

	Within your business		With your customers		With your suppliers		With the wider community	
	IMPACT	ACTION	IMPACT	ACTION	IMPACT	ACTION	IMPACT	ACTION
Social	Employee welfare and wellbeing	Fun, flexibility, work/life balance	How we behave with and treat our customers	Open, honest, transparent, quality assurance	Human Rights issues	Preferred supplier list	Employment	Employ people from local area
	Health + safety	H+S policy	Potential Human Rights issues in the supply chain of products we buy on their behalf	Try to find out as much information as possible on suppliers and communicate with customers	Labour practices		Supplier risk assessments	Community investment
	Training and development	Offer training to all employees				Research into suppliers' credentials		
	Equality + diversity	Equality + diversity policy					Noise, traffic, parking	Drive and park carefully and sensitively. Respect our location when travelling to and from and when at work.
Environmental	Travel (commuting and travel for work)	Use public transport and combine meetings as much as possible. Walk or cycle to work when practical	Travel to customers	Use public transport and combine meeting as much as possible	Transporting items we buy (both for us and customers)	Source locally	Use of the building	Cre8 meeting
	Electricity + gas use	Monitor and try to reduce consumption	Printing - on behalf of customers and materials we send out	E-comms.	Waste/pollution	Research into suppliers' credentials	Impacts on the local area	Storage
	Water use		Potential environmental issues in the supply chain of products we buy on their behalf	Find out as much info as possible and communicate with customers	Biodiversity			Tried to get rid of mice without nasty poison
	Waste to landfill	Reduce waste to landfill: eliminate / reduce / reuse / recycle			Energy use			Planting flowers
				Water use				