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Environmental Policy Checklist

Professional Services and Manufacturing

**Environmental Policy Checklist**

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| --- | --- |
| **Date** |  |
| **Reviewed by** |  |
| **Policy Document Name** |  |

Use the checklist below to evaluate your policy document(s).

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| **Area of compliance** | **Meets compliance** |
| 1. Clearly outlines business commitments to sustainability, including Net Zero targets.
 | **(Y / N)** |
| 1. Demonstrates compliance with environmental regulations, e.g. [Environment Act 2021](https://www.legislation.gov.uk/ukpga/2021/30/contents), [ISO 14001 Certification](https://www.iso.org/files/live/sites/isoorg/files/store/en/PUB100372.pdf), [Sustainable Development Goals](https://sdgs.un.org/goals).
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| 1. Specifies which operations, departments, or area of business that the policy applies to.
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| 1. Identifies the which Scope 1, Scope 2 and/or Scope 3 emissions are included.
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| 1. Establishes measurable targets that reduce your business’s environmental impact.
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| 1. Details clear objectives, including who will be responsible.
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| 1. Ensures effective stakeholder engagement, both internally and externally.
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| 1. Commits to continuous improvement through regular review, audits and policy updates.
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| 1. Policy Includes clear tracking and reporting mechanisms.
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| 1. Policy is easily accessible, available and approved by management.
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