Achieving Sustainability at the Kennedy Institute of Rheumatology

KENNEDY
INSTITUTE OF RHEUMATOLOGY | NDORMS

UNIVERSITY OF OXFORD

LEAF

greenimpact

ENVIRONMENTAL SUSTAINABILITY OXFORD

UNIVERSITY OF OXFORD

2023 → 2024

Achieved 100% LEAF-accredited research labs, thanks to a **3-month** engagement campaign

2023 → 2024

Lab Sustainability Champions
(pics removed for PDF version)

Academic leadership
Fränze Progatzky

Coordination
Empowerment
Collaboration

Project management
and communications
Katie Roberts

Facilities and central
lab management
Emma Carter-Biggs

Six steps to success

1. Engaging
2. Streamlining
3. Sharing
4. Coordinating
5. Showcasing
6. Celebrating

Step 1 - Engaging

Sustainability Event in March
Cakes, quizzes and conversation!

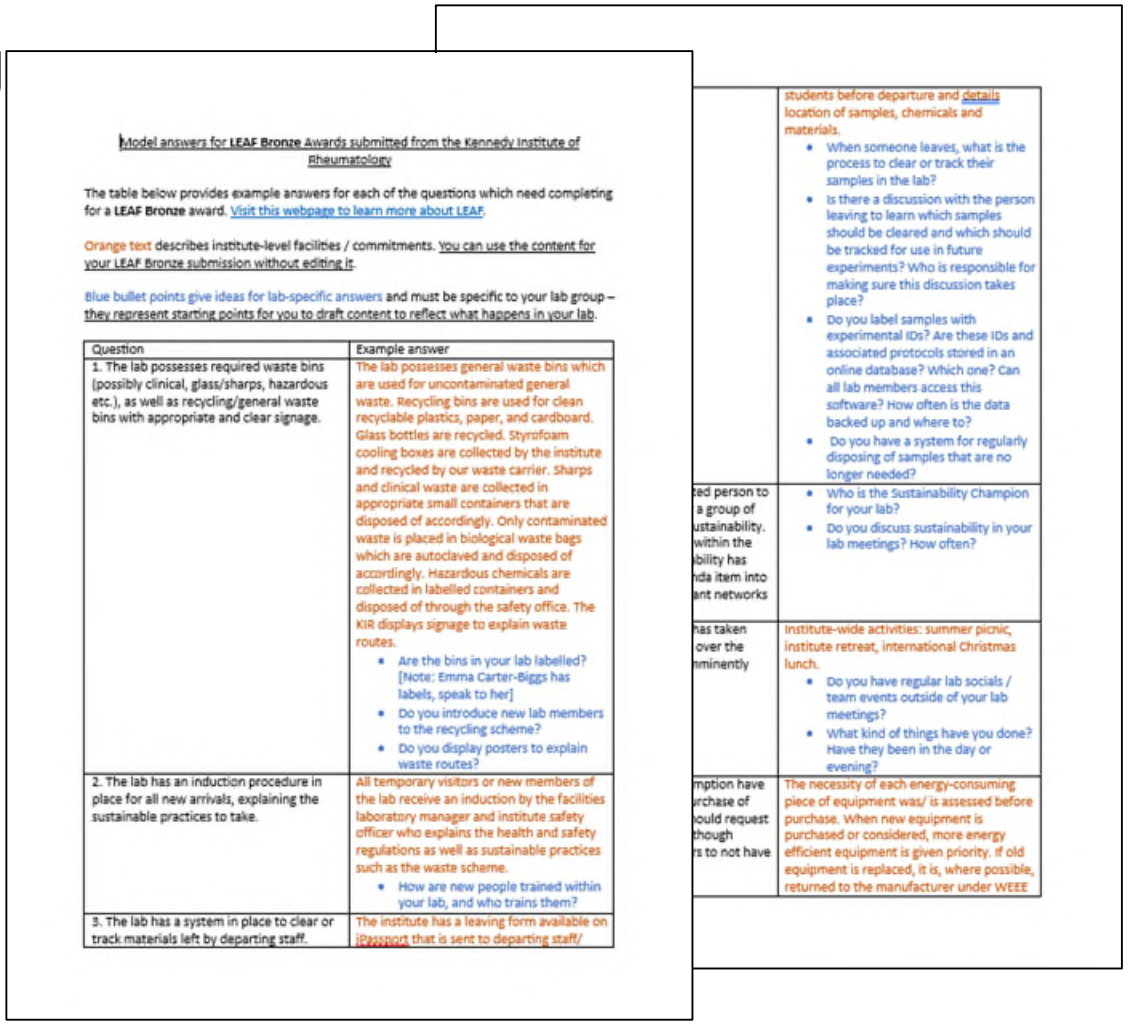
✓ Sustainability champion recruited from every lab

