Green Protocol for Management

of cultural organisations

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GREEN Ethics

GREEN ETHICS Sustainable Strategy

Why a Green Protocol?

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The **Green Protocol** was drafted in the context of the **Green E.Th.I.Cs project** greenethics.eu with the aim of promoting the sustainability of cultural organisations, encouraging greener practices and inspiring positive change.

The **Green Protocol** provides viable and straightforward ways to lower carbon emissions and adopt more sustainable attitudes in project management processes and event organisation.
To do so, it also introduces the key role of the **Green Manager**, who encourages sustainable behaviours and engages employees to optimise sustainability efforts in the organisation.

Being a **Green Manager** does not require a scientific degree in sustainability but base knowledge regarding the topic. What is needed from the Green Manager is a **genuine passion for sustainability**, a commitment to drive positive change and the ability to adapt to new situations.



Green Protocol for Management

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The Green Protocol for management offers suggestions and recommendations for Green Managers to plan and choose eco-friendly practices that suit their organisation in everyday activities. The management guidelines contain **five** main points for the **Green Managers** to focus on:

- **Energy**
- **Office supplies**
- **Recycling**
- **Water and Catering**
- **Travelling and Meetings**



Energy

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Organisations can reduce their energy consumption & increase their energy efficiency in several ways:

Looking for Green Energy Providers whenever possible

Making sure unused electronics are unplugged when not in use Reducing energy consumption for lighting by replacing incandescent light bulbs with LEDs

Using an electric kettle instead of boiling water

Installing occupancy sensors

Taking care of any audio-visual and lighting equipment to ensure optimal performance and maintain energy efficiency



Office Supplies

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When offering gifts or gadgets, choosing **useful, plastic-free, recyclable or reusable items** that are selected from suppliers attentive to sustainability issues

Choosing refurbished electronics instead of buying new products

Reducing the use of paper by going digital and maximising paper usage by utalising both sides for note-taking and printing

Engaging with **local suppliers** for activities material to reduce transportation distances and foster local economies

Choosing **certified paper** and office supplies (such as FSC or EU Ecolabel)

Recycling

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Organisations can implement the “Three Rs” of sustainability:

- Reducing, especially paper usage by embracing digital communication and documentation
- Reusing materials, avoiding anything single-use and opting for reusable alternatives
- Recycling, simplifying correct disposal of materials by guaranteeing easy-to-access recycling bins in the office and providing staff training on proper recycling practices

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Water and Catering

- Encouraging sustainable water management solutions by distributing tapped drinking water, reusable water bottles and cups
- Promoting local and seasonal suppliers of food and drinks
- Choosing vegan or vegetarian options at least three times a week
- Buying only the amount of food needed and donating excess food



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Traveling

Green travel options are encourage by:

- Reducing travel with a car to a minimum and preferring public transport for short-distance travelling

- Adopting the **“1.000 km rule”** and avoiding air travel in favour of greener forms of transportation for distances up to 1.000 kilometres. Exceptions to this rule are considered if more than 20 hours are needed for travelling or in case of health-related problems, urgent meetings and family issues

- Choosing hotels with **green certifications**, such as **GSCT** or **ISO**, if staying overnight is necessary

Meetings

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Prilikom organizovanja sastanka, podržati održive prakse:

Opting for **digitalisation and organising** online meetings whenever possible

Providing advice to attendees regarding eco-friendly transportation to reach the meeting location and accommodation

Choosing and easily accessible meeting location to **encourage the use of public transport** or other green forms of transportation

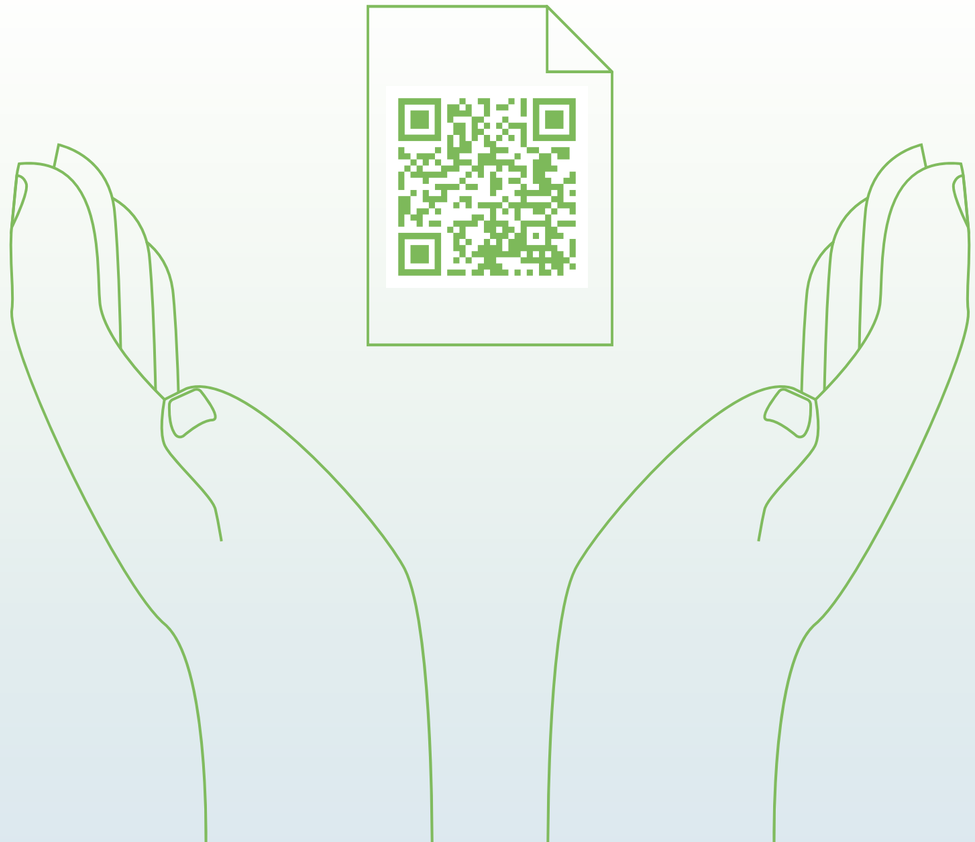
Offering sustainable food, in particular vegan and local food

Read the full Green Protocol

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If you want to find out more about sustainable practices for your organisation, you can read the entire Green Protocol drafted in the context of Green Ethics project on the project ‘s website

https://greenethics.eu/green-resourses



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Green E.TH.I.Cs Project

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The **Green Protocol** has been drafted in the context of **Green E.Th.I.Cs**, a European project implementing cultural initiatives of civic commitment to **raise awareness about climate change** and encourage citizen participation through performing arts. The project in numbers:

- **18** partners
- **12** countries
- **100** professionals
- **110** live games show
- **45.000** citizens involved
- **1.200** board games activities in schools