

Sustainable Business Checklist (for sole traders and small businesses.)

- I know what my business values are.
- My business is aligned with these values.
- If I employ people, I inspire and attract the best people possible for the job.
- I prioritise people and planet above profit in running my business.
- If I am an employer, I employ people who live locally.
- I use mostly local services and suppliers.
- I separate all my waste and recycle the maximum possible within local recycling schemes (including computer equipment, printer cartridges, batteries and mobile phones).
- I have a plan for reducing my consumption of water.
- I have a plan for reducing my consumption of power.
- I have a plan for reducing my consumption of fuel for heating and cooking.
- I have a plan for reducing my use of petrol/diesel.
- I enjoy most aspects of running my business.
- So do my employees.
- I am healthy and do not let my business needs overrule my need for good health and wellbeing.

- I provide a healthy working environment for myself, my employees and visitors to my business, including:
 1. Wholesome, organic and locally produced food where possible.
 2. Access to fresh air, sunlight, exercise and fresh water.

- I have a plan for reducing my consumption of paper.

- I use only recycled stationery or paper from sustainable sources.

- I recycle all paper, including "shreddings" from the office shredder.

- I do not use any unnecessary technology.

- I know, understand and adhere to any environmental legislation that applies to my business.

- In the longer-term, my business is helping to create a flourishing economy, society and natural environment in which business activity can thrive.

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