**BSBSUS501 Develop Workplace Policy & Procedures for Sustainability**

**Task 1 – Interim Report Template**

(refer to Point 8 in Task 1. Must be “Management Style” report as follows)

**Title:**

**Contents:**

**Executive Summary:**

**Compliance Issues Applicable To Tiny Opera Company (TOC)**

The following is a list and explanation of the environmental and sustainability legislation and standards that applies to Tiny Opera Company.

**The Development Process of TOC’s Sustainability Policy**

The following gives a detailed explanation on how we developed the sustainability policy for Tiny Opera Company.

**Value Add To TOC from a Entrepreneurial Perspective**

(Explanation how the Sustainability Policy helps to add value to TOC & demonstrate it is a innovative & entrepreneurial organisation)

**Strategies Proposed To Promote Awareness of TOC’s Sustainability Policy**

The following lists the strategies and a detailed explanation of each, on how we intend to promote awareness of the sustainability to our employees, suppliers, customers and other stakeholders.

**Introduction & Maximising Impact of TOC’s Sustainability Policy**

The following lists the strategies and a detailed explanation of each, on how we will ensure all employees and key stakeholders play an active and important part in the implementation of the Sustainability Policy.

**Conclusion**

Name:

Signature:

Title: