Attachments to Green Activities

application

Company name and date of report

## Required attachments (imperative criteria)

Additional attachments may be required for guideline criteria.

|  |  |  |
| --- | --- | --- |
| **CHAPTER** | **CRITERION** | **ATTACHMENT** |
| 1. Environmental management | 1.2 | Sustainability policy |
|  | 1.3 | Sustainability objectives and annual plan |
| 2. Staff | 2.1 | Minutes / other account of meetings |
| 3. Guest information | 3.1 | Picture showing where the Green Activities certificate is placed. |
|  | 3.4 | Examples of sustainability information provided for guests on site/ on-line. |
| 5. Green activities | 5.2 | List of regulations related to activities in nature, a plan on how they will be communicated to the customers and how staff induction regarding them is carried out. |
|  | 5.3 | Two safety plans including risk analysis (1 winter and 1 summer season) |
|  | 5.13 | List of all detergents and soft tissues in daily use, including their eco labels. |
|  | 5.14 | Waste sorting instructions for customers (picture or description) |
|  | 5.15 | List of motorised vehicles in use. |
| 6. Tourism animal welfare: sled dogs | Background information    6.19 | Lates report by Tukes (if there has been an inspection by Tukes).  Latest report by the supervising veterinarian.  Establishment’s action plan in case of injury to dogs. |

1. Environmental management

# 1.2 Sustainability policy

Copy policy text here or add link to a web folder/ web page displaying it/ attach a separate document to the application. Verify once a year that the policy is kept up to date.

# 1.3 Sustainability objectives

# How were the previous year’s goals met? (not required in first year applications)

Fill in the table.

|  |  |
| --- | --- |
| **PREVIOUS 12 MONTHS:** | **Comments: how were the objectives fulfilled?** |
| Goal/person responsible/dead-line: |  |
| Goal/person responsible/dead-line: |  |
| Goal/person responsible/dead-line: |  |

# 1.3 Sustainability objectives for the next year

Fill in the table (minimum 3 objectives).

|  |
| --- |
| **YEAR :** |
| Goal/person responsible/dead-line: |
| Goal/person responsible/dead-line: |
| Goal/person responsible/dead-line: |

# Chapter 1: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 1, please write here their numbers and attach the required information.

2. Staff

# 2.1 Staff involvement

Please fill in below how you have informed and involved your personnel in the establishment’s sustainability work during the past year (in the first year application, present a plan).

In addition to meetings in person, on-line meetings/training and staff newsletters may be listed.

|  |  |  |
| --- | --- | --- |
| **Date** | **Subject** | **Personnel departments present** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Chapter 2: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 2, please write here their numbers and attach the required information.

3. Guest information

# 3.1 Location of Green Activities certificate and logo

Attach here a picture of the Green Activities certificate visible to customers/ of the place where it will be placed.

Write here address of the web page where the Green Activities logo is/will be displayed.

# 3.4 Involving guests in our sustainability work

Attach here examples of sustainability information/tips (e.g. how to act responsibly while participating in the activities offered) provided for guests on-site/ on-line. To fulfil this criterion, at least 3 different messages/tips should be presented in any given year.

# Chapter 3: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 3, please write here their numbers and attach the required information.

4. Corporate social responsibility

# Chapter 4: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 4, please write here their numbers and attach the required information.

5. Activities

5.2 Regulations regarding activities in the nature

List here all relevant regulations, a communications plan to guests and a staff induction plan regarding them.

5.3 Two safety plans including risk analysis (summer/winter season)

Copy text here or attach as separate documents.

5.13 Detergents and soft tissues in daily use

List here all detergents and soft tissues in daily use, as well as their eco labels.

5.14 Waste sorting instructions for guests

Attach here a picture of/ copy the text from / describe in writing the waste sorting instructions provided for guests.

5.15 Motorized vehicles in use

List here all motorized vehicles in use.

# Chapter 5: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 5, please write here their numbers and attach the required information.

6. Tourism animal welfare: sled dogs/ tourism reindeers

Background information: reports

Attach to the application latest reports by the supervising veterinarian and Tukes.

6.19 Emergency plan in case of injury to animals

Copy here the text of the emergency plan or attach the plan as a separate document.

# Chapter 6: Guideline criteria

If you are reporting 1 or more guideline criterion from Chapter 6, please write here their numbers and attach the required information.