GSTC MICE Criteria
for Event Organizers

with
Performance Indicators

Version 1.0
29 February 2024

Preamble

Demand for more sustainable travel options has been rising in recent years and continues to increase, from the business travel community, leisure travel, regulators, and the public in general. The MICE (Meetings, Incentive Travel, Conferences/Conventions, and Events/Exhibitions) industry has a significant impact on the environment and communities, as companies organize events and exhibitions for the promotion of the local region as well as the marketing of their products.

Further, as many buyers and travelers show concern over sustainable travel, higher levels of sustainability are increasingly viewed as imperative for many travel and meetings professionals,

The sustainability of MICE activities relates directly to the Sustainable Development Goals (SDGs) adopted by the UN General Assembly. All versions of GSTC Criteria map well to the SDGs. In addition to serving as good guidance for the internal operations of a business, requiring GSTC Criteria compliance by suppliers serves as an efficient filter in contracting to make products and services more compliant with SDG Goal 12 on Responsible Consumption and Production.

The GSTC MICE Criteria continue a proud heritage of the GSTC as the keeper of a highly inclusive, global process to develop and manage sustainable travel and tourism standards that are truly globally relevant. The MICE Criteria were developed with the same rigorous, methodical, and inclusive process as the GSTC Industry Criteria and the GSTC Destination Criteria, which cause them to be widely recognized and adopted as global standards by countless government bodies and businesses, regardless of political systems and cultural orientation. They are universal concepts developed without bias.

Some of the uses of the Criteria include the following:

- Help define sustainability in a holistic manner
- Raise awareness of the breadth and nature of sustainability
- Serve as the basis for certification for sustainability
- Serve as basic guidelines for MICE businesses to become more sustainable which includes guidance for identifying more sustainable suppliers and service providers
- Provide greater market access in the growing market for sustainable businesses, serving as guidance for the MICE businesses in choosing suppliers and partners
- Help consumers identify sound sustainable MICE businesses
- Serve as a common denominator for information media to recognize sustainable MICE businesses
- Offer both the public and private sectors a starting point for developing sustainable MICE business requirements
- Serve as basic guidelines for education and training on sustainable MICE by universities, hospitality schools, or associations
- Demonstrate leadership that inspires others to act

The GSTC MICE Criteria have been developed for the following sectors: Venues, Event Organizers, Events/Exhibitions.

The Criteria have been developed and revised using the Standard-Setting Code of the ISEAL Alliance as a guide, and by following the GSTC Standard-Setting Manual version 3.0. Learn more about the inclusive development process of the Criteria at www.gstc.org.

Criteria Application

The criteria set out in this document shall be applied to the greatest extent possible unless the criterion is not applicable to a specific situation and circumstances, and this is justified. Specific circumstances may include local (regional or national) regulations and environmental, social, economic, or cultural conditions of the region, among others. Limited resources may also prevent the comprehensive application of all criteria.

Further guidance on these criteria may be found in the supporting indicators and definitions set out in the publication.

Criteria Revision

The Criteria will be revised approximately every 5 years. Plans for revisions will be available on the GSTC Website. At present, the GSTC Criteria Team is the focal point for receiving communications regarding the Criteria. The history of the Criteria development is also available on the website. Please see here.

This document will be updated periodically as new information is developed. If you would like to suggest new indicators or other improvements, please send your suggestion to criteria@gstcouncil.org. Your suggestions will be taken into account during the next criteria revision process.

Performance Indicators

The performance indicators presented here are designed to provide guidance in measuring compliance with the GSTC MICE Criteria.

Definitions of Terms Used in the MICE Criteria

TERM	DEFINITION
Venue	A closed or open place, operated or owned by a person or institution, which is designated or has the ability to host events and exhibitions.
Event Organizer	An individual, team, business, or organization who organizes an event on behalf of an event owner or other clients. Job titles for event organizers vary greatly throughout the MICE industry and may include event planners, meeting planners, incentive planners, professional conference organizers, and others. They may or may not be the same entity as the event owner.
Event/Exhibition	A specific occasion for which people are convened for a limited duration (usually days or weeks) for a specific purpose. The Event/Exhibition is owned by a person, business, organization, committee, institution, or government entity, which is ultimately responsible for its management. This term encompasses all events in the MICE sector: meetings, incentives, conferences, and exhibitions.
Event owner **Relevant criterion:** **A1**	The entity that commissions the Event/Exhibition. The event owner can be a person, business, organization, committee, institution, or government entity and is ultimately responsible for its management.
Risk analysis **Relevant criterion:** **A2**	A process of identifying and analyzing circumstances that may pose a hazard to the health and safety of people on-site during events, the local environment, or the local community and economy.
Staff **Relevant criteria:** **A2, A5, B5, B6, B7, B8, B9, C1, D1.1, D1.2, D2.2, D2.4, D2.5**	Full-time, part-time, and temporary staff, including volunteers, employed or contracted by the venue and/or event organizer/owner.
Stakeholders of an Event / Exhibition **Relevant criteria:** **A2, A4, A6, B4, B6, C1, D1.1, D1.2, D3.2**	All individuals, groups, or entities that play a significant role in the execution of an Event/Exhibition or are affected by its planning, execution, and outcomes, including the event owner, event organizers, clients, sponsors, suppliers, exhibitors, and attendees.
Temporary structures **Relevant criteria:** **A3, A8, A9**	Any indoor or outdoor structures that are temporarily constructed for an event or exhibition, including tents, modular exhibits, exhibition booths, pop-up canopies, and pavilions.

