

**Port Macquarie Historical Society Inc.  
Port Macquarie Museum**

**Environment Sustainability Policy**

**Purpose:**

To outline the Port Macquarie Historical Society and Port Macquarie Museum's commitment to integrate environmental sustainability into operations, practices and decision making.

**Scope:**

This policy applies to all operations of the Port Macquarie Historical Society and Port Macquarie Museum, its members, staff, volunteers, contractors and visitors.

**Policy:**

The Port Macquarie Historical Society and Port Macquarie Museum's environmental responsibilities will include:

- Seeking continual environmental improvement ;
- Embedding green knowledge and skills in training programs offered to staff and in products and services we offer;
- Enabling staff to integrate sustainability into operational practices;
- Incorporating best practice environmental management into our business and demonstrate sustainable work practices to the community;
- Encouraging environmental responsibility and awareness among members, staff, volunteers and visitors through good practice, training, education and communication;
- Incorporating sustainability into our planning and governance framework, taking into account our environment risks, opportunities and organisational capabilities;
- Demonstrating continual improvement in reducing our carbon footprint by sustainable water and energy use, minimising waste generation and increasing recycling within our organisation;
- Working to prevent pollution and minimise adverse environmental impacts of our activities through the use of appropriate materials, processes, equipment and services;
- Developing and strengthening partnerships with government, industry, education organisations and the community to address sustainable development;
- Ensuring all our activities comply with relevant environmental laws and policies;
- Regular monitoring and reporting on our environmental performance.

Adopted: 18 July 2016