



Sustainability Implementation Framework

Developed by Oxford Consulting Group



Functions → Steps ↓	Executive/ Leadership	Facilities/ Operations	Procurement/ Supply Chain	Sales/ Marketing	Human Resources
Learn	<ul style="list-style-type: none"> -Attend conferences -Know reporting requirements -Share at quarterly executive meetings 	<ul style="list-style-type: none"> -Conduct environmental compliance audits -Identify health/safety risks 	<ul style="list-style-type: none"> -Analyze consumption patterns -Survey suppliers 	<ul style="list-style-type: none"> -Conduct customer interviews -Understand consumers' & NGOs' concerns 	<ul style="list-style-type: none"> -Survey employees -Analyze top ranked employers' practices
Measure & Benchmark	<ul style="list-style-type: none"> -Compare best in class -Review industry data 	<ul style="list-style-type: none"> -Baseline: <ul style="list-style-type: none"> •GHG •Waste •Water •Hazardous materials 	<ul style="list-style-type: none"> -Baseline: <ul style="list-style-type: none"> •Consumables •Office supplies 	<ul style="list-style-type: none"> -Measure products' environmental risks -Measure stakeholder's knowledge gaps -Complete Wal-Mart scorecard 	<ul style="list-style-type: none"> Baseline: <ul style="list-style-type: none"> •Employee involvement •Healthy work & life balance outcomes
Plan & Implement	<ul style="list-style-type: none"> -Establish short & long term corporate & community goals -Build KPIs -Appoint leader 	<ul style="list-style-type: none"> -Develop programs to reduce water, waste, GHG & hazardous materials for office and manufacturing -Build EMS & HSMS 	<ul style="list-style-type: none"> -Develop purchasing guidelines -Conduct supplier audits -Enact sustainable practices with supply chain 	<ul style="list-style-type: none"> -Improve products -Develop new products -Create external educational tools -Enact sustainable practices with customers 	<ul style="list-style-type: none"> -Set individual & department targets -Launch education programs -Create joint NGO, government & academia projects
Monitor, Share & Grow	<ul style="list-style-type: none"> -Develop internal and external annual progress reports -Apply to accredited GHG registries -Publish data with 3rd party organizations 	<ul style="list-style-type: none"> -Track performance to goals & baselines -Conduct 3rd party audits -Apply green building principles to existing and new structures 	<ul style="list-style-type: none"> -Create supplier environmental score card -Set supply chain reduction goals -Track and report on indirect GHGs 	<ul style="list-style-type: none"> -Brand environmental programs -Share best practices with stakeholders -Create educational forums 	<ul style="list-style-type: none"> -Track retention & attraction performance -Conduct employee satisfaction survey -Incorporate green into performance evaluation -Implement green rewards



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