



'Sustainability is ensuring a balance between people, the environment and the economy so as not to exhaust the earth. For now, but also for generations to come. Providing for our own needs must therefore be in balance with what the earth can handle.'

greenlabel@ssa-web.nl



Preface

Dear reader,

I am proud to present the Green Label handbook of the first sustainability committee of the Student Activities Foundation (SSA). The sustainability committee has been busy making the achievement of a Green Label feasible for Hanze UAS student organisations. This sustainability committee started out as a working group, which, like me, wasn't quite sure how to approach this. Nevertheless, I am proud of the work we have done and the result we have achieved. I would like to thank the various board members, who helped with this, for the time you spent on this, in addition to your normal board duties. In particular, I would like to thank Janine Brons of the Green Team of the Hanze University of Applied Sciences Groningen (HG) for the various meetings, during which she motivated, helped and directed where possible. I hope that you, as a reader, become as enthusiastic as we are about this Green Label, and that you feel like getting started. We, the committee, are ready to support where necessary.

On behalf of the first sustainability committee of the SSA, I wish you good luck and above all a lot of fun!

On behalf of the sustainability committee,

Elisa Wijngaard

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Introduction

The Green Label was set up in 2021. When writing its policy plan, the board of the SSA has considered how the student organisations of the HG can take action to become more sustainable in their own way. This has shown that there is a demand for a Sustainability Committee.

The Green Label indicates how sustainable a student organisation is on the basis of three different stars. All student organisations of HG can obtain the Green Label.

Points can be earned for each part. It is important that you as an organisation describe as completely and concretely as possible what you have done for each component to make it more sustainable in that area. The sustainability committee determines how many points you can earn based on that description. The points obtained are equal to stars. The Green Label will be displayed at the office of the relevant student organisation as a sign with the year in which the Label was obtained.

How it works

A total of 100 points can be obtained on the following subjects:

- Organisation
- Social activities
- Study and workfield activities
- Other/free interpretation

All student organisations are obliged to fill in the subject 'Organisation'. The other subjects must be completed when they apply to the organisation. The maximum number of points that the student organisation can obtain for each subject can be found in the 'checklist'. The sustainability committee assesses how many points the student organisation has earned from the maximum number per component.

As an Hanze UAS student organisation, you describe for each component what you have done to make it more sustainable in that area. Try to give as complete and concrete a description as possible. Only with a good description the sustainability committee can properly assess how many points your sustainability plan is worth. For each description, also indicate what you think the impact of making your organisation more sustainable will be on the overall sustainability of the planet.

Every year, the September boards must submit the document on **May 1st** and the February boards on **December 1st**. You do this by emailing the document to greenlabel@ssa-web.nl. A Green Label is valid for one year. The sustainability committee has one month to report back how many points you receive and whether you receive a Green Label with star(s).

The Hanze UAS student organisations do not have the right to inspect, but they can make use of a feedback moment before May 1st (for the September boards) or December 1st (for the February boards). These moments are fixed at the beginning of the year.

Stars

1 star	0-35 points
2 star	36-70 points
3 star	71-100 points

Award ceremony

Once a year the Green Label is awarded. This presentation coincides with the presentation of the board certificates. The date for this award is stated in the SSA's annual planning. During this award ceremony, an award will also be presented for the 'Most Sustainable Association' of that board year.

Sustainability subsidy

Making an association more sustainable costs money. Money that not all organisations have at their disposal. In order to accommodate these organisations, the SSA has created the sustainability subsidy together with Student Affairs. This subsidy will fall under the HG Support Fund and can be applied for by organisations if they do not have sufficient financial resources at their disposal to become more sustainable. Please note: this application must be submitted to the treasurer of the SSA. The treasurer will then look at this application. You can read more about this application on the SSA website.

Subjects

Organisation

The first part applies to all Hanze UAS student organisations and is conditional on every organisation. If this section is not completed, the organisation is not eligible for a Green Label. The heading 'Organisation' is the umbrella section with the general functioning of the association with regard to (waste) policy, paper use, catering, stock, clothing/merchandise and energy use.

Social activities

The second part focuses on the social activities of an organisation. It is important that sustainability is also promoted in social activities. This concerns, among other things, awareness and motivation with regard to sustainability, but also paper and plastic consumption, catering, energy consumption and transport during activities.

Study and workfield activities

The third part focuses on the study and field activities of an organisation. It is important that sustainability is also promoted in these activities. This concerns, among other things, awareness of the possibilities with regard to sustainability within the study and the workfield. This part also focuses on paper and plastic consumption, catering, energy consumption and transport in these activities.

