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WP 1 - D1.6: GREEN PLAN AND REPORTS

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V1	15.06.2026	First consolidated draft based on the RestaCOVE Green Plan and reviewed by the partners	IU and all the partners
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ABSTRACT
The purpose of this document is to present Deliverable D1.6 - Green Plan and reports for the RestaCOVE project. The Green Plan establishes the common environmental sustainability framework to be applied by all 18 partners throughout the 48-month implementation period. It translates the Erasmus+ green transition priority, the European Green Deal, the Farm to Fork Strategy and European objectives for sustainable learning mobility and green skills into operational measures for project management, mobility, events, catering, training and dissemination. The document defines governance and partner responsibilities, seven Green Plan indicators, the annual monitoring and corrective-action cycle, and the Green Plan Monitoring Tool used to compare performance across the consortium. It also provides an Annual Green Monitoring Report template and an operational checklist for partners. D1.6 is coordinated by IURC and functions as a living document. Inclusion targets and participant-support requirements remain governed by D1.7, while communication channels, dissemination targets and reporting procedures remain governed by D5.2.

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Contents

1. INTRODUCTION 4
1.1 Purpose and scope of D1.6 4
1.2 Project reference information 4
1.3 Scope, status and guiding principles 4
2. STRATEGIC ALIGNMENT OF RESTACOVE GREEN PLAN WITH EUROPEAN UNION (EU) PRIORITIES 6
2.1 Alignment with Erasmus+ Green Transition Strategy and Implementation Guidelines 6
2.2 Alignment with European Green Deal Priorities 6
2.3 Alignment with "Europe on the Move" – Learning Mobility Opportunities for Everyone (2023) 7
2.4 Alignment with Sustainable VET Systems and Green Skills Development 7
3. OBJECTIVES 8
4. KEY ACTIONS AND MEASURES 9
4.1 Green Project Management 9
4.2 Sustainable Mobility 9
4.3 Green Events and Catering Practices 9
4.4 Integration of Green Skills in Training 10
4.5 Sustainable Dissemination 10
4.6 Awareness and Behavioral Change 10
5. ROLES AND RESPONSIBILITIES 11
6. MONITORING AND EVALUATION 12
6.1 Annual Green Reports 12
6.2 Evaluation Process 12
6.3 Key Indicators (Aligned with EU priorities) 12
6.4 Corrective Measures 13
6.5 Green Plan Monitoring Tool 13
7. COORDINATED ACTIONS OF THE 18 PARTNERS TO ACHIEVE THE GREEN PLAN OBJECTIVES 14
7.1 Integration of Green Practices Across All Activities 14
7.2 Development and Integration of Green Skills 14
7.3 Systematic Monitoring and Reporting 14
7.4 Strengthening Collaboration and Exchange of Good Practices 14
7.5 Promoting Awareness and Behavioural Change 14
7.6 Continuous Improvement and Adaptation 15
8. CONTINUOUS IMPROVEMENT 16
9. LONG-TERM IMPACT 17
References 18
ANNEX 1 – RESTACOVE GREEN PLAN – ANNUAL MONITORING REPORT TEMPLATE 19
ANNEX 2 – CHECKLIST FOR PARTNERS TO APPLY GREEN PLAN 22

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1. INTRODUCTION

1.1 Purpose and scope of D1.6

This document presents Deliverable D1.6 - Green Plan and reports. It establishes the common environmental sustainability framework through which all RestaCOVE activities are designed, implemented, monitored, and progressively improved. The Plan applies to project management, mobility, meetings, training, events, catering, digital collaboration, communication, and dissemination.

The Plan is intended both as a strategic reference and as an operational instrument. It reduces the environmental footprint of project implementation, promotes environmentally responsible behaviour among participants and organisations, and embeds green competences in vocational education and training for sustainable collective catering and restaurants.

- Translate European environmental sustainability priorities into common consortium practices.
- Define the roles of IURC, the Project Steering Committee, Work Package Leaders, Project Managers and all partners.
- Specify measures for digital-first project management based on Erasmus+ Without Paper principles, sustainable mobility, green events, sustainable catering, training and dissemination.
- Establish measurable indicators, annual reporting procedures and evidence requirements.
- Support corrective action, peer learning and continuous improvement across the 18-partner consortium.

