



Draft Environmental Policy August 2019

Our Moon Education acknowledges the connection between the climate and other environmental crises and the threat of current and future homelessness, disease, food and water shortages and poverty for millions of people around the world, as well as the major damage being caused to our natural ecosystems.

It therefore recognises its responsibility to reduce its carbon and environmental footprints and formally commits itself to be an environmentally responsible charity.

To take this forward it commits to the following actions:

Management

1. Our Moon Education mandates the CEO to take executive responsibility for taking forward and implementing this commitment and reporting on our progress in our annual report.
2. Our Moon Education annual impact statement will include a summary of this annual environmental audit of the charity. See appendix 1
3. Progress on improvement of Our Moon Education environmental performance will be a standard item at senior management meetings.
4. To source all materials needed for project work locally where possible.
5. To source all tooling/consumables needed for project work locally where possible.
5. To use recycled materials wherever possible.
6. All staff contracts will include a clause stating that staff will be expected to help Our Moon Education in carrying out its aim of being an environmentally responsible organisation, in how they carry out their day-to-day duties.
5. Induction procedures for new staff will include information on the charity's environmental practices.
6. Our Moon Education will ask all our current and future suppliers for their environmental policies and for evidence of implementation of such policies and indicate that such performance will be used as criteria for supplier selection.
7. Our Moon Education will seek relevant environmental clauses included in any future contracts agreed with outside bodies.
8. Our Moon Education will include environmental responsibility training in any future staff training programmes, especially for those involved in providing advice to vulnerable clients.
9. Our Moon Education will observe existing environmental legislation as a minimum standard and seek to out-perform current legislative requirements where practical.

10. Our Moon Education will develop and maintain a sustainable transport policy for their staff, seeking to reduce unnecessary travel and making the transport that is necessary as sustainable as possible and will monitor progress annually.

Review - This environmental policy shall be reviewed annually upon its adoption.



Appendix 1 - Suggested Annual Reporting Data

- A. Kwh electricity used
- B. Kwh green electricity produced onsite.
- C. Percentage of electricity purchased from a green electricity supplier.
- D. Number of flights (if any) taken by staff, route flown, and airline operated.
- E. Any staff mileage/fuel paid for or used
- F. Resources repurposed that would otherwise be diverted to landfill.
- G. The actual annual energy Carbon Footprint of the organisation - calculated from the above figures.
- H. Percentage of paper and publications that were printed on recycled paper during the year
- I. Total number of litres of water consumed.
- J. If meals are provided: Amount of food sourced from local sustainable sources or from own grounds and percentage of vegetarian meals served
- K. Any other relevant environmental information including progress on implementing eco-audit recommendations and successes.

