Identify - 2.4 Unsustainable behaviour

Choose an energy wasting or other un-sustainable behaviour/action that you want to change.

Sometimes by looking at an unsustainable action in more depth we can identify ways in which we can address the bahaviour and help reduce its incidence. Choose an un-sustainable behaviour or action and try to answer the following questions.

•	What is the behaviour that you want to address?	
•	Where does it mainly occur?	
•	What is the main group of staff that performs the behaviour?	
•	What other groups of staff perform the behaviour? e.g. supervisors, middle-management, sen management, etc.	ior
•	Who or which groups have influence over the main energy user group, which might make the their behaviour?	em change
•	When mainly, does the behaviour occur?	
•	Why does the behaviour occur?	
•	Are there any barriers to performing the behaviour correctly?	
•	What possible ways are there for getting people to change their behaviour?	

Complete the chart above for every behaviour you wish to change as part of your programme and log in the sheet below. An example is included on paper use to show the type of information that can be captured.

	What	Where	Who	Influencing groups	When	Why	Barriers	How can change be delivered
1.	Excess paper use	Printers Photocopiers	Office staff Management Secretarial staff	Finance Dept. Hum. Resources Line managers	Working week End of the financial year When people are too busy	No accountability. No monitoring. No feedback Need for physical archiving. Location of machine, e.g. too convenient	Processes they are used to. Forgetfulness Ignorance (no awareness) Apathy.	New organisation wide standards, e.g. double sided. Establish new default settings. Promote cost savings and environment benefits to staff and management. Training on e-filing. Paper budgets/rations. Technology: e.g. user authentication to release print jobs.
2.								
3.								
4.								
5.								