1.2 Project reference information

Item	Project information
Project number	101260578
Project acronym	RestaCOVE
Project name	VET Excellence Pathways for Sustainable Collective Catering and Restaurants
Call / Topic	ERASMUS-EDU-2025-PEX-COVE
Type of action	ERASMUS-LS
Project duration	48 months
Project start date	1 April 2026
Deliverable	D1.6 - Green Plan and reports
Lead beneficiary	4 - IURC (Ionian University)
Work Package	WP1 - Project Management
Deliverable type	R - Document, report
Dissemination level	SEN - Sensitive
Initial due date	Month 1
Monitoring updates	Annual Green Reports and Green Plan Monitoring Tool updates

1.3 Scope, status and guiding principles

D1.6 is a living project document. The initial plan is adopted at the beginning of implementation, while annual evidence, performance trends, identified deviations and agreed corrective measures are used to refine implementation. All partners are required to apply the Plan and contribute to its monitoring.

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Principle	Operational meaning
Mainstreaming	Environmental sustainability is integrated into every Work Package, task, event and output rather than treated as a separate activity.
Prevention	Resource use, travel and waste are considered during planning so that environmental impacts are reduced before activities take place.
Proportionality	Measures are applied in a realistic manner, taking account of accessibility, distance, infrastructure, safety and institutional constraints.
Evidence-based monitoring	Partners report indicators and provide traceable evidence through annual monitoring tools and repository links.
Shared responsibility	IURC coordinates the Plan, while every partner and Work Package remains responsible for implementation within its own activities.
Continuous improvement	Annual results are compared, weaker areas are addressed and good practices are shared across the consortium.

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2. STRATEGIC ALIGNMENT OF RESTACOVE GREEN PLAN WITH EUROPEAN UNION (EU) PRIORITIES

The RestaCoVE Green Plan is designed to ensure that all project activities are fully aligned with EU priorities for environmental sustainability, green transition, and skills development. Building on the principles of the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) [1], the plan integrates environmentally sustainable practices, promotes green skills development, and ensures eco-friendly project management across all work packages. At the same time, it contributes to the objectives of the European Green Deal [2] by supporting climate neutrality, circular economy approaches, sustainable food systems, and resource efficiency within the collective catering and restaurant sector. The Green Plan builds on the principles of the European Commission's Farm to Fork Strategy [3], promoting sustainable food systems through responsible sourcing, waste reduction, and environmentally friendly catering practices. Finally, the plan reflects key principles of sustainable VET systems and green skills development [4] by embedding sustainability into education and training, strengthening work-based learning aligned with labor market needs, and promoting lifelong learning pathways for the green transition. Through this multi-level alignment, RestaCoVE ensures coherence between project implementation, sectoral innovation, and EU policy priorities. The specific modes of alignment of the RestaCoVE Green Plan are presented below.

2.1 Alignment with Erasmus+ Green Transition Strategy and Implementation Guidelines

The RestaCoVE Green Plan operationalizes the Erasmus+ priority to "mainstream environmental sustainability and climate objectives across all programmes and actions" [1] by embedding sustainability into both organizational practices and educational content.

Specifically, the project:

- Applies environmentally sustainable project management, in accordance with the *Erasmus+ Without Paper* approach, via full digitalization of deliverables and elimination of printed dissemination materials, in line with the requirement to "apply environmentally friendly practices in project management and implementation" [1]
- Promotes environmentally responsible behavior, integrating sustainability into training, events, and catering practices, responding to the objective to "encourage sustainable behaviors among participants and organizations" [1]
- Supports green competences development, embedding sustainability topics into micro-credentials and training modules, in line with "support green competences across education and training systems" [1]
- Reduces environmental impact by prioritizing online collaboration, video-recorded activities, and sustainable travel practices, aligned with the recommendation to "limit unnecessary travel and promote sustainable alternatives" [1]

2.2 Alignment with European Green Deal Priorities

RestaCoVE contributes to the European Green Deal objective to "transform the EU into a fair and prosperous society, with a modern, resource-efficient and competitive economy" [2] and supports its key policy areas.

In particular, the project:

- Promotes climate neutrality and emissions reduction through green mobility choices (train, bus, carpooling) and carbon compensation measures

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• Supports a circular economy, implementing zero-waste practices and reducing single-use materials in catering and events [2]

• Aligns with the Farm to Fork Strategy, contributing to "a fair, healthy and environmentally-friendly food system" [4] through sustainable sourcing and menu design

• Enhances energy and resource efficiency in collective catering systems through training and applied practices

2.3 Alignment with "Europe on the Move" – Learning Mobility Opportunities for Everyone (2023)

RestaCoVE integrates the principles of the Council Recommendation to ensure that mobility is inclusive, accessible, and sustainable.

The project:

• Promotes "learning mobility opportunities for everyone", ensuring participation of at least 20% of learners with fewer opportunities, across activities [3]

• Applies inclusive and fair selection mechanisms, balancing merit and equity and ensuring gender balance and representation of under-represented groups

• Supports environmentally sustainable mobility, in line with the recommendation to "encourage greener mobility practices" [3], by prioritizing low-emission transport and providing guidance through inclusive info-packs

• Reduces barriers to participation by ensuring accessible venues and tailored support, as encouraged by the recommendation to remove obstacles to mobility [3]

Through these actions, RestaCoVE ensures that mobility is not only a learning tool but also a driver of inclusion and sustainability.

2.4 Alignment with Sustainable VET Systems and Green Skills Development

RestaCoVE reflects EU priorities for VET systems by embedding sustainability into education, training, and cooperation with enterprises.

The project:

• Develops "skills for the green transition" [5] by integrating sustainability into all training pathways

• Strengthens work-based learning aligned with sustainable practices, ensuring real-world application of green competences

• Promotes flexible and modular learning pathways, including micro-credentials and digital credentials, supporting lifelong learning [6]

• Enhances cooperation between VET providers, enterprises, and policymakers, aligning education with labor market and sustainability needs

These actions contribute to making VET systems more inclusive, resilient, and aligned with environmental and economic transitions.

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3. OBJECTIVES

The RestaCoVE Green Plan aims to operationalize the environmental sustainability priorities of the Erasmus+ Programme by translating the principles of the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) [1] and its Implementation Guidelines into concrete project objectives. In particular, the plan seeks to systematically reduce the environmental footprint of all project activities by promoting resource-efficient management practices, minimizing waste, and encouraging the use of sustainable and low-emission transport solutions, in line with the recommendation to “reduce the environmental impact of projects and mobility activities” [1].

At the same time, the Green Plan aims to foster environmentally responsible behaviors among all participants, including learners, trainers, and partner organizations, by embedding sustainability principles into daily project operations and decision-making processes. A core objective is also to support the development of green competences and skills within VET systems, ensuring that learners acquire knowledge and practical abilities aligned with the green transition, particularly in the field of sustainable collective catering. Furthermore, the plan promotes the use of digital solutions—such as paperless management systems, online collaboration tools, and digital learning platforms—to reduce environmental impact while increasing accessibility and efficiency. Through these combined objectives, RestaCoVE contributes to the broader goals of the European Green Deal [2] by supporting climate neutrality, circular economy practices, and sustainable food systems, while strengthening the role of VET in enabling the transition to a more sustainable and resilient economy.

The Green Plan is applied across all Work Packages and activities range from initial project management and needs analysis (WP1) to curriculum design (WP2), capacity-building (WP3), testing (WP4), and project dissemination and long-term exploitation (sustainability) (WP5). All partners are required to comply with the Green Plan and actively contribute to its monitoring and implementation.

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4. KEY ACTIONS AND MEASURES

The RestaCoVE Green Plan translates the environmental sustainability principles of the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) [1] and the related Implementation Guidelines into a set of concrete actions applied across all phases of the project. In line with the requirement to "integrate environmentally friendly practices in project design and implementation" [1] and to "reduce the environmental footprint of activities and mobility" [1], the following measures ensure a coherent and systematic approach to sustainability, combining green project management, sustainable mobility, digitalization, and the development of green competences within VET systems.

4.1 Green Project Management

RestaCoVE adopts a sustainable project management approach by prioritizing digital solutions and practices (digitalization) and minimizing the use of physical resources, in line with the Erasmus+ principle of environmentally responsible implementation. All partners are expected to apply the *Erasmus+ Without Paper* approach, ensuring that communication, documentation, and reporting are carried out digitally through shared platforms such as Google Drive and collaborative tools. Printed materials such as flyers, brochures, and posters will be avoided. Overall, the project prioritizes online meetings, virtual collaboration, and the use of digital learning environments such as the MOOC platform and the Virtual Learning Factory, thereby reducing the need for travel and physical materials. In addition, all activities conducted with physical presence will be systematically recorded and made available online, extending their reach and impact without generating additional environmental costs.

This approach contributes directly to the reduction of resource consumption, reduces emissions as proposed in the Green Deal [2] and aligns with the Implementation Guidelines' recommendation to apply eco-friendly practices throughout project management processes.

4.2 Sustainable Mobility

In accordance with the Erasmus+ Implementation Guidelines and the Council Recommendation "Europe on the Move" (2023) [3], RestaCoVE promotes environmentally sustainable and inclusive mobility practices. Partners will prioritise low-emission transport options such as trains, buses, and carpooling, particularly for journeys under eight hours, and will encourage the use of public transportation when accessing project venues. Where air travel is unavoidable, partners will consider carbon offsetting measures when available. Mobility will be organised in a way that reduces frequency and maximizes duration, thereby limiting environmental impact while maintaining learning quality. Additionally, all participants will receive information through dedicated info-packs outlining sustainable travel options and encouraging environmentally responsible choices, in line with the recommendation to promote greener and more accessible mobility opportunities.

4.3 Green Events and Catering Practices

All physical events and activities within RestaCoVE, including meetings, trainings, and Summer and Winter Camps, will follow environmentally sustainable practices consistent with the objectives of the European Green Deal [2] and the Erasmus+ Green Strategy. Catering services will prioritize local, seasonal, and sustainably sourced food, while applying zero-waste principles and minimizing the use of single-use plastics. Event organization will consider energy efficiency, waste reduction, and sustainable procurement practices. These measures ensure that project activities not only minimize environmental impact but also act as demonstrators of sustainable practices within the collective catering sector.

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4.4 Integration of Green Skills in Training

Digitalization in RestaCoVE is not only an operational tool but also a core component of the learning dimension, where sustainability is fully embedded across educational outputs. Green principles and development of green skills are integrated into micro-credentials, MOOC modules, and the Virtual Learning Factory, ensuring that learners are exposed to key topics such as menu design, zero-waste cooking, sustainable sourcing of ingredients, energy-efficient kitchen operations, and food traceability systems. Through these digitally supported learning pathways, participants gain practical and applied knowledge aligned with real labor market needs in sustainable collective catering. In addition, the use of analytics tools available in the digitalization of learning enables partners to monitor engagement and ensure an efficient and data-driven use of resources.

To further reduce environmental impact, RestaCoVE adopts the use of European Digital Credentials for Learning, ensuring that all certificates and qualifications are issued in digital format. This eliminates the need for paper-based certification and enhances the portability and recognition of qualifications across Europe. The adoption of digital credentials is fully aligned with the Erasmus+ Implementation Guidelines and supports both sustainability and digital innovation objectives.

This integrated approach contributes directly to the development of green skills required for the green transition, while also strengthening the capacity of VET systems to deliver innovative, flexible, and sustainability-oriented training. By combining digitalization with sustainability education, RestaCoVE supports both the environmental objectives of Erasmus+ and the long-term transformation of vocational education towards more resilient and sustainable models.

4.5 Sustainable Dissemination

The dissemination strategy will be implemented digitally in order to reach easily also regional, national and EU contexts without barriers. The implementation of digital dissemination activities will not only prevent the printing of paper but will also allow the consortium to measure more effectively the target groups' engagement through the use of analytics, measurement of the views, open and “click” rates. The digitalized dissemination will facilitate the understanding of the preferences of the target groups for the different dissemination events and will allow for all necessary adjustments of the communication strategy in order to maximize project visibility and impact.

4.6 Awareness and Behavioral Change

RestaCoVE actively promotes environmentally responsible behavior among participants by embedding sustainability principles into all project activities and learning experiences. Through training, dissemination, and practical application in real catering environments, learners, trainers, and stakeholders are encouraged to adopt sustainable practices and develop pro-environmental attitudes. This responds directly to the Erasmus+ priority of fostering behavioral change and ensures that the project contributes not only to reducing its own environmental footprint but also to generating long-term impact via promoting the adoption of environmentally responsible behavior, which is aligned with the scope of sustainable development.

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5. ROLES AND RESPONSIBILITIES

The implementation of the RestaCoVE Green Plan is based on a coordinated and shared governance model, in line with the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) and its Implementation Guidelines, which require environmental sustainability to be systematically embedded and monitored across all project activities. The overall responsibility lies with the Green Manager appointed within the Ionian University, who oversees the implementation of green practices, ensures alignment with EU requirements, and coordinates monitoring and reporting processes. The Green Manager works closely with the Project Steering Committee (PSC), which provides strategic oversight, reviews progress and validates any necessary adjustments to ensure that sustainability remains a core priority during the project.