Green buildings certification **Relevant criterion:** **A8**	Any green building certification standards administered by a member of the World Green Building Council or listed as one of the Green Building Standards and Certification Systems by the Whole Building Design Guide. *(https://worldgbc.org/sustainable-building-certifications/,* *https://www.wbdg.org/resources/green-building-standards-and-* *certification-systems)*
Sustainable suppliers and products **Relevant criterion:** **A9**	A supplier or product certified or verified by a credible third-party audited certification program that identifies suppliers or products with a reduced impact on the planet and humans based on factors such as practices, ingredients, methods of extraction, and production, or circular design. When certified suppliers and products are not available, sustainable suppliers and products are defined as those that have documented sustainable practices or methods of production.
Water risk **Relevant criterion:** **D1.2**	The probability and severity of an entity experiencing a deleterious water-related event, including water scarcity, water stress, water quality, seasonal variability, pollution, access to water, floods, droughts, and water-borne diseases. For the purposes of the GSTC MICE standards, water risk may be assessed using the Aqueduct tool of the World Resources Institute *(https://www.wri.org/aqueduct)*.
People with disabilities **Relevant criteria:** **A2, A5, B5, B6, B7, B8**	Those who have physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others. Source: Convention on the Rights of Persons with Disabilities, art. 1 *(https://www.un.org/development/desa/disabilities/convention-on-the-rights-of-persons-with-disabilities/convention-on-the-rights-of-persons-with-disabilities-2.html)*
Scope 1 GHG emissions **Relevant criterion:** **D2.1**	Greenhouse gas emissions occurring from sources that are owned or controlled by the organization, for example, emissions from combustion in owned or controlled boilers, furnaces, vehicles, etc., emissions from chemical production in owned or controlled process equipment. *Source: GHG Protocol Corporate Standard* *(https://ghgprotocol.org/corporate-standard)*
Scope 2 GHG emissions **Relevant criterion:** **D2.1**	Greenhouse gas emissions from the generation of acquired and consumed electricity, steam, heat, or cooling.

	Source: GHG Protocol Scope 2 Guidance (https://ghgprotocol.org/scope-2-guidance)
Scope 3 GHG emissions **Relevant criterion:** **D2.1**	All indirect emissions (not included in scope 2) that occur in the value chain of the reporting company, including both upstream and downstream emissions, for example, the production of purchased products, transportation of purchased products, or use of sold products. *Source: GHG Protocol Scope 3 Standard (https://ghgprotocol.org/corporate-value-chain-scope-3-standard)*
Harmful substances **Relevant criterion:** **D2.5**	Chemical substances that could pose a threat to the environment and/or human health.
Local products (including food) **Relevant criteria: A8, A9**	Products that are defined as local according to relevant authorities in the event destination, such as local governments or associations focused on promoting local procurement. If no definition exists in the event destination, define local products as those produced within a radius of 50 km (31 miles) to 400 km (250 miles) from the business operation, depending on the geographical characteristics and business rationale.
Local suppliers **Relevant criterion: A9**	Suppliers that are defined as local according to relevant authorities in the event destination, such as local governments or associations focused on promoting local businesses. If no definition exists in the event destination, define local suppliers as those whose operations are conducted within a radius of 50 km (31 miles) to 400 km (250 miles) from the venue/event operation, depending on the geographical characteristics and business rationale. If no relevant local suppliers exist within the radius, define local suppliers as those that provide significant local employment.
Local employment **Relevant criterion: B2**	Staff whose primary residence is in the host country and in the city or region of the Event/Exhibition or the venue.
Local culture **Relevant criteria: A1, B1, C3**	One or more cultures that are significantly represented in the city or region of the event location. May include dominant, Indigenous, and minority cultures.

