

# EarthCheck Certified Process



## STEP ONE

### Make a commitment & policy



Engage your team and your stakeholders to devise a Sustainability & Energy Efficiency Policy.

This is where your business commits to a sustainability pathway and establishes a green team.

START

## STEP TWO

### Benchmark and track performance



Let's assess your current state.

Uploading your operational data to the MyEarthCheck portal will enable you to:

- Access real-time information
- Identify opportunities
- Prioritise critical issues and initiatives
- Report performance

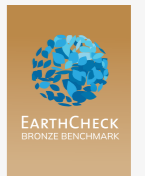
You will be benchmarked on:

 WATER USE	 ENERGY USE	 CARBON EMISSIONS	 CHEMICALS
 WASTE	 PAPER USE	 COMMUNITY & EMPLOYEE IMPACT	

As well as being able to create your own custom indicators.

### ACHIEVEMENT

You're on your way to becoming certified! Once Stage 2 is complete, you can celebrate your Bronze Benchmarked status and share the results with stakeholders.



### IMPLEMENTATION

Now that you're benchmarked, it's time to effect change by implementing your sustainability management system. This will allow you to easily measure and manage the sustainability activities of your business. EarthCheck has criteria, guides, templates and people to guide you through the process systematically.

## ACHIEVEMENT

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If you meet the requirements, you will be awarded certification and use of the EarthCheck Certified logo to promote your achievement. Marketing and communication tools are provided to assist you and the team in spreading the news of your certification. Your certification level is upgraded the longer it's maintained.

YEARS 1-4   YEARS 5-9   YEARS 10-14   YEARS 15+



RENEW every 12 months

## AUDIT

### AUDIT

When you have completed Stages 1-5, we will organise an onsite certification audit with a credible and experienced independent auditor to verify your commitments.

The auditor will produce a detailed certification report, and will make a recommendation to our certification team as to whether your business is compliant and certifiable.

## STEP FIVE

### Communication



- ✓ Develop a Communication Action Plan
- ✓ Engage external stakeholders
- ✓ Demonstrate business transparency
- ✓ Strive to improve your brand image

## STEP FOUR

### Sustainability & energy approach



- ✓ Develop a Sustainability Management System & Energy Efficiency Approach
- ✓ Develop targets, objectives and compelling initiatives
- ✓ Regular reviews and documentation to ensure compliance

## STEP THREE

### Governance



- ✓ Ensuring adherence to all regulatory requirements
- ✓ Adoption of international standards or best practices
- ✓ Regular risk assessments and stakeholder consultations