



Carbon Reduction Organisational Standards

Carbon Reduction Management Support Guidance

1. Leaders and managers recognise their role in supporting staff to reduce the organisation's carbon footprint.

1.1 Attach evidence that managers and leaders recognise their own role in reducing carbon. (If you are unable to provide links, please email to tick@tickaccreditation.com)

Possible evidence (*this list is not exhaustive*)

- Staff survey
- Feedback
- Staff handbook
- Website/ intranet screenshots
- Job descriptions
- Procedures
- Data

Bronze	Silver (<i>as Bronze, but also...</i>)	Gold (<i>as Silver, but also...</i>)
Evidence attached		

1.2 Describe how leaders and managers provide support to staff to reduce the carbon footprint.

Bronze	Silver (<i>as Bronze, but also...</i>)	Gold (<i>as Silver, but also...</i>)
Leaders and managers design or adjust workflow to allow for carbon reduction where possible.	Leaders and managers recognise their role in supporting staff to reduce the carbon footprint and they	Leaders and managers have carbon reduction responsibilities written into their job/role descriptions.



	engage with all staff (including field-based, home-based staff or those on long-term leave) in a variety of ways.	
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2. Leaders and managers receive training to support carbon reduction awareness and ways they can support staff.		
2.1 Attach evidence of training provided to leaders and managers. (If you are unable to provide links, please email to tick@tickaccreditation.com)		
Possible evidence (<i>this list is not exhaustive</i>)		
<ul style="list-style-type: none"> • Data (e.g. % of manager accessing training) • Case studies • Marketing literature • Website/ intranet screenshot • Qualification certificates 		
Bronze	Silver (<i>as Bronze, but also...</i>)	Gold (<i>as Silver, but also...</i>)
Evidence attached		

2.2 Give examples of the training in place to support leaders and managers' knowledge of the impact of greenhouse gases and what they can do to support staff to reduce the carbon footprint.		
Bronze	Silver (<i>as Bronze, but also...</i>)	Gold (<i>as Silver, but also...</i>)
There is training in place to support leaders' and managers' knowledge of greenhouse gases and ways that they can support staff to reduce them.	Leaders and managers receive training on reducing the carbon footprint and the company's actions/targets.	Leaders and managers have received training on their leadership and management styles and are able to reflect on the impact on others. This is monitored through an appropriate method (such as reduction in amount of waste or travel).