Local community & livelihoods **Relevant criteria: A1, A2, A4, B1, B4, B5**	The collection of people living in the immediate area of an Event/Exhibition or venue and these people's means of securing the basic necessities of life. These people may be affected socially, economically, or environmentally by the venues or the Event/Exhibition's presence or operation.
Local water sources **Relevant criterion: D1.2**	Water sources that are important for the health of the population and environment in the city or region of the event destination.
Locally recyclable **Relevant criterion: A9**	Accepted for recycling or composting by a facility in the city or region of the event destination.

GSTC MICE CRITERIA

Criteria	Indicators	SDGs
SECTION A: Demonstrate effective sustainable management		
A1. Sustainability policy and plan The event organizer has a sustainability policy and plan that applies to all events they organize. A person or group is responsible for implementing the policy and plan and reviewing it periodically. The policy and plan drive continuous improvement.	1. The event organizer has a sustainability policy and a multi-year sustainability. 2. The policy and plan are being actively implemented. A person or group is responsible for implementing and monitoring the policy and plan. 3. The policy and plan address the environment; the local community, economy, and culture; human rights; and health and safety. 4. The policy and plan include measurable goals. 5. The policy and plan include a process for monitoring continuous improvement in sustainability performance. 6. The policy is reviewed at least every three years, and the plan is reviewed annually. 7. The sustainability policy is approved by a senior leader of the event organizer.	12 RESPONSIBLE CONSUMPTION AND PRODUCTION
A2. Risk management The event organizer manages risks and has contingency plans for unexpected situations during the event.	1. The event organizer conducts a documented analysis of risks that may affect the health and safety of people on-site during events. 2. The event organizer conducts a documented analysis of risks that its events may pose to the environment and the local communities and economies in the event destination. The event organizer consults local stakeholders during the analysis. 3. The event organizer has a plan to prevent and mitigate identified risks during events. 4. A person or group is responsible for conducting risk analyses, implementing prevention and mitigation plans, and communicating the plan to the relevant staff and stakeholders. 5. The event organizer has an emergency and/or crisis management plan, including staff roles and consideration of people with disabilities. A person or group is responsible for maintaining and communicating the plan and facilitating its implementation when needed. 6. All plans for preventing and mitigating risks or responding to emergencies include steps for collaborating with local authorities and stakeholders if a risk or crisis escalates beyond the event venue.	12 RESPONSIBLE CONSUMPTION AND PRODUCTION

A3. Legal compliance The event organizer is in compliance with all applicable local and national laws and regulations.	1. The event organizer is in compliance with all applicable local and national laws and regulations in all countries of operation, including, among others, health, safety, labor, and environmental aspects. 2. The event organizer possesses up-to-date versions of all necessary official documents, such as permits, licenses, and certificates. 3. The event organizer ensures that all temporary structures constituting the event venues or serving as event organizer offices comply with zoning requirements and laws related to protected and sensitive areas and heritage considerations.	16 PEACE, JUSTICE AND STRONG INSTITUTIONS
A4. Reporting and communication The event organizer communicates its sustainability policy, actions, and performance to stakeholders, including the local community, and seeks to engage their support.	1. The event organizer makes its sustainability policy available to stakeholders and the local community. 2. The event organizer publishes an annual sustainability performance report online, shares it with all stakeholders and makes the report available in an offline format upon request. 3. All communications produced or commissioned by the event organizer, including promotions and marketing, are accurate with regard to sustainability claims. Event communications do not prematurely claim sustainability results. Communications may describe sustainability policies and plans and may refer to past performance, but results are only published once all steps have been taken to execute and measure the implementation. 4. Sustainability actions and policies relevant to attendees are visible during the event via methods that adhere to sustainable best practices for displays and communications (see A9.8).	17 PARTNERSHIPS FOR THE GOALS 12 RESPONSIBLE CONSUMPTION AND PRODUCTION
A5. Staff engagement Staff are engaged with the development and implementation of the sustainability policy and plan. Staff receive guidance and training regarding their roles and responsibilities in their delivery.	1. Staff are included in the development and engaged with the implementation of the sustainability policy and plan. 2. Staff and volunteers receive guidance and training regarding their roles and responsibilities with respect to sustainability policies, plans, and practices. Records of training or guidance are available. 3. Staff training and guidance materials are available for reference, including in multiple languages and formats accessible to people with disabilities as needed, to train all relevant staff. 4. The event organizer seeks feedback from staff on the sustainability policy, plan, and practices. This feedback is taken into consideration for continuous improvement. 5. Staff have the option to submit feedback anonymously and are protected from retaliation.	4 QUALITY EDUCATION 17 PARTNERSHIPS FOR THE GOALS