Other/free interpretation

In the last part there is room for free interpretation. If you contribute something within the sustainability component that is not described in the first components, it is possible to provide this. In addition, this part looks at sustainable external parties and the support of charities.

1. Organisation	Explanation	Maximum points
a. Sustainability in policy plan	As an organisation, show how you deal with sustainability by including this in the policy plan.	7
b. Paper	Show as an organisation how to reduce the use of paper. Think of a yearbook, summaries, magazines, partner brochure and posters.	5
c. Plastic	Show as an organisation how to reduce the use of plastic. Think of stickers, pens and packaging for packages.	5
d. Catering	As an organisation, show how you deal with food and seasonal products. Think, for example, of serving vegetarian food during an activity or when eating together with the committee. Also pay attention to food waste, for example what is done with food left over after an activity.	2
e. Stock	As an organisation, show how you handle your stock. Think of office supplies and goodies.	2
f. Clothing and Merchandise	Show how you, as an organisation, deal with clothing and merchandise. For example, do not put the year and names on the clothing, so that it can be used for several years. It is also possible to look at sustainable quality marks for board clothing.	2
g. Energy usage	Show how you deal with energy consumption as an organisation. For example, on 'warm sweater day', put on a sweater and turn off	2

	the heating. Do not leave the light on for longer than necessary. Try to pay attention to this as an association.	
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2. Social activities		
a. Awareness activities	Describe how the association creates awareness about sustainability during its social activities.	7
b. Motivating awareness	Show how the organisation makes a motivating step during the social activities. This means: what steps are taken to transform awareness into motivation. So how do you ensure that awareness among people turns into action?	7
c. Paper activities	Show how the organisation uses less/no more paper during activities. Discuss the paper usage policy. For example, describe how the choices for quantity and type of paper for the activity are made.	2
d. Plastic activities	Describe how the organisation uses less/no more plastic during activities. Discuss the policy on plastic use. Describe how the choices for quantity and type of plastic used are made.	2
e. Catering activities	Show how the organisation is making a sustainable step when it comes to catering during social activities. Think of the type of food and food waste.	3
f. Energy usage activities	Describe how the organisation reduces or takes into account energy consumption during an activity.	2
g. Transfer activities	Describe how the	2

	organisation reduces its CO2 emissions by making a sensible choice of transport during social activities.	
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3. Study and workfield activities		
a. Awareness of study options	Describe how the organisation ensures that members are made aware of sustainable study options within Hanze University of Applied Sciences. Explain how you did this (symposia, workshops, talk, etc.) and what the effect has been.	7
b. Awareness of possibilities in the field of work	Describe how the organisation ensures that members are made aware of sustainable career opportunities in the field. Explain how you did this (symposia, workshops, webinars, etc.) and what the effect has been.	7
c. Paper activities	Show how the organisation uses less/no more paper during activities. Discuss the paper usage policy. Describe how the quantity and type of paper choices are made for the activity.	2
d. Plastic activities	Describe how the organisation uses less/no more plastic during activities. Discuss the policy on plastic use. Describe how the choices for quantity and type of plastic used are made.	2
e. Catering activities	Describe what adjustments the organisation has made during	3

	<p>activities/travels/intro camps when it comes to food and food waste. To create a positive impact on the environment, it is important to consume less animal products. Eat more seasonal produce and waste less food. When members attend an association activity, do they have any idea about the impact of food on the environment or where it comes from? Show that your association is also committed to a more sustainable association in this aspect.</p>	
f. Energy usage activities	<p>Describe how the organisation takes energy use into account during activities. In which areas does the association influence the degree of energy consumption and how has the association responded to this. This includes transport, lighting, heating and electrical appliances.</p>	2
g. Transfer activities	<p>Describe how the organisation takes into account transport to the activities during activities. Activities include company visits, travel, introduction days, et cetera. How does the association arrange transport and how does the association encourage members to choose sustainable means of transport?</p>	2

4. Other/free interpretation		
a. Charities	Describe how the organisation has done an activity, announcement or something else for a good cause.	5
b. External parties	Describe how the organisation has done something for sustainability with an external party.	5
c. Free interpretation	Describe how the organisation has done something that does not fit into one of the above categories for sustainability.	10
d. Motivating	As an organisation, show what you do about sustainability. Under the motto 'good example is followed well', people will take this into account in their daily lives. Try to involve active members in organizing sustainable events. If this is successful, then also highlight these sustainable events on social media.	5

