



**Keep**

**Onboarding**

Do you equip your new employee with sustainability training?	
Do you introduce your new employee to the business sustainability strategy?	
Is the employee welcome pack digital?	
Is the equipment you provide necessary and sustainable?	
Do you send out a welcome gift to the new employee?	
If YES, consider what this is, is it eco-friendly, could it be replaced by a donation to a charity?	