A6. Stakeholder collaboration Stakeholder feedback, including aspects of sustainability, is monitored and corrective action is taken.	1. Stakeholder feedback, including aspects of sustainability, is monitored, analyzed, and used for continuous improvement. 2. The event organizer communicates ways that stakeholders and attendees can support or submit feedback about the sustainability policy, plan and implementation. 3. The event organizer takes corrective action where appropriate, documents it, and consults the affected stakeholders for feedback.	
A7. Destination sustainability The event organizer actively considers sustainability factors when selecting event destinations. The event organizer aligns its activities to the destination's sustainable tourism plans and goals and contributes to their development.	1. The event organizer is aware of the sustainability plans and goals of the DMO (Destination Management Organization) or an equivalent body in the event destination or the country. 2. The event organizer has a documented process for evaluating sustainability characteristics of event destinations during site selection, such as certification, proximity to the attendees, or proven records of sustainability practices. 3. The event organizer is involved with sustainable tourism planning and management in the country where it is based, where such opportunities exist.	
A8. Sustainable practices and materials in buildings and infrastructure The event organizer uses local and sustainable practices and materials.	1. The event organizer uses local materials, practices, and crafts in buildings, temporary structures, and designs where practical and appropriate. 2. For any temporary structures, the event organizer chooses materials that are rented or can otherwise be diverted from landfills and incinerators according to its solid waste management plan (see D2.4).	
A9. Purchasing and contracting The event organizer's purchasing policies favor sustainable, local, and fair-trade suppliers and products. Purchasing procedures are managed to minimize impact on the environment.	1. The event organizer has a written sustainable purchasing policy that prefers sustainable, local and/or fair-trade suppliers and products when available. 2. The sustainable purchasing policy includes event displays and decorations, food & beverage, building materials, temporary structures, promotional items, and consumables purchased directly by the event organizer. 3. The event organizer's sustainable purchasing policy prefers reusable or rented goods over consumable or disposable goods when available. 4. The event organizer's sustainable purchasing policy favors recyclable or recycled-content products when the purchase of consumable or disposable goods is unavoidable. 5. The sustainable purchasing policy is being actively implemented.	

	6. Contracts with suppliers include environmental sustainability requirements relevant to each supplier, including a target percentage of sustainability-certified products as applicable. 7. The event organizer provides exhibitors with guidance about sustainable procurement, especially of booths and displays. 8. Signs, banners, and other on-site displays and communications posted by the event organizer are displayed electronically, saved for future reuse, or printed on locally recyclable materials.	

Criteria	Indicators	SDGs
SECTION B: Maximize social and economic benefits and minimize negative impacts		
B1. Community support The event organizer supports the local community.	1. The event organizer supports the local community financially or in-kind in the location where it is based or in the location where the majority of its events occur in areas of need identified by the local community. Examples of support include contributions to projects led by local partners relating to the local environment, culture, education, training, health, or sanitation. 2. The level and nature of contributions made to schemes in the local community are recorded. 3. The event organizer monitors the local cultural climate and takes it into consideration when planning the event program to avoid culturally insensitive events or performances.	3 GOOD HEALTH AND WELL-BEING 4 QUALITY EDUCATION 9 INDUSTRY, INNOVATION AND INFRASTRUCTURE
B2. Local employment Local residents are given opportunities for employment.	1. The event organizer has a policy to prefer local residents from the event destination temporary positions for all events. 2. The policy is being actively implemented. 3. The event organizer monitors the number and proportion of employment it provides for local residents.	8 DECENT WORK AND ECONOMIC GROWTH 10 REDUCED INEQUALITIES
B3. Community services The activities of the event organizer do not jeopardize the provision of basic services. A feedback mechanism is in place for communities in the event destination, and any reduction in the availability of basic services caused by the event organizer is addressed.	1. The event organizer collaborates with the event destination to determine the scale of the event, with consideration of the local infrastructure and environment. 2. The activities of the event organizer do not jeopardize the provision of basic food and water, energy, health, and sanitation services to neighboring communities in the event destination. 3. A communication mechanism is in place for local communities to report any reductions in the availability of basic food and water, energy, health, and sanitation services in the areas of event operations. 4. The event organizer takes corrective action where appropriate, documents it, and consults the affected stakeholders for feedback.	6 CLEAN WATER AND SANITATION 11 SUSTAINABLE CITIES AND COMMUNITIES 12 RESPONSIBLE CONSUMPTION AND PRODUCTION

| B4. Local livelihoods

The activities of the event organizer do not restrict local access to livelihoods. A communication mechanism is in place for local communities to report instances of restricted access, and corrective action is taken where appropriate. | 1. The activities of the event organizer do not restrict local access to livelihoods, including land and aquatic resource use.
2. The activities of the event organizer do not restrict access to rights-of-way and transport.
3. The activities of the event organizer do not restrict access to local residences.
4. A communication mechanism is in place for local communities to report any instance of restricted access to transport, local residences, and local livelihoods in the areas of events operations.
5. The event organizer takes corrective action where appropriate, documents it, and consults the affected stakeholders for feedback. | SUSTAINABLE CITIES AND COMMUNITIES (11); RESPONSIBLE CONSUMPTION AND PRODUCTION (12) |
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| B5. Code of conduct

