

ICCLA Best Environmentally Conscious Workplace



This award recognises organisations creating a workplace that actively reduces environmental impact through practical initiatives, employee engagement and measurable results.

Please note your entry should be a maximum of 2,500 words.

Summary (250 words max)	In no more than 250 words, explain why your organisation deserves to win this award.
Workplace Sustainability Initiatives	Describe the actions taken to improve environmental performance within the workplace. This may include energy use, water efficiency, waste reduction or transport initiatives.
Implementation & Engagement	Provide an overview of how initiatives are delivered in practice, including communication, employee involvement and adoption across the organisation.
Challenges & Problem Solving	Describe any challenges faced in implementing initiatives and how they were overcome.
Measurable Outcomes & Results	Demonstrate the results achieved. This should include measurable improvements such as reduced energy use, waste or emissions.
Ongoing Improvement	Show how environmental initiatives are maintained and improved over time.

Scoring (100 Points Total)

- Workplace Sustainability Initiatives: 25
- Implementation and Engagement: 20
- Challenges and Problem Solving: 10
- Measurable Outcomes and Results: 30
- Ongoing Improvement: 15

Tips for a Successful Entry

- Answer each section clearly using the headings provided. Marks will be based on the evidence you include.
- Focus on what you did and the results it delivered.
- Include data where possible and avoid general statements.
- Only the first 2,500 words of your entry will be assessed.
- Use headings, short paragraphs and simple structure to make your application easy to follow.
- There is a 10MB limit per file for supporting documents.
- Contact the awards team if needed.