



R3/ ACTION PLAN

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REBUILT ACTION PLAN

Responsible: UAegean

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1. Guidelines

1.1 Description

Action Plan will be a collection of existing best practices, success stories, policies, tools and procedures aiming to foster methodologies to oversee the transition to net zero emissions.

The Action Plan can be used either as stand-alone or for accompanying relevant training courses while it will also feature examples and practical information.

1.2 Good practices

After creating a short national overview, partners should start looking for best practises at national, regional and local level.

Each partner needs to collect **5 to 10 practises**.

Before starting to look for them, take into consideration, that these practices are important so that the Action Plan can be useful for those interested in inciting a business but also those who want to better their business.

- The **TARGET GROUPS**: Owners, members, employees, managers with knowledge or specialisation in the field.
- the **FINAL BENEFICIARIES** of the project to produce a user-friendly guide, i.e. the document easy to read for the participants and all interested parties.
- The Good Practice has the **transferability potential** so other companies can benefit from it.

Look at the Table so you can better understand how best practices can look like:

Table	Rebuilt - Best Practices
	business strategy and GHG reductions
	methodologies to conduct an emissions profile assessment
	understanding of what carbon footprint means
	analysis of the organization 's GHG emissions profile throughout the value chain
	company's vision, strategy with the ambition of the Paris Agreement
	products and services with the ambition of the Paris Agreement
	options for reducing GHG emissions
	success cases and strategies in setting ambitious targets and goals
	tools, governance, methodologies to integrate climate goals and targets inside the organization
	Reengineering processes as a response to specific climate change effects, restrictions.
	Selecting and applying suitable BPR tools and methods
	Planning, measuring, and evaluating green BPR

2. Template

Writing style of the document: clear and concise; try not to use technical words or overly formal descriptions.

There is a character limit. A short description is max. **200 characters with spaces**.

A full description of the practice is max. **2 pages**.

Once website visitors choose the good practice, they will be able to read more detailed information. Different boxes will be displayed on the website, one for each good practice. The plan is that when the cursor is at the top of GP, we will see its preview. Clicking on GP, we will be redirected to the page with a full description.

Procedure

Partners fill in a document. Each partner is asked to provide min. 5 good practices.

In order to get an overview of the collected good practises and to make sure that all main needs/challenges are addressed, an **Excel file** will be created where all partners should fill in the basic information about their good practises, including a short description.

After the exploratory phase has been completed and the selected practises have been approved, the partners can start filling in the Word document template (uploaded to the basecamp).

Once all the good practices have been collected, we will start creating the Action Plan, taking into account all the actions that have been carried out by successful companies. Examples are important for the readers' understanding. It will be important to keep the challenges in mind and see how companies are working to overcome them.

GOOD PRACTICE #	
Title	Reengineering processes as a response to specific climate change effects, restrictions.
Name of the Provider/ Business	Olympic Repairs
Professional sector and company size	Engineering Services and Spare Part Trade
Need/problema/challenge addressed	Waste Management
Short Description (max. 500 chr.)	Waste oil is collected in oil tanks which are placed on special bases so that there is no risk of leakage on the ground. On average, an amount of 100 liters of oil is collected and once a year it is given to a company certified by the state for its recycling. The transport to the center is done by special trucks. Recycling

	process is also followed for chemical products, iron and other ores.
Country	Greece
Source	
Link to more information (company webpage) if applicable	https://www.facebook.com/OlympicRepairs/

3. Implementation

In each consortium country, **CERTIFIED REBUILT learners and selected businesses will co-create an action plan tailored to the specific needs of each business, under the mentoring and support of REBUILT partners.**

Partners will regularly be checking to **which extent the measures described in the action plan are implemented on the ground, evaluating the results of these measures, and gathering evidence of success to be reported to the project.**

The goal is:

monitoring the implementation of the action plan and exchange of experience between REBUILT learners and the business community

transfer the lessons learnt from the MOOC into concrete actions and measures in real business environment

Activities:

- Monitoring the progress made by maintaining contact with the stakeholders involved in implementing the activities in each company.
- Organising one meeting to exchange on the way the implementation is progressing.
- Tracking the implementation results makes it possible to improve the REBUILT action plan and transfer it to another context or to scale it up to a broader Target.