ANOC x The Toolbox Workshops
Building NOC sustainability programmes to take action on UNFCCC Commitments

Step 3 & 4
SUSTAINABILITY @ THE TOOLBOX

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UNFCCC Sports For Climate Action Principles

1. Undertaking systematic efforts to promote greater environmental responsibility
2. Reducing overall climate impact
3. Educating for climate action
4. Promoting sustainable and responsible consumption
5. Advocating for climate action through communication
WELCOME TO
THE TOOLBOX
A suite of guides, tools and templates created by 11th Hour Racing Team for the purpose of establishing a sustainability program within any organization, no matter the size or industry sector.

EXPLORE THE TOOLS
REGISTER NOW

A community for the transition to sustainability.
The Toolbox was created to help make sustainability more accessible, based on the ethos that ‘when we share, everyone wins.’ The value of The Toolbox is the community that creates, uses and maintains it.

HOW IT WORKS

We know that the sustainable transition is mission critical, but it is easy to be overwhelmed with the scale of the challenge and where to even begin.

The purpose of the framework is to empower teams and organizations with a set of tools to enable them to join the movement towards a just and sustainable future.
The Process

- **How to Start Your Program**: Assessing your starting point, Staff survey
- **How to Create a Policy**: Sustainability policy template
- **How to Engage Stakeholders**: Stakeholder mapping & prioritization, Stakeholder survey
- **How to Identify Issues**: Legal obligations & non-conformance register, Issues matrix
- **How to Set Targets**: Goals and targets matrix
- **How to Plan and Implement**: Sustainability plan template, Internal engagement plan, Sustainable sourcing code template
- **How to Assess Progress**: Tracker templates (carbon, shipping, travel, etc.), Internal audit template
- **How to Report and Communicate**: Communications plan template, Communications template

**Process Stages**
- Starting a Program
- Creating a Policy
- Engaging Stakeholders
- Identifying Issues
- Setting Targets
- Planning & Implementing
- Assessing Progress
- Reporting & Communicating

**Continuous Communication with Stakeholders**
Who do you work with to succeed?
Step 3: Quick Guide

**HOW TO:**

**ENGAGE WITH STAKEHOLDERS ON SUSTAINABILITY**

**STAKEHOLDER** = A person or organization that can affect, be affected by, or perceive themselves to be affected by your decisions or activity.

1. **IDENTIFY**
   - Visually map out your identified stakeholders, looking at groups/individuals your activities impact internally and externally.

2. **PRIORITIZE**
   - List out your stakeholders prioritizing them based on level of importance to and influence on your organization.

3. **ENGAGE**
   - Connect with stakeholders in a discovery consultation.

4. **ESTABLISH AN ACTION PLAN**
   - Set up a tracker to capture ongoing feedback, issues or opportunities.
   - Demonstrate to your stakeholders how you are addressing common issues.
   - Define joint initiatives, set targets and deliver!

**TOP TIP**

“Let them lead the conversation. It’s important to provide a listening platform to hear and record their perspectives.”

- Damian Foxall, Sustainability Program Manager

(This quick guide graphic is available on The Toolbox platform)
Step 3 Resources
Gather Information and data from your stakeholders to ensuring all voices are heard.

- Build up a profile for each stakeholder
- Explore a Stakeholder’s issues and sustainability priorities
- Generate ideas on initiatives to take action

Contributes towards:
All Steps - Particularly 4,5 and 6

In the Stakeholder Mapping template you will

- Map out and categorise all of your stakeholders
- Prioritize by importance and influence
- Log results from the stakeholder survey
- Track engagements and conversations with your stakeholders

Contributes towards:
All Steps - Particularly 4,5 and 6
Mapping Out to UNFCCC Principles: Stakeholder mapping (S3)

<table>
<thead>
<tr>
<th>Tools /Templates</th>
<th>Detail</th>
<th>Using The Toolbox to satisfy UNFCCC Principles</th>
</tr>
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<tbody>
<tr>
<td>Template</td>
<td>Stakeholder mapping</td>
<td>Explores the stakeholder's baselines and current outlook toward sustainability and impact management; identifies issues and aligning goals; identifies where collaborations can be made to make change.</td>
</tr>
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## Mapping Out to UNFCCC Principles: (Stakeholder survey S3)

