



INDUCTION DOCUMENT

Inducting new staff on all of your sustainability work is crucial for ensuring that all of your staff are familiar and feel confident with your systems and policies from the start.

What should I include in a Sustainability Induction?

The following areas would be a good starting point to cover as part of your standard induction:

- Who leads sustainability work at the Union, and who is responsible
- Current initiatives in the Union that staff should be aware of/need to adhere to, particularly around:
 - Recycling
 - Travel
 - Energy
 - Procurement
 - Equality, Diversity and Inclusion
 - Green Impact - [for the latest information, please click here.](#)
- Union sustainability policies and/or strategy
- How the Union is working with the University to progress sustainability
- What are the wider initiatives that the Union is running/taking part in on the sustainability agenda?
- What are the current initiatives in your local area that the Union is supporting?
- What is NUS doing on the sustainability agenda? [Find out more about current campaigns via this link.](#)

Remember to open the floor to questions!