



ITM ICARUS Accreditation Application

Please draft your submission to ITM for **ITM ICARUS Environmental Accreditation – Gold level** on the document format of your choice (Word, Excel, PDF, HTML etc).

Please answer all of the following with as many specifics as possible. Failure to answer any single question, or part thereof will result in declined accreditation.

- 1. Provide details of a comprehensive strategy which consistently delivers on an increased CO₂ reduction target of a minimum of 4.22% per annum cumulatively.**
- 2. Provide details of measurement, reduction strategy and targets** in absolute figures as set out in Bronze & Silver Accreditation levels for each of the following as a minimum.
 - Air
 - Hotel
 - Rail
 - Ground Transportation (defined as chauffeur drive, taxi, hire car & pool car – if not claiming/reporting on a mileage basis)
 - Business Mileage (defined as all mileage claimed & declared by your business)

(Please note that an aggregate CO₂ reduction to target across all of these commodity sectors is necessary for accreditation. i.e. air emissions may fall but rail may increase due to modal changes in travel but the overall result must be a reduction to target.)
- 3. Provide evidence that this strategy and CO₂ reduction covers ALL UK operations** within your company (including any direct subsidiaries).
- 4. Provide a minimum of 2 years detailed evidence of reduced emissions** against targets for absolute CO₂ reduction. Identify operational changes to your business – such as acquisitions, sales or mergers – which may account for a change in your absolute CO₂ emissions from travel

Please Note: Once completed please forward to secretariat@itm.org.uk with the subject "ITM ICARUS Accreditation" with a Purchase Order for ITM to raise an invoice for the accreditation fee (£250 for ITM members and £400 for non-members). The fee is non-refundable regardless of accreditation outcome. Accreditation acceptance will be valid for 2 years from the date of award, although an accreditation supplement of £100 is required after 12 months. Accredited companies will be authorised to apply the ITM ICARUS Accreditation stamp on all paper and electronic publications and communications whilst accreditation is valid.

Submissions will be reviewed each quarter by the ICARUS Accreditation Panel (Details upon application) and either accepted, declined or referred for further information.