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| Stakeholder survey | **UNFCCC Sport for Climate Action 'Moving from Commitments to Action' Guidance:** 19. Signatories should start to collaborate with their suppliers and, where possible, prioritize goods and services from companies who have made such commitments. | Principle 1: Undertake systematic efforts to promote greater environmental responsibility  
Principle 2: Reduce overall climate impact  
Principle 3: Educate for climate action  
Principle 4: Promote sustainable and responsible consumption  
Principle 5: Advocate for climate action through communication. |

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**Tools /Templates**

- **UNFCCC Sport for Climate Action 'Moving from Commitments to Action' Guidance:**
  - Signatories should start to collaborate with their suppliers and, where possible, prioritize goods and services from companies who have made such commitments.

**Using The Toolbox to satisfy UNFCCC Principles**

- **Principle 1:** Undertake systematic efforts to promote greater environmental responsibility
  - (Stakeholder survey)

- **Principle 2:** Reduce overall climate impact
  - (Stakeholder survey)

- **Principle 3:** Educate for climate action
  - (Stakeholder survey)

- **Principle 4:** Promote sustainable and responsible consumption
  - (Stakeholder survey)

- **Principle 5:** Advocate for climate action through communication.
  - (Stakeholder survey)
Aligning our objectives
We all make impacts. Let’s talk about them.
Prioritizing and engaging stakeholders

- **Satisfy** (SH1)
- **Manage Closely** (SH2)
- **Monitor**
- **Inform**

The diagram uses a matrix to categorize stakeholders based on their influence and interest.
Practical Application: Step 3

Your task

- Break out rooms
- Participants will start to create a map using the ‘Stakeholder Mapping’ template
- Remember use the lists tab to define your groups and prioritize criteria
- Use the questions on the right, which pertain to the 5 Principles, to guide your identification and prioritization.

(15 Minutes)

Have you identified people in your network who you could define and deliver joint initiatives with?

Have you identified key stakeholders relating to climate impacts and opportunities?

Which stakeholders will you educate on climate impacts and opportunities?

Does your Stakeholder Map identify key stakeholders in the value chain that relate to sustainable and responsible consumption?

Have you identified potential ambassadors or leaders for to communicate your initiatives?

Template-3-Stakeholder-Mapping-Excel-TOOLBOX-3-E01-01.xlsx

Template-3-Stakeholder-Survey-Excel-TOOLBOX-3-E02-01.xlsx
Presentation and Reflection of Findings: Step 3

Let’s Discuss
How do we each contribute to systems change?

Source: University of Washington
Step 4: Quick Guide

HOW TO:
IDENTIFY ISSUES

Determining the scope of your sustainability programme should ultimately be about things where you have either control or strong influence - IOG Essentials

1. REVIEW organizational activities and issues.
2. IDENTIFY the risks and opportunities.
3. ENGAGE your team and stakeholders.
4. RESEARCH peer activities.
5. COMPILE and prioritize results.
6. DEFINE the scope and boundaries of your sustainability plan.

TOP TIP
You can start by reviewing the list of issues presented in the UN Sustainable Development Goals and identify which apply to your activities.

(This quick guide graphic is available on The Toolbox platform)
Step 4 Resources
Step 4 Templates

In the Legal Obligations Register allows us to:
- Record the legislation and regulations our organisation must adhere to.
- To record any instances of non compliance and plan how to change the situation.

Contributes to:
- All steps

In the Issues Matrix you will:
- Review organization's activities
- Identify the risks and opportunities
- Add research (Peer benchmarks and/or certifications)
- Compile and prioritise the issues
- Define the scope and boundaries of plan.

