

Auto-analysis results and Action Plan

THEME	TITLE	DESCRIPTION AND OBJECTIVE	ACTION PLAN
ENSURING CLEAN WATER AND FRESH AIR	More environmentally friendly cleaning supplies	Shift to more eco-friendly cleaning supplies	<ol style="list-style-type: none"> 1. Identify the most aggressive cleaning supplies 2. Look for and shift to more eco-friendly cleaning products
	Prevent water and air pollution	Prevent harmful substances from entering the water	<ol style="list-style-type: none"> 1. Assess the type and amount of harmful substances and dangerous agents used in the theater 2. Evaluate possible disposal solutions 3. Follow the rule – include the disposal costs in the budget of the relevant performance
	Properly instruct all the employees, working with dangerous substances, agents	Ensure that all the relevant safety measures are implemented in the theater as well as ensure that employees, working with dangerous substances and agents, know the safety rules and guidelines.	<ol style="list-style-type: none"> 1. Identify employees, working with dangerous substances, agents or under the unsafe working conditions 2. Once the theater renovation is finished, assess working conditions and adjust accordingly, determine preventive measures 3. Ensure that safety rules and guidelines are up to date and all the employees are instructed properly
SUSTAINABLE BACKSTAGE LIGHTING	Find sustainable lighting solutions	Find sustainable backstage lighting solutions (alternative to fishing lights)	Assess different backstage lighting solutions and switch to sustainable one
INTEGRATING SUSTAINABILITY INTO SCENOGRAPHY	Sustainability in scenography	Integrate sustainable practises and values in scenography	<ol style="list-style-type: none"> 1. Set sustainability goals for plays 2. Work with the legal department to include these sustainability goals in agreements with the directors of the plays
RESPONSIBLE PURCHASING	Coordinated process of small purchases	Carry out small purchases in a coordinated manner to avoid excessive travel, financial loss and spontaneous purchases	<ol style="list-style-type: none"> 1. Perform an analysis of bills 2. Define the small purchases planning process (weekly timelines, responsible parties) and familiarize employees with it
REVIEW THE NETWORK OF SUPPLIERS AND PARTNERS	Change procurement policy in favour of sustainability	Increase sustainability requirements in procurement	<ol style="list-style-type: none"> 1. Assess the percentage of green procurement 2. Estimate the percentage increase in green procurement in the long term
	Expand the network of sustainable partners	Include a sustainability criteria in the choice of suppliers and partners	<ol style="list-style-type: none"> 1. Prioritise sustainable partnerships (include sustainability criteria) 2. Gradually increase their percentage in the long term

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DECREASE PRINTING AND REDUCE PAPER WASTE	Reduce excessive printing and paper waste	Reduce excessive printing and paper waste by offering digital material, tracking printing, identifying irresponsible printing behaviour and looking for alternatives	<ol style="list-style-type: none"> 1. Offer/have digital alternatives to printed marketing material 2. Assess possibilities to reduce printing and paper waste in different departments 3. Start tracking printing (number of copies, etc.) and identify excessive printing practices, look for alternatives
	Ensure access to digital services inside the theater to all employees	Provide an access to digital services inside the theater for all employees	Set a station with a shared computer that all employees could use
DIGITAL MANAGEMENT	Assess the impact of digital tools	Evaluate the impact of digital tools and set footprint minimising goals	Audit the website and identify the more sustainable solutions needed - find places to reduce the weight of the website (file size, fonts, etc.); find greener hosting providers if needed, etc.
REFORM THE WASTE MANAGEMENT SYSTEM	Reduce waste generation	Enable waste sorting in theatre, start tracking waste generation and set targets to reduce it	<ol style="list-style-type: none"> 1. Install sorting containers: Assess the type and quantity of litter bins in public spaces. Shift from individual bins in offices to communal bins in common areas 2. Introduce hazardous waste management solutions. Find a solution for the most abundant waste to be recovered, transferred or recycled (e.g. sawdust) 3. Organise staff training 4. Start tracking waste generation 5. Set waste reduction targets for different time periods (short, medium, long)
PROMOTE ENERGY EFFICIENCY	Promote responsible usage of energy	Promote energy efficiency by educating employees	<ol style="list-style-type: none"> 1. Organize employee training programs, promoting responsible energy use periodically 2. Quick win: Working together with the directors of the plays, determine different lighting scenarios (Avoid using 100% of lighting when it is not needed without causing major inconveniences) 3. Start tracking energy consumption data to see progress, set goals and evaluate needed actions
SAVING OTHER RESOURCES, PROMOTING RESPONSIBLE USE OF ALL THE MATERIALS	Promote reuse of materials	Create the list of materials in stock to promote reuse	<ol style="list-style-type: none"> 1. Create a material inventory list to register all the raw materials, components, props, etc that the theater has in stock. 2. Ensure that a material inventory list is used at the beginning of each play-making process to increase the reuse of materials

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SAVING OTHER RESOURCES, PROMOTING RESPONSIBLE USE OF ALL THE MATERIALS	Avoid unsustainable materials	Avoid using materials that are hazardous or unsustainable	<ol style="list-style-type: none"> 1. Identify most dangerous substances and materials used in the theater (the most aggressive to nature and people, having the greatest impact on the environment) 2. Make a list of alternatives and oblige employees to follow it
	Reusable tableware	Avoid disposable tableware	<ol style="list-style-type: none"> 1. Replace water bottles and plastic cups by glassware or reusable tableware 2. In places with an easy access to drinking water (kitchens) and reusable cups, minimise the number of water dispensers
ENABLE EMPLOYEES	Improve staff well-being	Measure staff wellbeing and strengthen internal communication	<ol style="list-style-type: none"> 1. Find and evaluate outsource suppliers for employees training. 2. Once a year, carry out an employee job satisfaction survey (eNPS) 3. Introduce a tradition annual (in)formal team-building 4. Ensure that all employees are invited when organising joint informal meetings / celebrations 5. Set up a common informal relaxation area in the theatre
	Balance workloads	Ensure more responsible work planning, involve all stakeholders to balance workloads	<ol style="list-style-type: none"> 1. Discuss annual planning with the team leads and assess the feasibility / implementation of the plan and adjust it accordingly. 2. Organise regular meetings of top and middle management to ensure effective dissemination of information 3. Develop a system for measuring the complexity of projects in order to ensure an even distribution of workload
	Ensure safety standards at work	Ensure safe working conditions and provide the necessary tools	<ol style="list-style-type: none"> 1. Once the renovation is complete, assess whether the working conditions are safe and not hazardous to health. 2. Evaluate the necessary changes and provide safety briefings.
EDUCATE STAFF AND AUDIENCE	Strengthen staff knowledge and education	Increase staff knowledge about the impact of theatre and each individual on sustainability	Identify different sustainability topics and provide periodic training for staff to understand the breadth of sustainability, influences, etc.
	Strengthen staff knowledge and education	Strengthen the competences of Managers: to lead a team, to listen to employees' concerns, to involve them	Organise training for team-leads and top-level managers

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EDUCATE STAFF AND AUDIENCE	Educate audience	Grow the volume of valuable content (evidence-based, highly relevant - so that it becomes a source of quality knowledge). Make theatre a place that speaks to society about sustainability and encourages thinking about it.	Incorporate sustainability into repertoire planning