The event organizer has a code of conduct to guide the behavior of staff, suppliers, exhibitors, and attendees. | 1. The code of conduct reflects the event organizer's policies regarding exploitation, harassment, and human trafficking (see B6).
2. The code of conduct encourages respectful treatment toward all people regardless of race, religion, sex, gender identity, sexual orientation, parental status, national origin, age, disability, or political affiliation.
3. The code of conduct includes guidelines for interactions with children, including guidance on appropriate physical contact. In particular, taking photos or videos of children, giving gifts to children, and accepting gifts from children is discouraged without the permission of the child and child's parent or legal guardian.
4. The code of conduct includes guidelines for interactions with vulnerable and marginalized groups, including people with disabilities. In particular, taking photos or videos of adults in the local community is discouraged without the subject's permission.
5. The event organizer communicates the code of conduct to staff, suppliers, exhibitors, and attendees.
6. The event organizer provides staff guidance and training about the code of conduct. Records or evidence of training or guidance are available. | QUALITY EDUCATION (4); GENDER EQUALITY (5); REDUCED INEQUALITIES (10); PEACE, JUSTICE AND STRONG INSTITUTIONS (16) |
| B6. Exploitation, harassment, and human trafficking

The event organizer has implemented a policy against sexual or any other form of exploitation, harassment, and human trafficking, including forced labor, particularly for children, adolescents, women, Indigenous people, minorities, people with disabilities, and other vulnerable groups. | 1. The event organizer has a written policy against sexual or any other form of exploitation, harassment, human trafficking, including forced labor.
2. The policy includes procedures for monitoring event activities for exploitation, harassment, and human trafficking, including forced labor, as well as procedures for reporting and responding to incidents.
3. The policy covers children, adolescents, women, and other vulnerable groups such as minorities, Indigenous people, people with disabilities, etc.
4. The policy is communicated internally and to the stakeholders.
5. The policy is being actively implemented.
6. The event organizer is engaged with initiatives and efforts against exploitation, harassment, and human trafficking, including forced labor.
7. Supplier contracts include a zero-tolerance clause for exploitation, harassment, human trafficking including forced labor. | GENDER EQUALITY (5); REDUCED INEQUALITIES (10); PEACE, JUSTICE AND STRONG INSTITUTIONS (16) |

	8. The event organizer provides staff with guidance and training relevant to their roles in recognizing and reporting incidents of exploitation or harassment. Records or evidence of training or guidance is available.	
B7. Access for all The event organizer provides access and information for people with disabilities, pregnant and nursing mothers, people with allergies, and the elderly.	1. The event organizer incorporates access for people with disabilities, pregnant and nursing mothers, people with allergies, and the elderly into the event design. 2. Upon request, the event organizer collaborates with the venue to provide additional accessibility services or equipment when feasible. 3. The event organizer shares information with attendees prior to the event in accessible formats, about accessibility and how to request accessibility services. 4. The event organizer seeks feedback from staff and attendees about accessibility and inclusion practices. This feedback is used for continuous improvement. 5. The event organizer provides staff with guidance and training regarding their roles and responsibilities related to accessibility and inclusion. Records of training or guidance are available.	9 INDUSTRY, INNOVATION AND INFRASTRUCTURE 10 REDUCED INEQUALITIES
B8. Employment inclusion and equality The event organizer promotes inclusion and equal opportunities, including in management positions, without discrimination.	1. The event organizer has been trained in recognizing bias and discrimination and has identified groups at risk of discrimination in the location where it is based and in the location where the majority of its events occur, including women, local minorities, Indigenous people, and people with disabilities. 2. The event organizer offers employment and advancement opportunities, including in management positions, without discrimination on the basis of race, religion, sex, gender identity, sexual orientation, parental status, national origin, age, disability, political affiliation, or other non-merit-based factors.	8 DECENT WORK AND ECONOMIC GROWTH 10 REDUCED INEQUALITIES
B9. Decent work Labor rights are respected, a safe and secure working environment is provided, and staff are compensated appropriately. Staff are offered appropriate training.	1. The event organizer complies with International Labor Organization (ILO) standards and regulations. 2. The event organizer provides a safe and secure working environment for all staff. 3. Water, sanitation, first aid access, and hygiene facilities are provided for all on-site staff and volunteers. 4. The event organizer pays staff no less than the legal minimum wage in the event destination. If there is no local minimum wage, the event organizer pays staff a wage that is comparable to local wages for similar work. 5. The event organizer provides full-time staff with health insurance (if healthcare is not provided universally in the employee's country) and participates in the national social security program, if available. The event organizer has a program to cover costs for staff for job-related injuries and illnesses. 6. The event organizer monitors staff job satisfaction. 7. The event organizer offers staff training appropriate to their roles and relevant advancement opportunities.	1 NO POVERTY 4 QUALITY EDUCATION 8 DECENT WORK AND ECONOMIC GROWTH