At the operational level, each partner organization is responsible, through its Project Manager, for integrating environmentally sustainable practices into all activities, including mobility, events, dissemination, and training delivery, in line with the Erasmus+ principle of reducing environmental impact and promoting sustainable behaviors. Leading Organizations of Work Packages further support this process by embedding green principles into their respective tasks and monitoring related KPIs. All partners collectively contribute to promoting awareness and behavioral change among participants, ensuring that sustainability is not only applied in project management but also reflected in learning outcomes and stakeholder engagement, thus supporting long-term impact in accordance with the Implementation Guidelines.

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6. MONITORING AND EVALUATION

6.1 Annual Green Reports

In line with the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) and its Implementation Guidelines [1], RestaCoVE adopts a structured monitoring and evaluation system to ensure that environmental sustainability is effectively integrated, measured, and continuously improved throughout the project lifecycle. For this reason, each project partner is expected to produce an annual report (Green report). The monitoring process is coordinated by the Green Manager at the Ionian University in close cooperation with all Project Managers, ensuring that data collection, reporting, and analysis are carried out systematically across all partner organizations. This approach reflects the Erasmus+ requirement to track environmental performance, promote accountability, and support evidence-based decision-making. A template for the annual Green report is available in Annex 1.

6.2 Evaluation Process

The evaluation of the Green Plan combines quantitative and qualitative approaches, in line with the Implementation Guidelines' emphasis on measurable and evidence-based sustainability outcomes. Quantitative indicators focus on measurable outputs such as the reduction of printed materials, the percentage of green mobility adopted, and the number of digital activities implemented. Qualitative evaluation is conducted through feedback from participants, internal reviews, and assessment of how effectively sustainability principles are integrated into training, mobility, and project management. The results of the evaluation are discussed within the Project Steering Committee, which supports the identification of corrective actions and ensures that the project remains aligned with EU environmental priorities.

6.3 Key Indicators (Aligned with EU priorities)

To ensure consistent monitoring, the following Key Performance Indicators (KPIs) are defined in accordance with Erasmus+ environmental priorities and the project's sustainability objectives. The seven relevant KPIs are numbered as GP1 to GP7 (GP: Green Plan) and they are depicted in the following table.

Area	KPI	Target
Paper reduction	GP1: % of documents shared digitally	100%
Mobility	GP2: % of participants using green travel (train, bus, carpooling)	≥40% where feasible
Events	GP3: % of events applying green practices (local food, no single-use plastics)	100%
Digitalization	GP4: % of meetings conducted online	≥60%
Dissemination	GP5: % of materials distributed digitally for dissemination purposes	100%
Training	GP6: % of modules including sustainability topics	100%
Awareness	GP7: Participant satisfaction on green practices (scale 1–5)	≥4

These KPIs are monitored throughout the project and reviewed annually to assess progress and ensure compliance with the Green Plan. Any deviations from targets will trigger corrective measures coordinated by the Green Manager in collaboration with the relevant partners, ensuring continuous alignment with the Erasmus+ Implementation Guidelines and the broader objectives of environmental sustainability.

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The Green Manager will keep track of the performance of KPI's, adding all the above-mentioned information in a Partner Comparison Table. The Partner Comparison Table supports benchmarking and evidence-based decision-making by enabling the Green Manager and the Project Steering Committee to identify performance trends across the consortium. Based on this comparison, partners demonstrating strong performance can be highlighted as good practice examples, while partners with lower KPI results can be supported through targeted corrective measures.

6.4 Corrective Measures

In line with the monitoring approach defined by the Erasmus+ Implementation Guidelines, any deviations identified through the partners' Annual Green Monitoring Reports—such as underperformance against KPIs, incomplete implementation of green measures, or inconsistencies with planned actions—will be systematically addressed through a coordinated process led by the Ionian University (IU) as Green Plan coordinator. Based on the evidence provided in the partner reports, IU will work directly with the concerned partner(s) to analyze the root causes of the deviation and jointly define targeted corrective actions that are fully aligned with the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024). These adjustments may include revising implementation practices, strengthening digitalization efforts, improving sustainable mobility choices, or enhancing the integration of green principles in activities. The agreed corrective measures will be formally documented in the aggregated consortium report, and their implementation will be closely monitored in the subsequent reporting cycle, ensuring continuous improvement, accountability, and full alignment with EU environmental sustainability priorities.

6.5 Green Plan Monitoring Tool

By the end of each year of project implementation, each partner will be asked to complete the "Green Plan Monitoring Tool" (GPMT). GPMT is an Excel file composed of two worksheets. The annual achieved values of the seven set KPIs (GP1 – GP7) are filled in by each partner in the worksheet named "Partner KPI values". The values inserted in the "Partner KPI values" worksheet are used in order to calculate and display the average KPI values regarding the consortium of all 18 partners in the linked worksheet named "KPI average values".

