# Sustainability

## Investigate current practices in relation to resource usage

1.1    Identify environmental regulations applying to the enterprise

1.2    Analyse procedures for assessing ***compliance***with environmental/sustainability regulations

1.3    Collect information on environmental and resource efficiency systems and procedures, and provide to the work group where appropriate

1.4    Collect, analyse and organise information from a range of ***sources***to provide information/advice and tools/resources for improvement opportunities

1.5    Measure and document current resource usage of members of the work group

1.6    Analyse and document current ***purchasing strategies***

1.7       Analyse current work processes to access information and data to assist in identifying areas for improvement

## Set targets for improvements

2.1    Seek input from ***stakeholders, key personnel and specialists***

2.2    Access external sources of information and data as required

2.3    Evaluate alternative solutions to workplace environmental issues

2.4    Set efficiency targets

## Implement performance improvement strategies

3.1   Source and use appropriate ***techniques and tools***to assist in achieving efficiency targets

3.2    Apply continuous improvement strategies to own work area of responsibility, including ideas and possible solutions to communicate to the work group and management

3.3    Implement and integrate ***environmental and resource efficiency improvement plans***for own work group with other operational activities

3.4    Supervise and support team members to identify possible areas for improved practices and resource efficiency in work area

3.5    Seek ***suggestions***and ideas about environmental and resource efficiency management from stakeholders and act upon where appropriate

3.6    Implement costing strategies to fully value environmental assets

## Monitor performance

4.1    Use and/or develop evaluation and monitoring, tools and technology

4.2    Document and communicate outcomes to report on efficiency targets to key personnel and stakeholders

4.3    Evaluate strategies and improvement plans

4.4    Set new efficiency targets, and investigate and apply new tools and strategies

4.5    Promote successful strategies and reward participants where possible