

Title: Sustainable Business Travel Guidelines

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Narrator: Business Travel is an important part of university life particularly for collaboration and furthering international reputation. However, there is a significant environmental cost attached to it, especially from flights.

The University of Cambridge aims to reduce per person carbon emissions from business flights by a quarter against 2014/15 levels by 2024/25.

To help us achieve this target the university has developed Guidelines for Sustainable Business Travel. Staff and students are encouraged to use these whenever they are considering a business trip. By following these guidelines, we can reduce our non-essential business travel and make sure business travel that is essential is more environmentally responsible. Considering whether a business trip is essential to your research or work needs or whether you can meet them through virtual means, choose the travel modes that produce the lowest carbon emissions. Could you take a train instead of an aeroplane, for example.

If you must fly, use economy class and offset your carbon emissions using the University's carbon offsetting scheme. Unfortunately, low carbon modes of travel can be more expensive and take more time than high carbon modes.

Offsetting also introduces additional costs. However, help is available some research providers will cover more expensive lower carbon travel options and may even cover carbon offsetting costs so check with yours. The University will also cover additional expenses incurred because you are using a lower carbon travel mode, such as internet connection charger for working on a train.

For more information on the Guidelines for Sustainable Business Travel and offsetting visit our website.