1. Engaging
2. Streamlining
3. Sharing
4. Coordinating
5. Showcasing
6. Celebrating

Step 2 - Streamlining

Writing straightforward model answers with institute-level text

Writing a concise “how to apply for a LEAF award”



Model answers for **LEAF Bronze** Awards submitted from the Kennedy Institute of Rheumatology

The table below provides example answers for each of the questions which need completing for a **LEAF Bronze** award. Visit this webpage to learn more about LEAF.

Orange text describes institute-level facilities / commitments. You can use the content for your LEAF Bronze submission without editing it.

Blue bullet points give ideas for lab-specific answers and must be specific to your lab group – they represent starting points for you to draft content to reflect what happens in your lab.

Question	Example answer
1. The lab possesses required waste bins (possibly clinical, glass/sharps, hazardous etc.), as well as recycling/general waste bins with appropriate and clear signage.	The lab possesses general waste bins which are used for uncontaminated general waste. Recycling bins are used for clean recyclable plastics, paper, and cardboard. Glass bottles are recycled. Styrofoam cooling boxes are collected by the institute and recycled by our waste carrier. Sharps and clinical waste are collected in appropriate small containers that are disposed of accordingly. Only contaminated waste is placed in biological waste bags which are autoclaved and disposed of accordingly. Hazardous chemicals are collected in labelled containers and disposed of through the safety office. The KIR displays signage to explain waste routes. • Are the bins in your lab labelled? [Note: Emma Carter-Biggs has labels, speak to her] • Do you introduce new lab members to the recycling scheme? • Do you display posters to explain waste routes?
2. The lab has an induction procedure in place for all new arrivals, explaining the sustainable practices to take.	All temporary visitors or new members of the lab receive an induction by the facilities laboratory manager and institute safety officer who explains the health and safety regulations as well as sustainable practices such as the waste scheme. • How are new people trained within your lab, and who trains them?
3. The lab has a system in place to clear or track materials left by departing staff.	The institute has a leaving form available on iPassport that is sent to departing staff/ students before departure and details location of samples, chemicals and materials. • When someone leaves, what is the process to clear or track their samples in the lab? • Is there a discussion with the person leaving to learn which samples should be cleared and which should be tracked for use in future experiments? Who is responsible for making sure this discussion takes place? • Do you label samples with experimental IDs? Are these IDs and associated protocols stored in an online database? Which one? Can all lab members access this software? How often is the data backed up and where to? • Do you have a system for regularly disposing of samples that are no longer needed?
ed person to a group of ustainability. within the bility has da item into ant networks	• Who is the Sustainability Champion for your lab? • Do you discuss sustainability in your lab meetings? How often?
has taken over the minently	Institute-wide activities: summer picnic, institute retreat, international Christmas lunch. • Do you have regular lab socials / team events outside of your lab meetings? • What kind of things have you done? Have they been in the day or evening?
mption have urchase of ould request though s to not have	The necessity of each energy-consuming piece of equipment was/ is assessed before purchase. When new equipment is purchased or considered, more energy efficient equipment is given priority. If old equipment is replaced, it is, where possible, returned to the manufacturer under WEEE

