

Ethical Governance in the 21st Century

Sustainability Guidance for Conferences
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Quick Introduction

This paper is to serve as very informal guidance for the Conference of Ethical Governance in the 21st Century, hosted by the Students of Ethical Governance. This guidance document is based on reviews of current literature and advisory websites. Information chosen for this report are based on feasibility and efficiency. This list is far from exhaustive and is not meant to act as endorsement or as superior to existing guidance documents. Information is broken into different field and portrayed in tables, with the suggestion, reason, and any supplementary notes or questions that influence that specific recommendation.

Thank you for the opportunity to assist and keeping environmental impacts in mind during conference development. Please feel free to follow up with questions, concerns, or clarification.

Summary

Given the constraints of resources, the most effective sphere for sustainability efforts is with food and dining. Overall, food items lower on the food chain, vegan and vegetarian, generally have less environmental consequences than meat, seafood, and dairy. If seafood is a must, then choose seafood that is sustainably harvested, local, and considered a “best choice” under Monterey Aquarium’s [Seafood Watch](#). A potential partner is [Real Good Fish](#), formally named Local Catch Monterey Bay, a community supported fishery that focuses on the previously listed recommendations for sustainable seafood.

The Monterey Regional Waste Management District (MRWMD) can be a great resource. MRWMD offers a compost program for food waste and dining equipment that can be dropped off or picked up at one of their locations:

“The MRWMD food scrap compost program accepts clean loads of food material as well as compostable packaging (cups, plates, cutlery, bags) that has received the ASTM D6400, D6868 and/or Biodegradable Products Institute (BPI) certification as ‘compostable’” ([MRWMD](#), 2014).

In addition, MRWA can provide extra recycling receptacles. This is important since making recycling easier, not only improves the likelihood people will recycle, but can decrease the cleaning burden on MIIS staff and volunteers, in theory. A [request form](#) must be submitted and approved for both recycling and composting offers.

Additional areas for opportunity include the use of sharing brochures and other documents electronically in lieu of printing paper. Online registration is also useful. Leveraging existing resources, such as MIIS' DLC, can potentially assist with burdens of creating electronic files and means for sharing.

Conference Recommendations

As a reminder, the subsequent information is to highlight areas of opportunity for decreasing environmental impact caused by the Conference. While this list is not exhaustive, it was narrowed with feasibility and constraints in mind.

Registration

Suggestion	Reason	Supplemental Notes
Utilize electronic registration instead of paper forms.	Reduces paper waste.	Potential to use MIIS website? Will DLC assist?
Using reusable lanyards &/or badges in lieu of sticker nametags.	Reduces waste	Does the Alumni Office carry lanyards or can order?
Re-using badges with recycled paper or other creative means	Reduce waste	

Food & Dining

Suggestion	Reason	Supplemental Notes
Request organic, locally produced food and beverages	In theory, cuts transportation emissions and application of synthetic fertilizers and other chemicals.	Find catering company that will
Select food items lower on the food chain (i.e. less meat & dairy). For seafood items, ensure sustainable harvesting.	Reduces carbon footprint and pressure on resources.	Potential contact- Real Good Fish , for local and sustainable seafood harvesting.
Use reusable plates, cups, napkins, and eating utensils. OR Use BPI compostable materials	Reduces waste.	Will catering provide reusable items? Compostable items can be given to MCWMD .
Ensure recycling bins are easily found and clearly marked.	Facilitates recyclable items are not thrown in trash.	MIIS recycling bins. MCWMD can provide bins and pick up (upon request and

		approval).
Set up compost for food waste.	Keeps compostable items from entering landfills.	MCWMD can accept compost, provide bins, & collect with request form prior to event (& approved)
Donate excess food to shelter.	Reduces waste.	Need to call in advance
Donate food waste to animal shelter.	Reduces waste.	Need to call in advance

Accommodation

Suggestion	Reason	Supplemental Notes
Negotiate for hotels in walking distance to venue.	Cuts emissions and parking hassle.	
Choose hotels that participate in linen reuse programs.	Cuts emissions and water waste.	Share with out of town members efforts to make conference more sustainable.

Procurement

Suggestion	Reason	Supplemental Notes
Create electronic brochures and pamphlets as an alternative to paper; documents should be compatible with pads, phones, and so on. Email in advance. Provide sample papers on CDs or via Dropbox/Google Docs.	Reduces paper waste, toner waste, and energy.	
For printing, choose: Forest Stewardship Council (FSC) certified paper; or paper created without chlorine and made from 100 percent post-consumer recycled content.	Recycled paper results in 80% fewer CO2 emissions, per ton.	MIIS may already be purchasing.
Use printers and other equipment that are Energy Star Certified.	Reduces energy use.	

Resources

CVent, Inc. (2015). "Green meetings made easy." Retrieved February 24, 2015, from <http://www.cvent.com/en/event-management-software/green-meetings-made-easy.shtml>

David Suzuki Foundation. (2015). "How to Host a Sustainable, Carbon Neutral Conference or other Event." Retrieved February 24, 2015, from <http://www.davidsuzuki.org/what-you-can-do/reduce-your-carbon-footprint/how-to-host-a-sustainable-carbon-neutral-conference-or-other-event/>

Green Meeting Guide. (2015). "Green energy in the workplace." Retrieved February 24, 2015, from <http://www.greenmeetingguide.com/>

Louisiana Department of Environmental Quality. (2014). "How to run a 'green' conference or meeting." Retrieved February 24, 2015, from <http://www.deq.louisiana.gov/portal/PROGRAMS/Recycling/AtWork/RunaGreenConference.aspx>

The National Conference Center. (2015). "Green meeting at The National Conference Center." Retrieved February 24, 2015, from <http://www.conferencecenter.com/Green-Meetings>

