

## Overview

This standard is about managing work activities and resources in your area of responsibility to minimise the negative impact, and maximise the positive effect they may have on the environment and society. You contribute to environmental and social impact improvements by working with your team and stakeholders, organising sustainable resource use and ensuring compliance with environmental and social impact policies. You report environmental risks beyond your control and obtain specialist advice when required. You also implement changes to activities to reduce negative and increase positive impacts of your organisation's work on the environment and demonstrate corporate social responsibility.

This standard is for all managers and leaders.

## Performance criteria

### *You must be able to:*

1. identify opportunities for improving the environmental and social impacts by engaging your team and stakeholders
2. contribute to improving the environmental and social impacts by working with your team and stakeholders
3. organise work activities and safe and sustainable use of resources
4. assess work activities to ensure they comply with legal requirements, environmental and social impact policies
5. agree actions to minimise negative and maximise positive impacts on the environment and society
6. identify the environmental and social impacts of work activities
7. identify the environmental and social impacts of the use of resources
8. report any identified risks to the environment which you do not have the ability to control
9. identify and implement changes to work activities and the use of resources that will reduce negative and increase positive impacts on the environment and society
10. communicate the environmental and social benefits resulting from changes to work activities and the use of resources
11. obtain specialist advice, where necessary, to help you identify and manage the environmental and social impacts of your work activities and use of resources
12. follow the legal, organisational, codes of practice and policies relevant to managing the environmental and social impacts of your work

## Knowledge and understanding

*You need to know and understand:*

### **General knowledge and understanding**

1. how to organise work activities and the use of resources in your area of responsibility so that they are efficient, effective and sustainable
2. the importance of organising work activities and the use of resources so that they minimise their negative and maximise their positive environmental and social impacts, and how to do this in your area of responsibility
3. how to engage employees and other stakeholders in managing the environmental and social impacts of work
4. how to identify and implement changes to work activities and the use of resources that will reduce their negative and increase their positive environmental and social impacts

### **Industry and sector specific knowledge and understanding**

5. the industry and sector requirements for managing environmental performance
6. the industry and sector requirements for corporate social responsibility
7. the legal, organisational, codes of practice and policies relevant to managing the environmental and social impacts of your work

### **Context specific knowledge and understanding**

8. your organisation's environmental and corporate social responsibility policies and how to comply with them
9. the types of risks to the environment that you do not have the ability to control within your role and why it is important to identify risks

10. the employees in your area of responsibility who can contribute to, and identify opportunities for, improving the environmental and social impacts of work
11. the range of environmental and social specialists that exists inside and/or outside your organisation
12. your role, responsibilities and limits of your authority in relation to managing the environmental and social impacts of your work

## Skills

1. Assessing
2. Communicating
3. Consulting
4. Decision-making
5. Evaluating
6. Involving employees
7. Monitoring
8. Planning
9. Presenting information
10. Reporting
11. Risk management

## Manage the environmental and social impacts of your work

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