Criteria	Indicators	SDGs

SECTION C: Maximize benefits to cultural heritage and minimize negative impacts

Criteria	Indicators	SDGs
C1. Cultural interactions The event organizer consults with local communities and Indigenous groups regarding visits to cultural sites. A communication mechanism is in place for local communities to report adverse impacts from visitors, and corrective action is taken where appropriate**.**	1. The event organizer consults with Indigenous groups to determine appropriate behavior and recognition prior to any visits to Indigenous communities or sites of cultural or historical significance to Indigenous groups. 2. The event organizer follows local regulations and guidance from impacted local communities regarding any visits to culturally or historically sensitive sites. 3. The event organizer does not include visits to orphanages or residential care facilities as part of the event program. 4. The event organizer provides staff that are not local to the event destination with guidance about appropriate behavior in light of local customs, traditions, and etiquette. 5. A communication mechanism is in place for local communities and Indigenous people to report adverse impacts from visitors. 6. The event organizer takes corrective action where appropriate, documents it, and consults the affected stakeholders for feedback.	4 QUALITY EDUCATION 11 SUSTAINABLE CITIES AND COMMUNITIES 12 RESPONSIBLE CONSUMPTION AND PRODUCTION
C2. Protecting cultural heritage The event organizer supports the protection, preservation, and enhancement of local properties, sites, artifacts, and traditions of historical, archaeological, cultural, and spiritual significance and does not impede access to them by local residents.	1. The event organizer provides financial or in-kind support for the protection, preservation, and enhancement of local properties, sites, and traditions of historical, archaeological, cultural, and spiritual significance in the location where it is based or in the location where the majority of its events occur. 2. The event organizer does not fully restrict local residents' access to properties, sites, and traditions of historical, archaeological, cultural, and spiritual significance during the hours when they are regularly accessible by the public. 3. The event organizer takes necessary actions to prevent damage to or theft of any historical and archaeological artifacts on display during events.	11 SUSTAINABLE CITIES AND COMMUNITIES
C3. Presenting culture and heritage The event organizer incorporates authentic elements of traditional and contemporary local culture. The event organizer consults with local and Indigenous groups as applicable about its presentations of culture and respects intellectual property rights.	1. The event organizer incorporates authentic elements of traditional and/or contemporary local culture in its venue selection, operations, design, decoration, cuisine, or shops during events. 2. The event organizer respects intellectual property rights, including those of local and Indigenous communities. 3. The event organizer consults with local and Indigenous communities as applicable about the presentation of local cultural heritage.	11 SUSTAINABLE CITIES AND COMMUNITIES 12 RESPONSIBLE CONSUMPTION AND PRODUCTION

Criteria	Indicators	SDGs
SECTION D: Maximize benefits to the environment and minimize negative impacts		
D1 Conserving resources		
D1.1. Energy conservation Energy consumption is measured by type, and steps are taken to minimize overall consumption. The event organizer makes efforts to increase its use of renewable energy.	1. The event organizer has a written energy conservation/efficiency policy. 2. The event organizer measures the energy used in its office and event operations and the energy use over which it has direct influence or control. Energy is measured by type, such as gas, electricity, transportation fuel, etc. Data may be measured directly by the event organizer or collected from relevant stakeholders. 3. The event organizer uses renewable energy sources when available for office operations and during events. 4. The event organizer takes steps to minimize the overall consumption of energy at its office and during events. For example, the event organizer may use energy-efficient lighting, heating, and cooling equipment and/or turn off equipment and vehicles that are not in use. 5. The event organizer has specific annual reduction targets for energy consumption for its events (calculated as total consumption divided by the number of attendees) and for its office operations. 6. The event organizer provides guidance to suppliers, exhibitors, attendees, and staff on minimizing energy use.	7 AFFORDABLE AND CLEAN ENERGY
D1.2. Water conservation Water consumption is measured, and steps are taken to minimize overall consumption. Water sourcing is sustainable and does not adversely affect the environment.	1. The event organizer has a written water conservation policy. 2. The event organizer measures the water used in its office and requests its water consumption data for its events from the venues and other suppliers with significant water usage. 3. The event organizer takes steps to minimize overall water consumption. 4. The event organizer has annual reduction targets for water consumption for its office operations and for its events (calculated as total consumption divided by the number of attendees). 5. The event organizer provides guidance to suppliers, exhibitors, attendees, and staff on minimizing water use.	6 CLEAN WATER AND SANITATION

