Green Team Roadmap CHECKLIST

This is part of the Green Team Roadmap

1 GREEN TEAM ORGANISATION

Discuss with your supervisor
- ☐ Who's involved
- ☐ Time for tasks
- ☐ Support for projects
- ☐ When you share updates

Arrange
- ☐ A (single) point of contact
- ☐ A digital shared location to store documents and actions
- ☐ A kick-off and/or inspirational meeting (together with someone of the central sustainability team)

TIPS!
- ☐ Inform your colleagues about your Green Team! E.g. via weekly meetings or posters.

2 OBJECTIVES

TO THE POINT!

Set goals and ideas for your Green Team
- ☐ Within your circle of influence
- ☐ Relevant to your work

Align goals with
- ☐ GDDZ 3.0
- ☐ Organizational goals
- ☐ Policies and protocols

#Proudly copied
- ☐ Learn from experiences in other departments or organizations

TIPS!
- ☐ Move up on the R-ladder as far as possible
- ☐ Use sustainable guidelines, handbooks, etc. for inspiration and proven initiatives
- ☐ For both the short and long term

3 STARTING YOUR PROJECT

THINK BIG!

Determine for each project:
- ☐ An owner, a goal (achievable, measurable, impactful), and key stakeholders
- ☐ Discuss your plans and the financial possibilities with your supervisor
- ☐ Share your project with the central sustainability team
- ☐ Identify which changes are required: e.g. care processes, logistics, or contracts

TIPS

Consider your options!
- ☐ Fiets, Promeza, LEAF, de Green Z
- ☐ Expert advice
- ☐ In- or externall funding

4 TO MEASURE IS TO KNOW

KEEP REFLECTING!
- ☐ Decide how to measure impact of your project
- ☐ Conduct a baseline measurement as starting point.
- ☐ Decide whether a pilot is needed to test the new procedure or impact
- ☐ Plan and perform follow-up measurement

Pick the right units!

TIPS

5 IMPLEMENTATION

WE'RE HEADING IN THE RIGHT DIRECTION!

Preparations
- ☐ Discuss changes and ensure support within the department.
- ☐ Document the new way of working
- ☐ Create a clear timeline and request approval

Start the implementation
- ☐ Communicate clearly (e.g. posters, email) and a point of contact for questions.
- ☐ Schedule monitoring of the new approach.

TIPS
- ☐ Mark the start with something memorable and engaging
- ☐ Low support? Consider help from climate psychology

No success (yet)
- ☐ Decide if and how the project can move forward
- ☐ Ask the central sustainability team for help

6 SHARE YOUR KNOWLEDGE INTERNAL & EXTERNALLY

DOES YOUR GREENTEAM HAVE ENOUGH PEOPLE AND MOTIVATION?
- ☐ Evaluate the project and it's outcomes

Share your results
- ☐ Together with the communications department and the central sustainability team. In- & externally (e.g. LinkedIn, digital newsletters,
- ☐ Sustainable Healthcare Alliance or the Green Deal website)
- ☐ Share the outcomes through national GT committees to enable scaling across the healthcare sector.

TIPS

Also share
- ☐ How you achieved your results
- ☐ What didn't work
- ☐ Lessons learned

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