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7. COORDINATED ACTIONS OF THE 18 PARTNERS TO ACHIEVE THE GREEN PLAN OBJECTIVES

The successful implementation of the RestaCoVE Green Plan requires the active, coordinated, and measurable contribution of all eighteen (18) project partners, based on a shared operational approach that cuts across all Work Packages and activities. In this chapter, we provide the coordinated actions that all partners should follow using bullet points to help the 18 partners.

7.1 Integration of Green Practices Across All Activities

The 18 partners must ensure that sustainability principles are systematically embedded in all project activities, including management, mobility, training, and dissemination. This involves:

- using digital tools for collaboration and learning,
- promoting sustainable mobility options (train, bus, carpooling),
- organising green events with zero-waste practices,
- applying sustainable catering solutions.

The horizontal integration of these practices is essential for reducing the overall environmental footprint of the project.

7.2 Development and Integration of Green Skills

A key responsibility of all partners is to embed sustainability into the educational dimension of the project. This includes:

- integrating topics such as zero-waste cooking, sustainable sourcing, and energy-efficient operations,
- delivering training through MOOCs and micro-credentials,
- aligning learning outcomes with labour market needs.

Through these actions, partners directly contribute to the development of green competences required for the transition to sustainable collective catering systems.

7.3 Systematic Monitoring and Reporting

Each partner is required to:

- collect data related to the defined KPIs (e.g., green mobility, digitalisation, sustainability in training),
- prepare and submit annual Green Reports,
- provide evidence-based documentation of implemented actions.

This structured monitoring framework ensures accountability and supports data-driven decision-making across the consortium.

7.4 Strengthening Collaboration and Exchange of Good Practices

All partners should operate as part of a collaborative learning network by:

- sharing good practices and innovative solutions,
- supporting partners with lower performance,
- participating in joint evaluation and reflection processes.

This collaborative dimension enhances the overall effectiveness, coherence, and impact of the project.

7.5 Promoting Awareness and Behavioural Change

Beyond technical implementation, partners are expected to:

- foster environmentally responsible behaviour among learners, staff, and stakeholders,





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- integrate sustainability awareness into all activities,
- act as role models for sustainable organisational practices.

Behavioural change is a key driver for ensuring long-term impact beyond the project lifecycle.

7.6 Continuous Improvement and Adaptation

Finally, all partners should adopt a dynamic and adaptive approach by:

- reviewing performance on an annual basis,
- implementing corrective measures where needed,
- incorporating feedback from participants and stakeholders.

This continuous improvement process ensures that the project remains aligned with evolving EU priorities and sustainability challenges.

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8. CONTINUOUS IMPROVEMENT

RestaCoVE adopts a continuous improvement approach to the Green Plan in line with the Erasmus+ and European Solidarity Corps Green Transition and Sustainable Development Strategy (2024) and its Implementation Guidelines, which emphasize ongoing monitoring, evaluation, and adaptation of environmentally sustainable practices. Environmental performance will be regularly assessed through annual internal reports prepared by all partners and aggregated by the Green Manager at the Ionian University, focusing on key indicators such as reduction of paper use, adoption of green mobility, digitalization of activities, and integration of sustainability in training. The Project Steering Committee will review these results annually, identify potential gaps or deviations, and support the definition of corrective measures and improved strategies. This iterative process ensures that sustainability practices evolve over time, remain aligned with EU priorities, and respond effectively to emerging environmental challenges and project needs.

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9. LONG-TERM IMPACT

The Green Plan is designed to generate a lasting impact beyond the project's duration by embedding environmentally sustainable practices into the institutional operations, educational programmes, and strategic priorities of all partners, in accordance with Erasmus+ Implementation Guidelines and the broader objectives of the European Green Deal. Through the integration of green skills into VET curricula, the adoption of digital and paperless systems, and the promotion of sustainable practices in collective catering, RestaCoVE contributes to shaping a more environmentally responsible workforce and sector. The continued use of project tools, such as digital learning platforms, micro-credentials, and sustainable mobility practices, alongside ongoing collaboration among partners and stakeholders, will ensure the durability and scalability of results, supporting the transition towards greener VET systems and more sustainable food service ecosystems at regional, national, and European levels.

