Sustainability, and Well-Being. We discussed various individual perspectives on sustainability and showcased how the balance between humans and nature can contribute to better well-being in different cultures. We concluded by presenting an interesting dilemma: should we encourage people to modify traditional recipes to be vegetarian or vegan?

15th November: Candle making workshop for the Wellbeing Week

We organized a beeswax candle making workshop in collaboration with the Wellbeing office for the Wellbeing week.



JANUARY

31st January: Information market at Orientation Week Leiden (OWL)

LUGO had as stand at the at the well-visited OWL info market, in order to inform prospective students about sustainability, how they can get involved and where to find us.



FEBRUARY

1st February: Sustainability Series IV.

Kim van der Weerd held a lecture on fast fashion and her experiences as a factory manager of a garment factory in Cambodia.



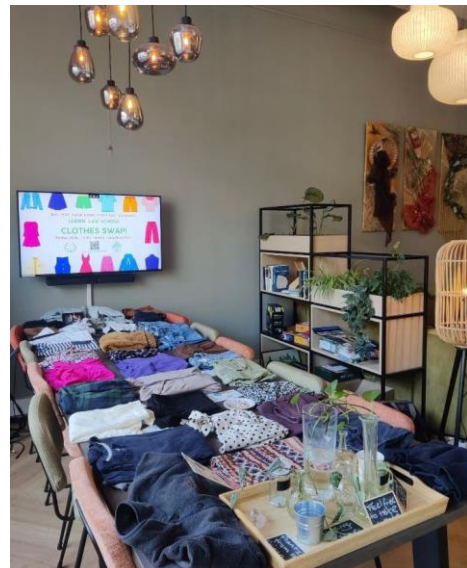
5th February: Schouwburgstraat garden volunteer project

With the help of student volunteers, we constructed new furniture and planters for the garden.



7th February: Information stand at Wijnhaven & Law School Green Team clothing swap

Whilst some LUGO members were attending the information market at Wijnhaven to increase awareness about sustainability and the visibility of LUGO, at the same time, the Law School Green Team organized their first event; a swap shop where students exchanged clothes and accessories while recruiting new members.



12th & 14th February: Clothing swaps at Beehive common room

On the 12th and 14th of February we organized a popular clothing swap in the Beehive, in order to give students in the Hague the ability to clean out their wardrobe and get some fancy new clothes!



16th February: Master's open day information market & Green Buddy meeting in Utrecht

While some members were informing interested students about sustainability and the work of LUGO, others joined the Green Buddy meeting organized by Studenten voor Morgen in Utrecht to discuss challenges and best practices of different Green Offices.

27th February: Archaeology Green team launching movie night – CANCELLED

Together with L.A.S. Terra, we collaborated on the organization of a movie night event where LUGO planned to launch the Archaeology Green Team. Unfortunately, due to a low number of signups, this event had to be cancelled. Instead, we recruited members for the Green Team by giving a pitch at the end of a high turnout mandatory lecture on the 13th of March.

MARCH

7th March: Sustainability Series V.

Maurits van der Heijde, climate psychologist and board member of the Climate Psychology Foundation held a presentation on climate anxiety.



13th March: Pitch for Archaeology Green Team

After the movie night had to be cancelled, LUGO recruited members for the Green Team by giving a pitch at the end of a high turnout mandatory lecture.

15th March: Green Office Summit in Enschede

Organised by the National Green Office Movement, the Summit was an event in which Green Offices (and a few other student organisations) from around the world came together. There were a range of valuable workshops spread across three days, but the highlight of the summit was exchanging ideas and networking with other Green Offices, giving us more inspiration on how to make a more sustainable impact at the university.



20th March: Schouwburgstraat Garden preparations with volunteers

During this session of volunteer work, we did a second round of planting.



22nd March: Publishing the Leiden Sustainable City Map



28th March: Sustainability Series VI.

We invited Dr Bart de Steenhuijsen Piters, expert in sustainable food systems at Wageningen University, held an intriguing workshop.



