

NYOS Environmental and Sustainability Policy

National Youth Orchestras of Scotland aims to follow best practice and operate in a sustainable manner.

We are committed to reducing our environmental impact and continually improving our environmental performance as an integral and fundamental part of our business plan.

Our policy, outlining our commitment, is as follows.

In order to reduce waste, we will:

- Reuse or recycle as much as possible, separating paper, cardboard, glass, plastic bottles, food tins, drink cans, and food. Recycling bins are in place throughout the office and clearly labelled, which staff and visitors are encouraged to use whenever possible.
- Eliminate individual waste bins, in order to incentivise recycling and to reduce the number of bin liners we use. One main waste bin will be found on each floor of the NYOS building.
- Endeavour to print less by instead opting to use devices such as laptops or tablets wherever possible.
- Reduce wastepaper by ensuring that double sided copy and print are the default settings on our photocopier.
- Include a policy statement on our email signatures to encourage recipients not to print unless necessary.
- Encourage our audiences to recycle printed material by including a message on all our printed material.
- Encourage those hiring our meeting/rehearsal spaces to use reusable mugs and local caterers.

In order to reduce emissions, we will:

- In regard to travel, reimburse freelance staff an equivalent amount to taking public transport on the day of the travel for employment (within reason, with special regard given to large and/or heavy equipment and instruments). We will also include information in engagement letters to freelance staff regarding public transportation options. This is to incentivise use of public transport over use of private motor vehicles.
- Request electric or hybrid vehicles every time we book a hire car for our core staff.
- Use public transport when feasible, for all domestic travel, with the goal of eliminating domestic flights for our core staff.
- Monitor the usage of taxis by core staff quarterly, via the Green Champion, with the goal of a policy of no taxis when public transportation is available.
- Endeavour to maintain our building so that it is as energy efficient as possible.
- Purchase, whenever possible, products and services that do the least damage to the environment and encourage others to do the same.
- Endeavour to find at least one environmentally friendly option when considering services, maintenance, or utilities for our organisation.
- Highlight public transport details to our events in concert listings and website.

In order to remain accountable, we will:

- Record our waste, water, and energy usage, as well as monitor our travel emissions for core staff and freelance staff.
- Publish our policy on our website and institute a process to receive feedback on our policy.
- Review our adherence to the policy and review feedback quarterly.
- Update this policy annually.

Last updated: 14 June 2019, Office & Ensembles Administrator