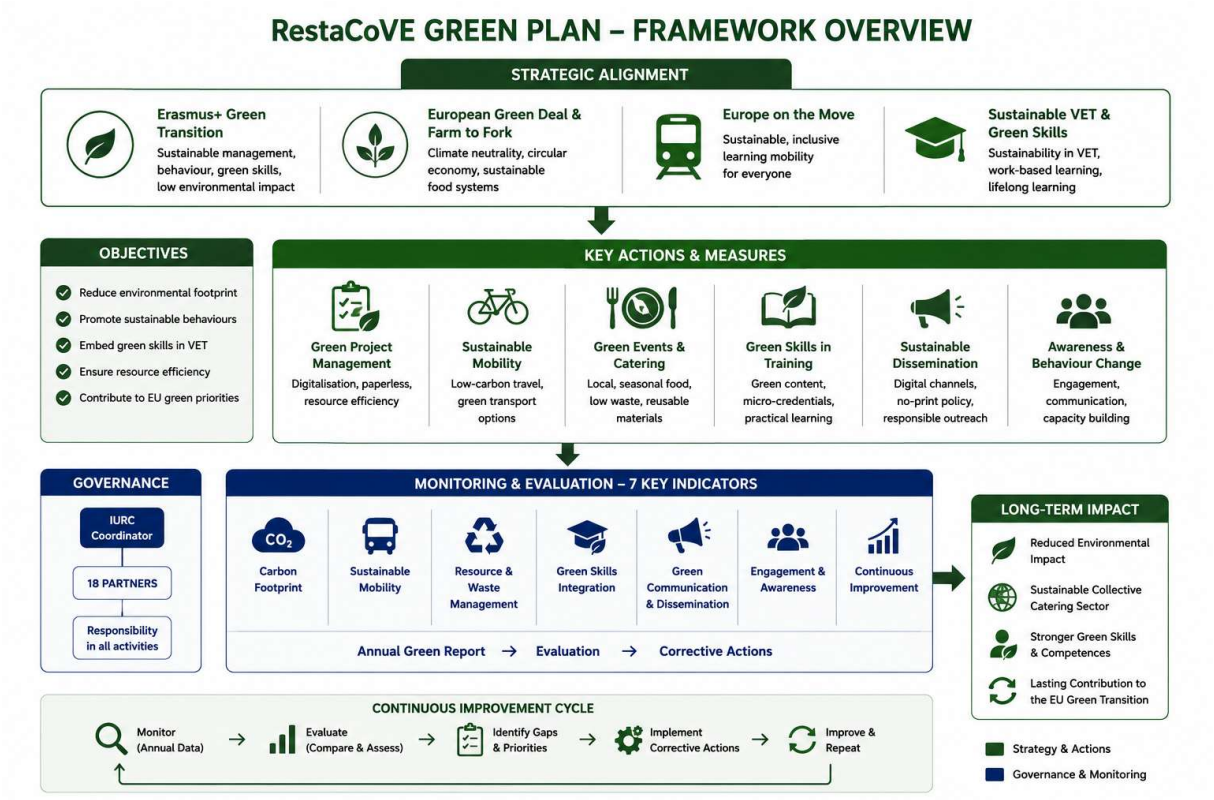


Fig. 1: Green plan overview





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ANNEX 1 – RESTACOVE GREEN PLAN – ANNUAL MONITORING REPORT TEMPLATE

General Information

Project Title: RestaCoVE – VET Excellence Pathways for Sustainable Collective Catering and Restaurants

Reporting Year: [Year 1 / Year 2 / Year 3 / Year 4]

Reporting Period: [Month – Month]

Partner Organization: [Name of Organization]

Country: [Country]

Project Manager: [Name & Contact]

Green Contact Person (if different): [Name & Contact]

Date of Submission: [DD/MM/YYYY]

1. Overview of Green Practices Implemented

Provide a short narrative summary (max. 300–400 words) describing how your organization implemented the Green Plan during the reporting period.

