

Our ways of working:

Positive Impact Events Event Management Delivery:

- Ensure room is set up to be as sustainable as possible by using checklists, templates and requesting measurements
- Organise the event using environmentally friendly ways of communication (email/website)
- Inform attendees of public transport routes
- Collect attendee travel mileage onsite or using the online registration system
- Recycle aluminium cans, paper, plastics, glass and plastic bottles
- Cut down on unnecessary packaging
- Use crockery
- Use sustainable procurement policy (see below)
- Use travel policy (see below)
- Link event to suitable community project
- Source an environmentally aware venue
- Take all steps to reduce the amount of waste, carbon emissions created by event

Positive Impact Events Staff:

- Work from a paperless office
- Trained on the subject of sustainability
- Trained on the subject of BS 8901
- Given time, support and resources to review sustainability trends, market pressures, public and political attitudes
- Encouraged to contribute recommendations for the sustainability policy
- Given time, money and facilities to participate in voluntary environmental/community activities outside and within working hours
- Recycle mobile phones and computer equipment
- Turn off computers, equipment and lights when not in use
- Only fill kettles for required amount
- Use organic and fair-trade tea and coffee
- Seek specific environmental advice from third parties
- Company director responsible for sustainability policy

Positive Impact Sustainability Policy:

- The sustainability policy is made available to all clients
- Clients are given the chance to adhere to a sustainability policy with no additional expense or event style change OR are given the opportunity to create a more sustainable event which may incur small changes in event style and/or cost to increase the sustainable nature of event.
- Open to creating links, partnerships and working groups with similar community/environmentally minded businesses Release a twice yearly electronic newsletter which often includes ideas, hints and tips on how to hold environmentally friendly events
- Commitment to the ethos that every working project will benefit the community or environment whether the client has this objective or not. For example with every project a small community project will be arranged.



Positive Impact Events Procurement:

- Researches supplier and requested sustainability policy.
- Aim to work with the most environmentally aware/community involved suppliers
- Ask all suppliers for their sustainability policy
- Use products made from sustainable sources which can be recycled Aim to source organic, fair-trade, local products
- Ask suppliers for mileage of products travelled
- Encourage suppliers to attend Positive Impact Education events
- Use online measurement tool EventSustainability.com
- Consider how all materials could be reduced/ reused/recycle
- Source caterers who use organic, local and fair trade produce wherever possible
- Always use tap water at events

Positive Impact Events Travel Policy:

- Promote public transport to events
- Will arrange attendee car pooling
- After taking steps to reduce travel mileage, Positive Impact Events will measure carbon emissions created from delegate, staff travel and energy use from event
- Aim to offset emissions with local schemes
- Will not take any internal UK flights Staff only travel by public transport
- Staff measure their daily travel mileage and mode of transport to calculate travel carbon emissions

Positive Impact Events Future Goals:

- To continue to work in a way that is BS8901 compliant and incorporate ISO20121 developments and changes
- To have an ethical financial policy
- To promote environmentally friendly/community involved suppliers to clients
- To report on sustainability including carbon footprinting

To view our sustainability policy visit www.positive-impact-events.com