

How to achieve Bronze level



In order to meet the Bronze level of the Carbon Charter you must have the following in place:

1. A working energy/carbon management policy
2. An environmental action plan relating to the policy
3. Effective systems to measure and monitor your progress

If your organisation has an Environmental Management System (EMS) you may have all or some of these things in place already.

Working policy

Your organisation's energy/carbon management policy should be a short document (set out over one or two pages) providing a brief description of the activities undertaken by your organisation and committing your organisation to continued improvement of its carbon/energy management performance (please see guide to developing an Environmental Policy).

Action plan

To develop an action plan for your organisation, you should first undertake a basic review of your organisation and its activities, looking for areas of high energy spend and the measures you can take to reduce this.

The Action Plan should also detail the actions you are going to take to achieve your targets, when they will be completed (or reviewed) and who will be responsible (e.g. office manager to replace all incandescent lights by October).

This may mean that a number of people within the organisation are given new areas of responsibility or job objectives so make sure they are aware of them.

Monitoring and measuring progress

To ensure actions within the plan are being carried out, you should ensure that systems are in place to review and evaluate progress. This may involve making this the responsibility of an individual employee or setting up a team to monitor and track progress. You may find it useful to add carbon management to the agenda of your existing meetings.

You will need to keep a record of your energy, utility and other resource consumption (please contact an advisor if you would like to receive an energy monitoring spread sheet) and a record of your action plan review processes.



Please speak to a Carbon Charter advisor for more help and support.