_____

_____

2. Implementation of Green Measures

2.1 Green Project Management

Describe digitalization, paper reduction, and eco-friendly practices:

_____

Evidence supporting Green Project Management (Screenshots, links, internal procedures)

_____

2.2 Sustainable Mobility

Describe mobility choices and green travel measures (Types of transport used for mobilities, Measures to encourage green travel, Use of info-packs):

_____

Evidence supporting Sustainable Mobility (% of participants using sustainable transport, any carbon compensation actions)

_____

2.3 Green Events and Catering

Describe sustainable food, waste reduction, and event practices (refer to sustainable catering principles, waste reduction practices, avoidance of single-use plastics):

_____

Evidence supporting Green Events and Catering (photos)

_____

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2.4 Integration of Green Skills in Training

Describe how sustainability was embedded in learning activities (provide information about MOOC modules, micro-credentials):

_____

Topics covered

☐ Zero-waste cooking

☐ Sustainable sourcing

☐ Energy-efficient kitchens

☐ Food traceability

☐ Other: _____

☐ Other: _____

☐ Other: _____

☐ Other: _____

2.5 Sustainable Dissemination

Describe use of digital tools reducing environmental impact during dissemination activities (online dissemination and learning, reduction of physical materials):

_____

Evidence supporting Sustainable Dissemination

_____

2.6 Awareness and Behavioral Change

Describe actions promoting sustainability awareness (actions promoting sustainable behaviors, engagement of learners, staff, stakeholders):

_____

Evidence supporting Awareness and Behavioral Change

_____

3. KPI Monitoring Table

Fill in actual values and provide comments if needed.

Area	KPI	Target	Achieved	Comments
Paper reduction	% of documents shared digitally	100%		
Mobility	% using green travel	≥40%		
Events	% applying green practices	100%		
Digitalization	% meetings online	≥60%		
Dissemination	% materials digital	100%		
Training	% modules with sustainability	100%		





Area	KPI	Target	Achieved	Comments
Awareness	Satisfaction (1–5)	≥4		

4. Challenges and Deviations

Describe any deviations from targets and reasons (any KPIs not achieved, barriers encountered, e.g., mobility constraints, technical issues, external factors, e.g., cost, infrastructure):

_____

5. Corrective Measures

Describe actions taken or planned:

_____

6. Good Practices and Innovations

Highlight successful approaches or innovative solutions:

_____

7. Contribution to EU Priorities

Briefly explain how your activities contributed to (Erasmus+ Green Strategy 2024, European Green Deal, Farm to Fork Strategy, Green Skills & VET priorities)

_____

8. Conclusions and Recommendations

Provide final remarks and suggestions for improvement:

_____

9. Additional Supporting Evidence

Attach (if needed, additional available photos of events, screenshots of digital tools, training materials, dissemination outputs, mobility data, etc.)

_____

10. Declaration

I hereby confirm that the information provided is accurate and reflects the implementation of the RestaCoVE Green Plan within our organization.

Name:

Position:

Signature:

Date:

Co-funded by the European Union

ANNEX 2 – CHECKLIST FOR PARTNERS TO APPLY GREEN PLAN

1. Green Project Management

☐ Use shared digital tools (e.g., Google Drive)
☐ Avoid printing documents/materials
☐ Organise more online meetings than physical
☐ Store and update documents digitally

Evidence: screenshots, links, procedures

2. Sustainable Mobility

☐ Prioritise train, bus, or carpooling (<8h trips)
☐ Reduce number of trips (combine activities)
☐ Provide participants with green travel info
☐ Consider carbon offsetting (if flights used)

Track: % of green travel, transport types

3. Green Events & Catering

☐ Use local, seasonal, sustainable food
☐ Avoid single-use plastics
☐ Apply zero-waste practices
☐ Choose accessible venues (using public transport)

Evidence: photos, catering details

4. Green Skills in Training

☐ Include sustainability in training activities
☐ Use MOOC / micro-credentials / learning tools

Key topics (tick if included):
☐ Zero-waste cooking
☐ Sustainable sourcing
☐ Energy-efficient kitchens
☐ Food traceability

5. Digital Sustainability

☐ Use online meetings and collaboration tools
☐ Replace physical materials with digital ones
☐ Record physical activities and share online

Track: % of online meetings, tools used

6. Sustainable Dissemination

☐ Use digital-first communication (no printing)
☐ Share outputs via website, social media, email
☐ Use digital certificates (no paper)

Evidence: links, analytics (views, clicks)

7. Awareness & Behavioural Change





☐ Promote sustainability during activities
☐ Encourage green habits (travel, food, waste)
☐ Engage learners and stakeholders

Evidence: activities, feedback

C. KPI Monitoring (Fill Before Reporting)

KPI	Target	Achieved
☐% of documents shared digitally	100%	
☐% using green travel	≥70%	
☐% applying green practices	100%	
☐% meetings online	≥60%	
☐% materials digital	100%	
☐% modules with sustainability	100%	
☐Satisfaction (1–5)	≥4	