

HOTEL CSR & SUSTAINABILITY QUESTIONNAIRE

Hotel Name: _____
 Contact Name: _____
 Telephone Number: _____
 Email Address: _____

General
 Do you have a sustainability policy document?
 Please provide a link to where a current and regularly updated policy will be stored

Answer
 Yes/No

Energy & Water Use
 Are you using a green energy tariff to supply energy?
 Do you have a policy document outlining how your hotel will conserve and save water and energy?
 Please provide a link to where a current and regularly updated policy will be stored
 Do you provide bulk water stations or fountains?

Answer
 Yes/No

 Yes/No

 Yes/No

Waste Minimisation
 Do you have a recycling programme to recycle glass, aluminium, plastic and paper/cardboard?
 Please provide evidence to show your recycling performance for the last two years
 Do you have a policy outlining how your hotel is minimising all single use materials?
 Please provide a link to where a current and regularly updated policy will be stored (if this is included in your Hotel Sustainability Policy please input 'SAME' as your response).
 Is a policy in place to minimise paper usage across the hotel?
 Do you donate leftover, un-served food?
 Have you eliminated any polystyrene (Styrofoam) containers or cups in all banquet or take-out service?
 Do you use a food waste removal service that can prove it takes this waste to specialist anaerobic digestion facilities or to create renewable electricity, biogas and liquid fertiliser for the farming industry?

Answer
 Yes/No

 Yes/No

 Yes/No

 Yes/No

 Yes/No

Food
 Are locally grown and organic foods and products purchased/sourced wherever possible and affordable?
 What is your definition of locally grown i.e. within how many miles?
 Do you have a policy to promote plant based options on all your menus?
 Please provide evidence to show how you approach this.
 Is seafood offered that is in accordance with responsible guidelines, such as the Marine Stewardship Council (MSC) and/or the Global Sustainable Seafood Initiative (GSSI).

Answer
 Yes/No

 Yes/No

 Yes/No

Environmental Purchases
 Are environmentally responsible cleaning and fertilisation products (i.e. bearing a recognised eco-label, such as Green Seal) used?

Answer
 Yes/No

Staffing and Social Responsibility
 Do you have a team or individual who is responsible for reviewing your CSR and sustainability strategy?
 Please provide the name and contact details of that person or team manager
 Are there established policies and practices to promote inclusion, diversity and fairness among employees?
 Are you able to provide information about ethical purchases, including labour practices and animal welfare as it relates to your suppliers?
 Does your hotel provide support to the local community by providing volunteers for local projects and initiatives and/or financial donations?
 Please provide two examples of where you've made a positive impact on the local community

Answer
 Yes/No

 Yes/No

 Yes/No

 Yes/No

Measurement
 Do you measure the effectiveness of your sustainable policies?
 If you are measuring the effectiveness of your sustainable policies, please list how, and include any pertinent metrics

Answer
 Yes/No

Local Projects
 Does your hotel participate in any projects that benefit the local community or environment?
 Do you offer guests and groups the opportunity to take part in activities that have an environmental benefit?
 Please use this section to provide further details of these activities

Answer
 Yes/No

 Yes/No