1 Engaging

2 Streamlining

3 Sharing

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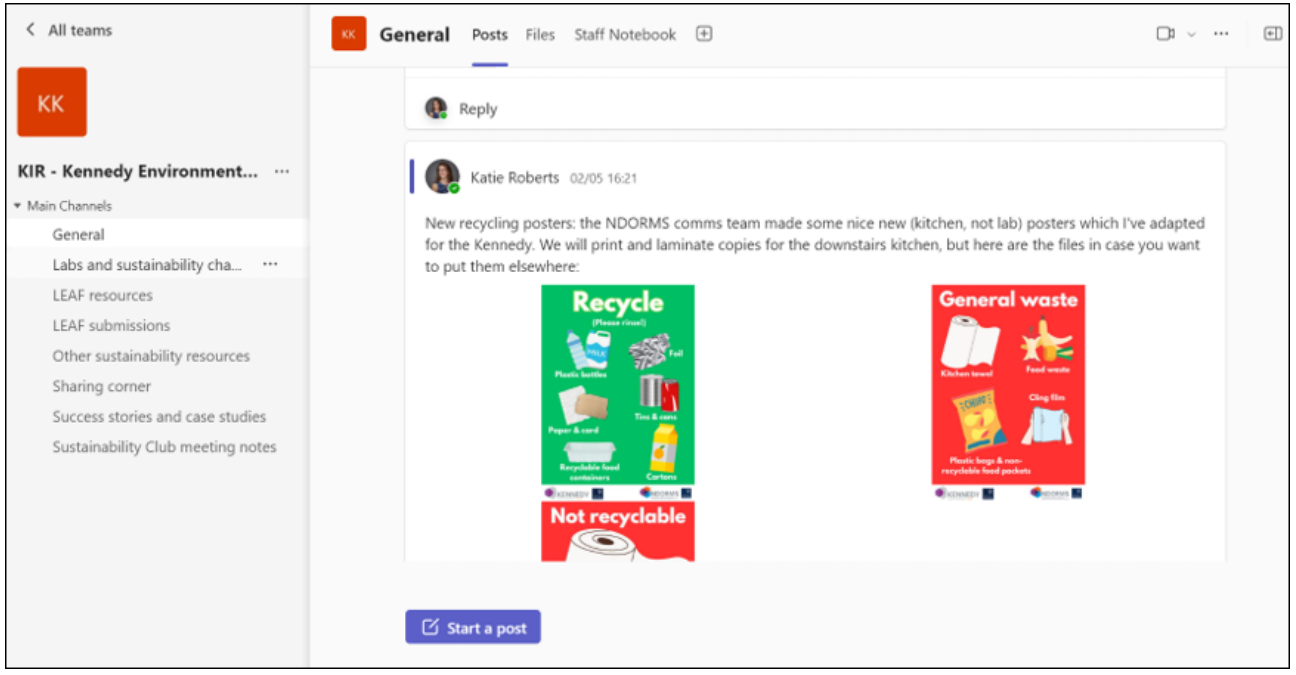
Step 3 - Sharing

Sustainability Champions Teams group

Monthly Sustainability Club

LEAF drop-in sessions



1 Engaging

2 Streamlining

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4 Coordinating

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6 Celebrating

Step 4 - Coordinating

Regular communications

Behind-the-scenes catch-ups

APRIL 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9 Share model answers	10	11 Follow up with labs	12	13
14	15	16 LEAF drop-in session	17	18	19	20
21	22	23 LEAF drop-in session	24	25 Follow up with labs	26	27
28	29	30	1	2	3	4