Contributes to:
- Step 4: Legal Obligations register
- Step 5
## Mapping Out to UNFCCC Principles: Issues Matrix (S4)

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<tr>
<td>Template</td>
<td>Issues matrix</td>
<td>This template helps you identify the material issues that are relevant to your organization.</td>
</tr>
<tr>
<td><strong>Principle 1:</strong> Undertake systematic efforts to promote greater environmental responsibility</td>
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<td></td>
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**TIP:**
Users can change the Issue codes to codes based on the UNFCCC Principles.
### Mapping Out to UNFCCC Principles: Legal Obligations Register (S4)

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**Using The Toolbox to satisfy UNFCCC Principles**

- Principle 1: Undertake systematic efforts to promote greater environmental responsibility
- Principle 2: Reduce overall climate impact
- Principle 3: Educate for climate action
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**Rating:**

- 5 stars

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**Note:**

- This legal obligations register is based on ISO standard procedures, however, it is important to note that the categories, headers and content are provided for example, and are indicative only. **UNFCCC Sport for Climate Action 'Moving from Commitments to Action' Guidance:** 9. Change will work with signatories to determine the best course of action for achieving net zero by 2040, always guided by credible, best practice guidance.
Time to find the issues
Practical Application: Step 4

Your task
- Break out rooms
- Participants will go through the ‘Issues matrix’ template and consider the issues at play in their organisation
- Use the questions on the right, which pertain to the 5 Principles, to inform how you fill in the template

(15 Minutes)
Presentation and Reflection of Findings: Step 4

Let’s Discuss
ANOC-DOTAL EVIDENCE

Stakeholder Engagement
Concretar proyectos de sensibilización e innovación, tomando al deporte como una herramienta estratégica para la promoción y el desarrollo sostenible del cuidado del Ambiente.

OBJECTIVE: Carry out awareness and innovation projects, taking sport as a strategic tool for the promotion and sustainable development of environmental care.
Ejes de Acción 2017-2022

Proyecto Project

- Formación con Información Training with Information
- Campañas de Sensibilización Awareness Campaigns
- Sello Ambiental COA COA Environmental Seal

Desarrollo Developing

- Capacitaciones/Trainings ODS/Deporte/Sport
- Comunidad de Deporte Sostenible Sustainable sport community
- Guardianes del Planeta COA Guardians of the Planet COA
- Concurso Dibujo y Literatura Drawing and Writing Contest
- Asistencia y Desarrollo de los Proyectos Assistance and development of Projects
- Desarrollo del Sello Ambiental COA Development of the COA Environmental Seal

Grupos de Interés Interest groups

- Base de Datos Federaciones Nacionales Database of National Federations
- Atletas /Athletes
- Niñas, Niños de Instituciones Educativas y Deportivas Children from educational and sports institutions
- Base de Datos Federaciones Nacionales Instituciones Educativas Database National Federations Educational institutions
Comunidad de Deporte Sostenible
Sustainable sport community

Guardianes del Planeta COA
Guardians of the Planet COA

Concurso Dibujo y Literatura
Drawing and Writing Contest
Concurso Dibujo y Literatura
Drawing and Writing Contest

Theme of this year: The Planet

Did you know that with Sport we also protect the Planet?

Estatuillas Sostenibles
Sustainable Figurine
1- Capacitaciones (3 meses)

GESTIÓN AMBIENTAL EN EL ÁMBITO DEPORTIVO

INSTALACIONES DEPORTIVAS

GESTIÓN DE LOS RECURSOS

GESTIÓN DE LAS COMPRAS DE PRODUCTOS Y SERVICIOS

HUella De carbOno y
SOSTENIBILIDAD DE EVENTOs DEPORTIVOS

COMUNICACIÓN Y MARKETING SOSTENIBLE

2- Presentación de Proyecto con Asistencia (conformidad oficial de la institución).

3- Desarrollo Técnico del Sello Ambiental en cada Proyecto (puesta en marcha del Proyecto).
“Más poderoso que el paso de temibles ejércitos, es una idea cuyo momento le ha llegado”.

" Mightier than the passing of fearsome armies, It is an idea whose time has come."

(Víctor Hugo)

Gracias por su atención!!!
Thank you for your attention!!!

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https://www.facebook.com/deporleysostenibilidadcoa

@deporleysostenibilidadcoa
What have we discovered today?
Thank you for taking part!

- Our next workshop will be on January 11
  - Steps 5 & 6
  - How to Set Goals and Targets for your sustainability program
  - How to Plan and Implement your sustainability program
- You can expect a reminder email on _________ with a brief of the steps and reflection questions.

Scan this QR code to go to the ANOC sustainability page and download the handbook.