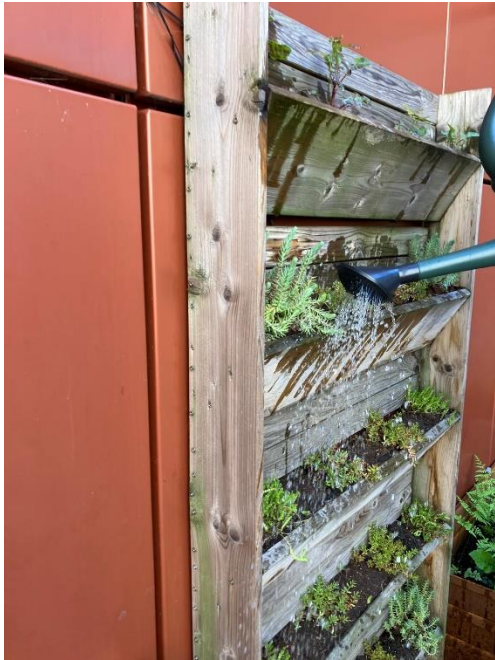
APRIL

12th April: Publishing of the Faculty Report

On the 12th of April we successfully finished our faculty report project described above and published the report on our [website](#).

24th April: Schouwburgstraat Garden preparations

During this final session of garden work, the garden was tidied up in preparation for the opening.



24th April: Launching the Leftover Food Redistribution initiative

LUGO created the WhatsApp group to have a platform where updates on available leftover food can be shared. The initiative was promoted on Stop Food Waste Day.

MAY

2nd May: Schouwburgstraat Garden preparations

Here we spent almost a whole day preparing the garden for its official opening a few days later.



3rd May: Law School Green Team swap shop at KOG living room

The Law School Green Team organised its second event, this time a Swap Shop. Attendees exchanged clothes, kitchen tools and books while enjoying some music and snacks.



8th May: Opening of the Schouwburgstraat Community Garden

The garden was officially opened by Annetje Ottow on May 8th, 2024, with many stakeholders and students present to witness the opening. After a short speech by LUGO and Annetje Ottow, participants could opt to take part in a biodiversity walk through the Hague led by experts from IVN Nature Education. After returning from the walk, participants could pick up some free plants in our plant swap and enjoy some drinks and snacks. A very successful day, with the only downside being the somewhat rainy weather!



27th May: Announcing the winner of the Spring Poetry competition

The theme of the competition was “Ripples of Change: Water’s Journey and Impact”. We had 8 submissions for this competition and the LUGO members all individually assessed the submissions and came up with the uncontested winner! The winning poem can be read on our LUGO press [website](#).

JUNE

12th June: Sustainability Symposium

LUGO hosted a Green Office workgroup session and a symposium to bring together university stakeholders, staff and students to discuss and learn about sustainability at Leiden University. This was a key part of the Faculty Project.

A key achievement was bringing together representatives of seven different Green Offices from other Dutch universities and a member of the SvM board. In this session – which was conducted in the morning before the main symposium – the best practices and challenges were shared between the different Green Offices. Participants learned from each other and brainstormed on solutions that could benefit each other.



Due to delays in our planning, we were unable to carry out our original plan of hosting three different sessions of panel discussions between university stakeholders on the themes of sustainability in Research, Education, and Facilities. Nevertheless, we managed to organise a symposium with interesting speakers but a different symposium structure. The main symposium consisted of three sessions. Firstly, Dr. Dario Fazzi conducted a session on the role of virtual reality in environmental education. Secondly, Aranka Viragh and Esther Kentin shared their perspectives on the progress and future action for sustainability in real estate and the Law faculty respectively. The final session shared the outcome of the Leiden Leadership Programme student team's research into sustainability in the university's catering system. We finalized the day with a nice borrel in the Faculty Club.



JULY

9th July: Presentation at Laboratory Efficiency Assessment Framework (LEAF) symposium

Reflection of LUGO events:

The LUGO board did face certain challenges with certain events and projects. Lower turnout rate than expected was observed at many events, although this is a challenge faced by most associations/student committees that organise social/academic events. In extreme cases, this led to cancellation of an event due to expected low turnout (namely, the Movie Night for the launching of the Archaeology Green Teams).

LUGO receives many external requests for collaboration. Over the year, we explored several such opportunities, and based on our capacity, were able to go ahead with select few. Opportunities or ideas which we determined were of significance but not feasible during our tenure have been recorded in our transition manual for the future board to take up if they wish to.

Overall, the board has observed a fruitful year and wishes the best for the following board. We extend our gratitude for the support provided by the university in our work.