1 Engaging

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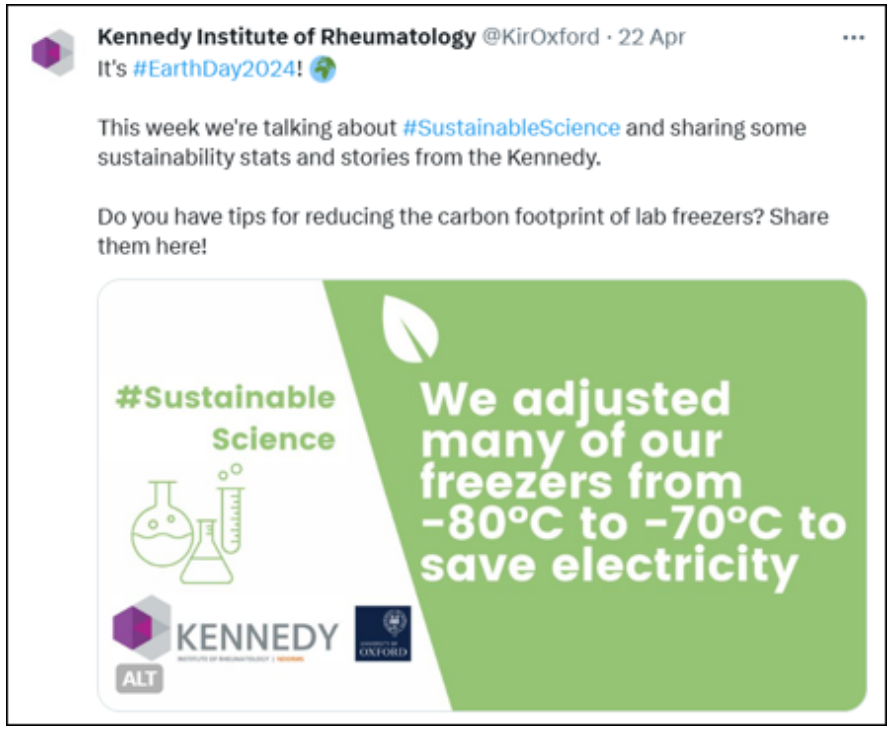
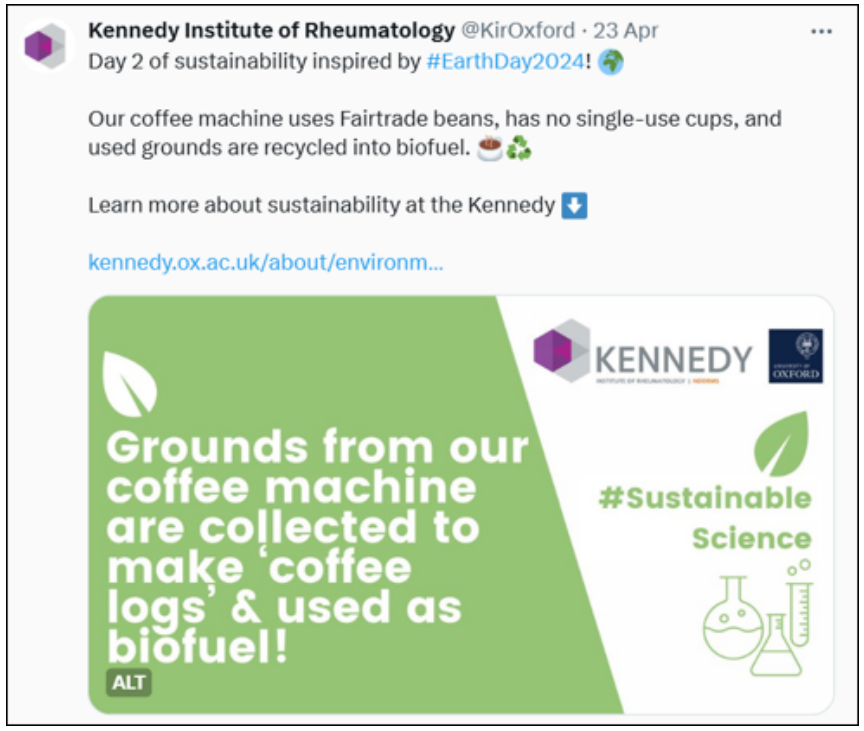
Step 5 – Showcasing

Embedding sustainability in our culture and communications





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Step 6 – Celebrating

Being loud about our achievements!

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