SECTION D: Maximize benefits to the environment and minimize negative impacts

D2 Reducing pollution

D2.1. Greenhouse gas emissions The event organizer measures its greenhouse gas emissions, has specific reduction targets, and has a plan to avoid and reduce emissions. The remaining emissions are offset.	1. The event organizer measures greenhouse gas emissions in Scope 1, Scope 2, and areas of significant influence in Scope 3 for its office and event operations. 2. The event organizer has specific greenhouse gas emissions reduction targets for its office and event operations aligned with recent Intergovernmental Panel on Climate Change (IPCC) guidance. 3. The event organizer has a written plan to avoid and reduce greenhouse gas emissions from its operations and areas of influence. For example, the event organizer may offer virtual attendance options or reduce the amount of meat served. 4. The plan is being actively implemented. 5. The event organizer encourages and collaborates with suppliers to avoid and reduce significant greenhouse gas emissions. 6. The event organizer offsets some or all of its greenhouse gas emissions that remain after avoidance and reduction efforts. 7. The event organizer has a policy to prefer offsets that remove carbon rather than offsets that avoid emissions and to select carbon offsets that are additional, permanent, and verified by a credible organization.	13 CLIMATE ACTION
D2.2. Transport The event organizer seeks to reduce transportation requirements and actively encourages the use of cleaner and more resource-efficient alternatives.	1. The event organizer has a written policy to minimize transport requirements and prefers the cleanest and most resource-efficient transport methods available. 2. The event organizer actively encourages event staff to use the cleanest and most resource-efficient transport alternatives available, including public mass transit, for commuting and event operations. 3. The event organizer actively encourages exhibitors, attendees, and suppliers to use the cleanest and most resource-efficient transport and freight alternatives available and practical, including public mass transit. 4. The event organizer implements strategies for minimizing the use of single-occupancy vehicles by attendees, including transfers between the destination's primary arrival points and the event venue.	11 SUSTAINABLE CITIES AND COMMUNITIES 13 CLIMATE ACTION

D2.3. Wastewater Wastewater has no adverse effects on the local population and the environment.	1. The event organizer requests information from the venue or local officials about wastewater treatment arrangements at its event venues. The event organizer has documentation of the treatment arrangements for wastewater generated by its office locations. 2. For events where wastewater disposal is not provided by the venue, wastewater resulting from the event is disposed of to a municipal or government-approved treatment system, if available. 3. For events where wastewater disposal is not provided by the venue, and if suitable municipal wastewater treatment is not available, the event organizer works with local authorities to ensure that wastewater has no adverse impacts on people and the environment.	3 GOOD HEALTH AND WELL-BEING 6 CLEAN WATER AND SANITATION
D2.4. Solid waste The event organizer measures waste from its office operations and events and has mechanisms in place to reduce waste and reuse, donate, or recycle materials. Any residual waste disposal has no adverse effect on the local population or environment.	1. The event organizer measures solid waste from its office operations and events by relevant waste types, such as food waste, recyclables, waste to landfill, and waste to incinerator, as applicable. 2. The event organizer has goals in place to reduce annual overall solid waste from its events (calculated as total waste divided by number of attendees) and its office operations. 3. The event organizer has an active solid waste management plan. The plan includes actions to reduce overall waste as well as reuse, donate, or recycle materials. The plan addresses food waste and construction materials where applicable. 4. The event organizer has a program in place to collect and divert waste at its events from landfills and incinerators (including waste-to-energy facilities) and collaborates with the venue as needed to implement it. 5. The events planned by the event organizer have a waste diversion rate equal to or greater than the national or municipal average recycling rate of the event location, whichever is greater, if available. 6. The event organizer has measures in place to prevent event waste from entering the local environment. 7. The event organizer has a recycling program for batteries and electronic waste, such as computers, peripherals, printer cartridges, and appliances. Electronics that are still usable are reused or donated rather than recycled. 8. The event organizer gives guidance on minimizing waste to exhibitors, suppliers, attendees, and staff.	2 ZERO HUNGER 12 RESPONSIBLE CONSUMPTION AND PRODUCTION

