

Sustainable Action Plan EMC 2025

Actions

Nr.	Activity	Responsible employee	Comments	Achieved
2025				
General				
1	Implementing (at least) all mandatory norms of the SHIFT eco-guidelines for networks	EMC Green Team		ongoing since 2023
2	Complying with any further requirements for certification through the SHIFT scheme, including submitting to a yearly audit executed by an independent third party and a gradual increase of the number of optional norms implemented.	EMC Green Team		ongoing since 2023
3	Participate in peer-learning activities and platforms with cultural network organisations that are similarly on the process of achieving or maintaining the SHIFT eco-certification. This includes pairing up with another SHIFT network organisation as a buddy.	EMC Green Team		ongoing since 2023
4	Participating in trainings offered by Culture for Climate Scotland (CCS) to networks in the process of achieving or maintaining the SHIFT eco-certification.	EMC Green Team	will take place online on 10 April and in October 2025	ongoing since 2023
5	Informing and updating staff and board of the Action Plan.	EMC Green Team		ongoing since 2023
Events				
6	Include a sustainability clause in event contracts with external partners for at least one major event.	EMC Green Team		ongoing since 2023

	7	Include information regarding environmental responsibility and climate action on the website for EMC's events, and in other communication with participants and speakers.	EMC Green Team		ongoing since 2023
Travel					
	8	Filling in the carbon emission calculator provided by the SHIFT certification scheme for every travel paid for by the EMC.	EMC Green Team		ongoing since 2023
	9	Annually calculating EMC's average carbon emission by kilometre as well as the yearly organisation's average of the total emissions per km.	EMC Green Team		ongoing since 2023
	10	Analysing and reflecting on the yearly carbon footprint calculation in relation to the baseline year (2023).	EMC Green Team		since 2024
	11	Travel Guidelines including guidance on choosing the most sustainable travel option (if available).	EMC Green Team		ongoing since 2023
	12	For at least one event, tracking the travel mode of the participants.	EMC Green Team	NEW	2025
Office					
	13	Involvement of the Sustainability Working Group of the shared office building.	EMC Green Team		ongoing since 2023
	14	Advocating for sustainable measures in the renters' association of the shared office building.	EMC Green Team		ongoing since 2023
	15	Sharing tips and tricks with all staff members about how to make ecologically responsible choices both within the office and during remote work from home (at least once per year).	EMC Green Team		ongoing since 2023
	16	Calculating yearly carbon footprint (estimate) of the office space.	EMC Green Team	NEW	2025
Communication					
	17	Sustainability page on the website to ensure accessibility and visibility of ist ecologically responsible initiatives.	EMC Green Team		ongoing since 2023

18	Include information about EMC's certification and eco-actions in annual membership communication (e.g. Annual Report).	EMC Green Team		ongoing since 2023
19	Include at least once per year information on the SHIFT eco-certificate and/or other sustainability initiatives in the EMC newsletter.	EMC Green Team		ongoing since 2023
20	Explore the possibilities of EMC involvement in further projects with a focus on (environmental) sustainability.	EMC Green Team		ongoing since 2023

Targets

Nr	Target	Baseline Year/Time Frame Reference	Comments	Achieved
General				
1	SHIFT eco-certification completed	Achieved for 2023, 2024, maintained yearly		
2	At least one EMC team member participates in at least one training on (environmental) sustainability per year.	Achieved for 2023, 2024, maintained yearly		
3	During each certification year, EMC is partnered with a peer network.	2023, 2024 IMC		
4	All mandatory norms of the SHIFT eco-guidelines have been implemented.	2023, 2024, 2025		

	5	In addition to the mandatory norms, 50% of the optional norms (5 in total) have been implemented.	2025	Optional norms completed in 2024: 5.4 Sustainable Catering, 5.6 Encouraging Sustainable Choices Employees, 5.7 Additional Reduction of Environmental Impact: Office NEW Suggestions in addition for 2025: 3.4 Tracking Travel of Event Participants 5.2 Office Carbon Footprint Calculation	
	6	All new partnerships for cooperation projects include an agreement on the transversal implementation of the principles of the SHIFT eco-guidelines in the project or include a Sustainability clause in the cooperation agreement.	2025	NEW	
Travel					
	7	Over the period of 3 years, EMC aims to decrease the carbon emission per km of all company travells by 5%.	2023-2026	Due to the many external factors of influence on this target, the percentage mentioned here is tentative. The feasibility and ambition level of this percentage will be evaluated annually.	

Events				
	8	The EMC will implement the mandatory measures from Chapter 4 of the SHIFT eco-guidelines in its events.	Achieved for 2023, 2024, maintained yearly	
	9	Collaboration projects starting in 2025 and in the following years, will include an agreement among all partners stating that all project events will align with the mandatory measures from Chapter 4 of the SHIFT eco-guidelines.	2025	NEW
Office				
	10	The EMC will bring forward sustainable measures for the office building at least once either through the renters association or the Sustainability Working Group.	Achieved for 2023, 2024, maintained yearly	
Communications				
	11	The EMC will have included information regarding environmental sustainability or climate action in at least 2 newsletters or mailings to the entire membership.	Achieved for 2023, 2024, maintained yearly	

