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Título: Business Guide To Sustainability, The

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Precio: \$800.00

Editorial:

Año: 2006

Tema:

Edición: 1ª

Sinopsis

ISBN: 9781844077663

First edition: Winner of Choice Magazine - Outstanding Academic Titles for 2007 Sustainability promises both reduced environmental impacts and real cash savings for any organization - be it a business, non-profit/NGO or government department. This easy-to-use manual has been written by top business consultants specifically to help managers, business owners, organizational leaders and aspiring environmental managers/sustainability coordinators to improve their organization's environmental, social and economic performance. The authors demystify 'sustainability', untangle the plethora of sustainability frameworks, tools and practices, and make it easy for the average person in any organization to move towards sustainability. Organized by sector (manufacturing, services and office operations, and government) and common organizational functions (senior management, facilities, human resources, purchasing, environmental affairs and compliance, marketing and public relations, and finance and accounting), the authors show how organizations can incorporate sustainability into their everyday work through the application of useful tools and self-assessments. This fully updated edition includes a new chapter on information and communication technology (ICT). The authors have also added many new facts, stories, practices and resources throughout the book to keep up with this rapidly emerging field and have updated their widely used SCORE sustainability assessment.