

### 1.3 ELIA Green Action Plan 2026

ELIA #	SHIFT #	Activity	Responsible		Comments	Deadline/ Status
			Lead	Support		
<b>2025 (onwards)</b>						
<b>General</b>						
1		Refresher to all project managers/coordinators/officers on eco-tools they should use while implementing projects and applying for grants. Gathering feedback from use in 2025 and updating tools accordingly – if needed.	Green team			
2		Implementing (at least) all mandatory norms of the SHIFT Eco-Guidelines for Networks & 50% of optional norms (5)	ELIA team	Green Team		
3		Integrating the action plan into the team's Monday.com task boards to facilitate implementation.	Green team			
4		Participating in peer-learning activities and platforms with cultural network organisations that are similarly on the process of achieving or maintaining the SHIFT eco-certification. This includes pairing up with another SHIFT network organisation as a buddy.	Green team			
		Contribute to the SHIFT governance	Maria	Green Team		
<b>SHIFT Chapter 1: Policy &amp; Management</b>						
5	1.1	Annual review of the Eco-policy	Green team			

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6	1.2	Green team Intern recruitment	Joana	Green team		
7	1.3	2026 Action Plan	Joana & Anna Lina	Green team		
8	1.4	Participating in centrally organised trainings to networks in the process of achieving or maintaining the SHIFT eco-certification.	Green team			
9	1.5	Writing an adaptation and risk-assessment reflection. It includes: <ul style="list-style-type: none"> <li>▷ a list of reasons why ELIA should tackle climate adaptation</li> <li>▷ a general reflection on the short and long-term impacts of climate change on ELIA's activities and operations</li> </ul>	Green team (Irene)	Anna Lina		
10	1.6	Initiating internal learning and discussion on the topic of environmental justice	Anna Lina	Green team		
11	1.7	Eco-responsible financial management assessment & policy	Paul (tbc)	Green team (Irene)		
<b>SHIFT Chapter 2: Communications &amp; Awareness raising</b>						
11	2.1	Updating the sustainability page of the website to ensure accessibility and visibility of its ecologically responsible initiatives.	Green team (Joana)	Comms team		

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12	2.1	Including at least 10 articles per year in ELIA's newsletters and Y social media posts, sharing updates on environmental responsibility, climate action efforts, achievements, and possibly other related inspirational content.	Green team	Comms team		
13	2.1	Integrating the SHIFT certification branding in all appropriate communication channels (including email signatures, website).	Comms team (Joana)	Green team		
14	2.2	Onboarding new employees, WG and Board members to ECO- responsibility (ECO-policy, action plan, e.t.c.)	Green team (Joana)	ELIA team		
15	2.3	Raising awareness among organizations and individuals outside ELIA's current network about eco-responsibility projects (e.g., Climate Truth Crisis, CrAFt, Cultuur & Campus Putselaan) by participating in events—either as a presenter or attendee—organized by external networks and organizations.	Green team	ELIA team		
<b>SHIFT Chapter 3: Travel</b>						
16	3.1	Yearly overview of Travel guidelines compliance	Green team Intern	Green team		
17	3.2	Filling in the carbon emission calculator provided by the SHIFT Certification Scheme for every business travel and yearly carbon footprint calculation	ELIA team	Green team		

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18	3.3	Annually calculating ELIA's average carbon emission per kilometre as well as the yearly organisational average of the total emissions per staff member and making a baseline comparison (using the year 2023 as the baseline).	Green team			
19	3.4	Tracking the travel modes used by participants attending ELIA's small event(s). File: <a href="#">3.4-SHIFT-Template-Participants-Travel-Modes.xlsx</a>	Green team <b>(Joana)</b>	Events team		
20	3.5	Combining travels whenever possible as an additional measure to reduce environmental travel impact. File: <a href="#">3.5 Additional reduction own environmental impact of travel.docx</a>	ELIA team	Green team		
21		Analysing and reflecting on carbon footprint of 2025 in relation to the 2023 and 2024 calculations. Summarising the results in an annual Representative Board paper. This paper includes statistics, a reflection on performance and suggested strategies to further improve performance in the coming years.	Green team Anna Lina			
22		Publish a summarized report of ELIA's travel footprint of the last three years (2023; 2024; 2025) as part of the 2-year report	Green team			
<b>SHIFT Chapter 4: Events</b>						
23	4.1	Consider and reflect on the environmental impact of hosting the event on a given location as part of the selection criteria.	Events team	Green team		

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24	4.3	Select event venues that are accessible by public transportation and holding a recognized ecolabel certification.	Events team	Green team		
25	4.5	Enclosing an environmental sustainability clause in the contract with the organizer/partner/host of the event, based on the 11 aspects listed <a href="#">here</a>	Event Team	Green Team		
26	4.6	During events encouraging employees, board members and volunteers of ELIA's and ELIA's network to make use of lower greenhouse gas transportation modes, depending on the local context	Event Team	Green Team		
27	4.7	Reduce the environmental impact of ELIA events by addressing at least 6 out of 11 key aspects listed <a href="#">here</a>	Events team	Green team		
28		Including information regarding environmental responsibility and climate action on the webpages and digital platforms for all ELIA's events, and in other communications with participants and speakers.	Event team	Comms team		
29		Developing recommendations on making online events more eco-responsible.	Events team Anna Lina	Green team Joana		For 2026
<b>SHIFT Chapter 5: Office &amp; Home Office</b>						
30	Related to 5.1	Maintaining the A-Lab energy efficiency protocol, including switching off utilities and lowering the heating temperature outside office working hours.	ELIA team	Green team		

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31	Related to 5.1	Actively contributing to the Sustainability & Energy Consumption Reduction Taskforce at A-Lab Office Building by: <ul style="list-style-type: none"> <li>- Organizing and ensuring biannual meetings.</li> <li>- Creating and sharing a list of sustainability-related ideas and proposals.</li> <li>- Encouraging other members to contribute their ideas.</li> <li>- Ensuring that all proposed ideas are discussed.</li> </ul>	Green team	ELIA team		
32	5.2	Calculating the yearly office carbon footprint impact in terms of Energy consumption in kWh and/or m3.	Green team			
33	5.3	he network-organisation encourages employees to make use of low carbon transportation modes for the commute to the office	Green team			
34	5.4	Promoting ECO-responsible options for coffee, tea, breaks and lunch in the office.	ELIA team	Green team		
35	5.5	Continue practising the following: <ul style="list-style-type: none"> <li>- Avoid using plastic for food and beverages, bags and water bottles.</li> <li>- Separate waste properly in the office.</li> <li>- Use Sustainable cleaning products with a recognised ecolabel.</li> </ul>	ELIA team			
36	5.6	Encouraging employees to make sustainable choices at home office by collecting ideas and tips in a shared document, reviewed by the ELIA team three times per year.	Green team	ELIA team		

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		File: <a href="#">5.6 List of optional ECO-Respsible tips and ideas for working from home.docx</a>				
37	5.7	Organise a digital clean-up day.	Green team	ELIA team		
38	5.8	Review of digital emissions impact and implement at least 3 measures to minimise digital emissions	Green team			
34		Replacing obsolete utilities with energy-efficient alternatives that meet a minimum energy label of A.	Green team	ELIA team		
35		Reviewing new contracts with suppliers, providers, and sponsors to ensure alignment with the procurement policy	Green team	ELIA team		
36		Maintaining and updating the database of environmentally responsible suppliers and products for commonly used team products and services and possibly sharing it with network members Making it accessible to everyone in the team.	Green team	ELIA team		