

Checklist on Sourcing a Sustainable Event



Question 1: Are you aware of the Net Zero Carbon Pledge for the Events Industry? Yes No	Question 2: Have you signed it? Yes Not yet, but plan to No lon't know
Question 3 (select multiple): Please select all sustainable practices i	n place, or services available for delegates in the destination:
Destination has received sustainability related certification	Choice of venues and hotels with green certification from a recognised provider
Availability of low or no-carbon ground transportation options (e.g., hybrid and EV taxis, public transport, biking options)	Choice of suppliers with a sustainability strategy e.g. Exhibit provider who offers booths that are sustainable and reusable
Group transportation methods such as airport shuttles	Local suppliers who are located in close proximity to the proposed venue(s)
Centrally located conference venue/hotels for walking/biking	Opportunities for delegates to engage in Corporate, Social, Responsibility projects or volunteer opportunities that focus on sustainability.



Question 4: What other sustainability and/or carbon reduction initiatives are in place for the destination?



Question 5 (select multiple): Please select all sustainable practices in place, or services available for the proposed venue(s):	Question 6 (select multiple): Please select all sustainable practices in place, or services available for the accommodation provider(s)*:
ENERGY	ENERGY
☐ Renewable energy sources	Renewable energy sources
☐ Energy reduction programs	☐ Energy reduction programs
☐ Venue has received sustainability related certification	☐ Venue has received sustainability related certification
WASTE & RECYCLING	WASTE & RECYCLING
☐ Recycling/upcycling programs	Recycling/upcycling programs
Food waste reduction programs	Food waste reduction programs
☐ No single plastic use	☐ No single plastic use
Environmentally-friendly tableware such as cutlery, plates & napkins	Environmentally-friendly tableware such as cutlery, plates & napkins
☐ Plant-based menus	☐ Plant-based menus
WATER Water refill stations in meeting venue	WATER Water refill stations in meeting venue
IN-ROOM*	IN-ROOM
☐ Refillable bath amenities such as shampoo & soap dispensers	Refillable bath amenities such as shampoo & soap dispensers
☐ In-room water refill station	☐ In-room water refill station
☐ Other	☐ Other
*For venues that are accommodation providers	*If accommodation provider is different then the proposed venue
Question 7: What other sustainability and/or carbon reduction	Question 8: Are you able to provide information on some of the

initiatives are in place for the proposed venue(s) and/or accommodation provider(s)?

Question 8: Are you able to provide information on some of the	ne
above for the purposes of communicating with delegates?	
Yes No	