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**Gene People Environmental Policy**

Date policy last reviewed and approved: Nov 2021

Next review due: Nov 2022

Review frequency: Annually

Approving body: Board of Trustees

Responsible staff member: CEO

**Background**

Gene People acknowledges the connection between the climate and other environmental crises, as well as the major damage being caused to the world’s natural eco-systems.

Gene People therefore recognises its responsibility to reduce its carbon and environmental footprints and formally commits itself to being an environmentally responsible charity.

To take this forward it commits to the following actions:

**Management**

1. Gene People mandates the CEO to take executive responsibility for taking forward and implementing this commitment.

They are also requested to report annually on progress made, including statistical information on Gene People’s annual carbon footprint by using <https://www.carbonfootprint.com/small_business_calculator.html>. Calculations will include the carbon footprint of home workers and any travel by Trustees exclusively for Gene People business. The environmental report will include the number of journeys undertaken and the means by which they were made and the number of suppliers who were able to comply with requests for their environmental policies

This annual environmental report will be presented at the same meeting as the annual accounts.

1. Gene People’s annual impact statement will include a summary of this annual carbon footprint of the charity and steps taken to reduce it.
2. Progress on improvement of Gene People’s environmental performance will be a standard item at staff meetings.
3. All staff contracts will include a clause stating that staff will be expected to help Gene People in carrying out its aim of being an environmentally responsible organisation, in how they carry out their day-to-day duties.
4. Induction procedures for new staff will include information on the charity’s environmental practices.
5. Gene People 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.
6. Gene People will seek to have relevant environmental clauses included in any future contracts agreed with outside bodies, such as venues.
7. Gene People will observe existing environmental legislation as a minimum standard and seek to out-perform current legislative requirements where practical.
8. Gene People 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.