D2.5. Harmful substances The event organizer minimizes the use of harmful substances and substitutes when available with innocuous products or processes. All storage, use, handling, and disposal of chemicals are properly managed.	1. The event organizer keeps an inventory and safety data sheets (SDS) for all harmful substances used in its office operations, including pesticides, paints, disinfectants, and cleaning materials. 2. The event organizer requests safety data sheets (SDS) for any harmful substances brought on-site by exhibitors. 3. For events, the event organizer requests from the venue safety data sheets (SDS) for all harmful substances used by the venue, including pesticides, paints, disinfectants, and cleaning materials. 4. The event organizer substitutes the use of harmful substances in its office operations with environmentally certified alternatives when available. 5. For events, the event organizer requests that the venue and exhibitors substitute the use of harmful substances with environmentally certified alternatives when available. 6. The event organizer stores, handles, and disposes of chemicals in its office operations in accordance with appropriate standards and applicable regulations. 7. The event organizer posts relevant safety warnings about harmful substances for attendees and staff.	**3 GOOD HEALTH AND WELL-BEING** **12 RESPONSIBLE CONSUMPTION AND PRODUCTION**
D2.6. Minimize pollution The event organizer implements practices to minimize pollution from noise, light, runoff, erosion, ozone-depleting substances, and air, water, and soil contaminants.	1. The event organizer reviews and identifies potential sources of pollution from its activities during events, including noise, light, runoff, erosion, ozone-depleting substances, and air, water, and soil contaminants. 2. The event organizer takes action to minimize and, where possible, eliminate pollution during events from noise, light, and other sources listed in the criterion as applicable, collaborating with the venue as needed.	**3 GOOD HEALTH AND WELL-BEING** **12 RESPONSIBLE CONSUMPTION AND PRODUCTION**

SECTION D: Maximize benefits to the environment and minimize negative impacts

D3 Conserving biodiversity, ecosystems, and landscapes

D3.1. Biodiversity conservation The event organizer supports biodiversity conservation and minimizes disturbances to natural ecosystems.	1. The event organizer works with local conservation bodies to identify natural protected areas, areas of high biodiversity value, and wildlife and habitats in the event locations that its operations may impact. 2. The event organizer has a written plan to avoid and mitigate activities with the potential to disturb the areas identified above. 3. The event organizer provides and records monetary or in-kind support for biodiversity conservation in the region where it is based or in event destinations. 4. The event organizer funds the rehabilitation of natural ecosystems that are disturbed or damaged by its office operations and its event activities.	14 LIFE BELOW WATER 15 LIFE ON LAND
D3.2. Invasive species The event organizer takes measures to avoid the introduction of invasive species.	1. The event organizer provides guidelines to relevant stakeholders to avoid the introduction of invasive species. 2. When using live plants for landscaping and decoration, the event organizer procures native or endemic plants and avoids invasive species.	14 LIFE BELOW WATER 15 LIFE ON LAND
D3.3. Natural sites and wildlife interactions The event organizer manages visits to natural sites, wildlife interactions, and procurement from the wild in order to minimize adverse impacts.	1. When organizing visits to natural sites or wildlife interactions as part of the event, the event organizer complies with guidelines from local conservation bodies or relevant local authorities to minimize adverse impacts on the environment and wildlife, if applicable. 2. For any visits to natural sites or wildlife interactions that are part of the event, the event organizer provides attendees with guidelines from local conservation bodies or relevant local authorities to minimize adverse impacts to the environment and wildlife, if applicable. 3. If working with suppliers for wildlife viewing or interactions in the event destination, the event organizer conducts due diligence to ensure suppliers are in compliance with local and national regulations and guidelines concerning wildlife. 4. The event organizer conducts due diligence to ensure suppliers and exhibitors that provide or exhibit wildlife or products from the wild are in compliance with local and national regulations concerning wildlife harvesting and trade.	14 LIFE BELOW WATER 15 LIFE ON LAND

	5. The event organizer informs attendees about regulations concerning wildlife harvesting, consumption, and trade and the need to avoid buying illegal products/souvenirs derived from threatened species of wildlife notified by the International Union for Conservation of Nature (IUCN) or the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES).	
D3.4. Animal welfare The event organizer supports the welfare of any animals at its events or offices.	1. If any wild or domestic animals are present at the event, their housing, care, and handling comply with local and national regulations regarding animal welfare in the event destination. Personnel responsible for animal care regularly inspect the conditions of animals and their housing. 2. Personnel responsible for animal care have appropriate qualifications and experience and are fully licensed, if applicable. 3. The event organizer does not participate in the acquisition, breeding, or captivity of wild animals except by authorized and suitably equipped persons in compliance with local and international law. 4. The event organizer does not contract with suppliers or exhibitors that capture animals from the wild for the purposes of entertainment, display, or sale. 5. If working with suppliers to provide or care for on-site animals, the event organizer conducts due diligence to ensure suppliers are in compliance with local and national regulations concerning animal welfare and captive wildlife, if applicable.	14 LIFE BELOW WATER 15 LIFE ON LAND