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| Title: | | **Improving and maintaining the organisation’s environmental performance** | | |
| Level: | | 5 | | |
| Credit value: | | 5 | | |
| Unit guided learning hours | | 14 | | |
| Learning outcomes (the learner will) | | | Assessment criteria (the learner can) | |
| 1. Understand the strategic context of environmental sustainability | | | 1.1  1.2  1.3  1.4 | Explain why environmental sustainability is a strategic issue in the context of the organisation’s purpose and activities  Review current legislative requirements and codes of practice associated with environmental sustainability that impact on the organisation  Evaluate the organisation’s current environmental sustainability strategy, policy or standards  Recommend improvements to the organisation’s current environmental sustainability strategy, policy or standards |
| 1. Understand how to identify and resolve environmental problems and issues through an environmental audit | | | 2.1  2.2 | Undertake an environmental audit, or baseline environmental audit, using an appropriate methodology in own area of responsibility to improve environmental performance  Produce a formal post-audit report comprising evaluation of findings, recommendations, action plan and monitoring and review techniques used to maintain improvements |
| **Additional information about the unit** | | |  | |
| Unit purpose and aim(s) | | | The aim of this unit is to develop understanding to improve and maintain environmental performance as required by a practicing or potential middle manager. | |
| Details of the relationship between the unit and relevant national occupational standards or professional standards or curricula (if appropriate) | | | Links to Management & Leadership 2008 NOS: | |
| Assessment requirements or guidance specified by a sector or regulatory body (if appropriate) | | |  | |
| Support for the unit from a sector skills council or other appropriate body (if required) | | | Council for Administration (CfA) | |
| Equivalencies agreed for the unit (if required) | | |  | |
| Location of the unit within the subject/sector classification system | | | 15.3 – Business Management | |
| **Additional Guidance about the Unit** | | | | |
| **Indicative Content:** | | | | |
| 1 | * The business case for responding to the challenges of sustainability:   + Financial pressures and incentives to go green   + Reputation   + Legislation from UK and Europe * Triple bottom line reporting: profit, people and planet * Legislative requirements * Regulatory requirements for specific industrial / commercial operations such as Packaging Waste Regulations, Electrical and Electronic Equipment Regulations * Environmental Standards such as ISO14001, Eco-Management Audit System (EMAS), Energy Efficiency Scheme * Environmental responsibilities in manager’s role, such as procurement, internal and external customers and suppliers, eco-design and development, energy awareness, identification and management of waste streams, excess materials, operations, heat / energy loss * Reduction of carbon footprint (Carbon Reduction Commitment), alternative sources of heating and lighting and the use of eco-efficient equipment | | | |
| 2 | * Environmental Management Systems (EMS) and EMS standards such as the British Standard BS7750 (BS11992), the European Eco-Management and Audit Scheme for Industry (CEC, 1993) and the DoE Eco-Management and Audit Scheme for UK Local Authorities (DoE,1995) * Environmental audit practice and procedures and methodologies * Reasons for environmental audits, such as compliance with legislation, pressure from customers and/or suppliers, demonstration of environmental concern and responsible environmental activity to the public * Benefits of environmental audits such as compliance with laws, regulations and standards and company policies and the requirements of an Environmental Management System (EMS) standard | | | |