

Guidelines for Sustainable Events at the Annual Meeting

DAVOS - KLOSTERS
22 - 26 MAY

The World Economic Forum is committed to integrating sustainability best practices into the core of its event operations. As part of this, it obtained the ISO 21021 certification for sustainable event management in 2018 and aims to renew this certification during the Annual Meeting 2022. This checklist contains recommended sustainability standards for other organizations planning to host exclusive events during the Annual Meeting 2022. To be effective, the elements on this checklist must be integrated from the start of the process and shared with team members and suppliers working on the project.¹

Design of temporary structures and spaces

- Ensure temporary heating facilities comply with the local regulations
- Maximize natural light in structure design and choose efficient lighting systems (LED lighting units)
- Rent interior design and decoration to avoid single-use elements, particularly carpet tiles, furniture, etc.
- Limit the use of plastic banners, backdrops and signage or source them in Forest Stewardship Council (FSC)-certified paper or cardboard
- Call on your suppliers to reduce their use of single-use packaging, suggest alternatives (e.g. use blankets instead of plastic bubble wrap) and, where single-use packaging is necessary, ask them to dispose of and recycle it themselves
- Plan for the separate collection of any leftover materials during dismantling and ensure their recycling or organize their donation (see <https://recycling-map.ch/en/collected-items/>)

Event materials

- Avoid the distribution of single-use goodies
- Limit printed handouts and print exclusively on FSC-certified paper
- During the event, organize the separate collection and disposal of all recyclable materials
- Limit the number of emails sent to participants before and after the event

1. If you are working with event logistics supplier PublicisLive, note that it is ISO 20121 certified and endorses all points outlined in the checklist.

Catering²

- Install local water dispensers (fresh mountain water from the tap) and choose local over imported beverages (mountain herbal infusions, local wines, etc.)
- Avoid single-use beverage packaging (i.e. PET, cans)
- Choose local and seasonal food products
- Include at least 50% vegetarian food
- Source fish with Marine Stewardship Council (MSC) certification
- Avoid the use of aluminium coffee capsules; instead use traditional coffee makers (such as a percolator)
- Plan food quantities based on 70% participation (rather than 100%) to limit food waste
- Use reusable or compostable tableware

Mobility

- To avoid traffic, encourage your staff and event participants to come by train to Davos and discourage them from renting a private car
- Walk around Davos to avoid traffic and parking issues; you can cover half of the town in 15 minutes
- For longer distances, encourage your staff and event participants to take advantage of the free, high-quality local trains and buses and provide them with all the necessary information to use them

Accessibility

- Ensure access for people with disabilities: ramps for stairs and sufficiently large entrances, doors, toilets, seat spaces, etc.
- Design accessible signage employing simple, large designs with high-contrast and a non-glare finish

2. Please refer to the 2019 *World Economic Forum Sustainable Catering Guidelines* for more details on planning a sustainable catering offer at an event.