

DEVELOPING A CLIMATE AND ENVIRONMENTAL POLICY



FOR
YOUR
WORLD

Climate and environmental policies are a written statement that outlines your aims and principles in relation to managing the environmental effects and aspects of your business and operations; it should be approved and owned by senior management.

A climate and environmental policy is essential to help ensure you are managing your climatic and environmental impacts in a responsible way. This policy should align with wider organisational policies and you should seek to embed environmental principles and commitments within other relevant organisational policies, for example your business travel policy. The following information should help you understand the key requirements of an effective climate and environmental policy.

1



OUTLINE OBJECTIVES

Outline key climatic and environmental objectives, including compliance with relevant environmental legislation.

2



OUTLINE COMMITMENTS

Outline your commitments to improve climate and environmental performance.

3



DEFINE CLEAR ACTIONS

Include clear actions on how commitments will be achieved for each function of your business (for example: transportation, energy efficiency, waste management, and supply chain).

4



OUTLINE RESPONSIBILITIES

Outline who is accountable to deliver the objectives and commitments, and the roles of different stakeholder groups.

5



COMMUNICATIONS

Outline your communications plan to ensure internal and external stakeholders are aware of their role and your organisation's commitments.

6



REVIEW OF ACTIVITIES

Undertake regular reviews to ensure your current activities comply with your policy – this will ensure that you continue to progress towards objectives.

7



REGULAR POLICY REVIEW

Commit to regular reviews of the policy to ensure that you are up to date with any new legislation and that the scope of your policy is still relevant.