

# **BLUE ANGEL**

**The German Ecolabel**



## **Events**

**DE-UZ 236**

**Basic Award Criteria**

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The Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (Bundesministerium für Umwelt, Naturschutz, nukleare Sicherheit und Verbraucherschutz) is the owner of the label. It regularly provides information on the decisions taken by the Environmental Label Jury.



The German Environment Agency with its specialist department for "Ecodesign, Eco-Labeling and Environmentally Friendly Procurement" acts as office of the Environmental Label Jury and develops the technical criteria of the Basic Criteria for Award of the Blue Angel.



The Environmental Label Jury is the independent, decision-making body for the Blue Angel and includes representatives from environmental and consumer associations, trade unions, industry, the trade, crafts, local authorities, academia, the media, churches, young people and the German federal states.



RAL gGmbH is the awarding body for the environmental label. It organises the process for developing the relevant award criteria in independent, expert hearings – which involve all relevant interest groups.

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# **1 Introduction**

## **1.1 Preface**

In cooperation with the Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection, the German Environment Agency and considering the results of the expert hearings conducted by RAL gGmbH, the Environmental Label Jury has set up these Basic Criteria for the Award of the Environmental Label. RAL gGmbH has been tasked with awarding the Environmental Label.

Upon application to RAL gGmbH and on the basis of a Contract on the Use of the Environmental Label to be concluded with RAL gGmbH, the permission to use the environmental label may be granted to all products, provided that they comply with the requirements as specified hereinafter. The product must comply with all the legal requirements in the country in which it is to be marketed. The applicant shall declare that the product meets these conditions.

## **1.2 Background**

Events encompass an extremely diverse range of services that have varying requirements with respect to the infrastructure, technology and actors involved in their realisation. The scope of this ecolabel covers both commercial events such as conferences and trade fairs intended for a specific target group and also cultural events such as concerts and theatre festivals open to the general public. The event venues can be permanent sites such as convention centres, special locations, conference hotels or trade fair grounds as well as temporary venues with or without buildings – i.e. outside in the open air. Due to the highly diverse nature of the event sector, the potential environmental impacts are also extremely varied and there is only a limited amount of data available about them. However, it is possible to identify some similarities between them – e.g. the areas of mobility, catering, energy consumption at the event venues and overarching issues related to the circular economy frequently play an important role.

In view of the 2.15 million events with 311 million participants in 2023<sup>1</sup> and the continued recovery of this sector, there is huge range of potential options for implementing the following criteria and influencing the potential environmental impacts associated with them. Furthermore, there is already huge interest in environmental and sustainability themes in this sector. This is reflected, for example, in the interest in sustainability management systems for event venues. Customers are also increasingly interested in hiring service providers with sustainability certification systems.

In consultations with the sector, however, it became clear that introducing a diverse range of obligatory criteria would exclude many types of event from the very beginning due to the previously mentioned diverse nature of the sector. As a result, it was necessary to differentiate between MUST criteria that can be implemented by all events and optional CAN criteria, whereby an event must accumulate 30% of the available points for the CAN criteria (see Appendix A).

## **1.3 Objectives of the environmental label**

The aim of the Blue Angel for events is to clearly identify those events that are advantageous for the environment and other sustainability aspects in comparison to conventionally organised events for citizens and public and commercial actors. The implementation of these environmental

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<sup>1</sup> Meeting- & Event Barometer Germany 2023/2024 – The study of the German conference and event market, EITW 2024

and sustainability measures will even have a direct impact on the participants and other parties involved in the event.

The Blue Angel for events gives event organisations, conference centres and their customers (in whose name an event is held) the opportunity to demonstrate that they comply with high environmental and sustainability standards and serve as a role model in the sector.

The aim of the Blue Angel for events is to certify those events and series of events that offer clear environmental benefits compared to conventionally organised events and which also pursue ambitious goals with respect to other sustainability aspects.

The scope of this ecolabel not only covers the event itself but also the event organisation or event venues, i.e. the licence holder. This ensures, on the one hand, that they have a sufficient level of expertise and, on the other hand, that they can also act as role models themselves. By developing a corresponding mission statement, it ensures that these principles are securely anchored within the potential licence holders and firmly integrated into their workforce with the appointment of a Sustainable Event Officer. Appropriate training of employees ensures that the necessary skills are available in relevant areas of the organisation. The objectives of reducing greenhouse gas emissions and conserving resources in this ecolabel are also addressed by the organiser of the event using appropriate measures. For example, organisers are obligated to procure electricity sourced from renewable energies and their employees must be instructed to use more environmentally friendly mobility solutions. Procurement issues related to paper and printing or electrical and electronic equipment are also addressed by the ecolabel and can help to save energy by conserving resources.

However, the main focus of this ecolabel and its objectives is the event itself. A special focus is placed on mobility and especially how participants travel to and from the event due to its significant impact on the climate. The required measures thus have a particular impact on how participants travel to and from the event and promote the use of low-emission means of transport such as trains, local public transport networks and environmentally friendly communal shuttle services, as well as cycling and walking. Companies are required to set ambitious targets for the modal split and support them with communication measures and relevant offers. These transport offers can include e.g. combination tickets, discounted train tickets (for long-distance trains) and free use of the local public transport network. Organisers must also introduce a no flight policy for employees. In order to comply with the criteria, speakers and artists at the event are permitted to fly from a distance of 700km or greater but domestic flights are still prohibited.

The catering services at the event can also be responsible for a significant share of the impact that the event has on the climate and environment. Strict criteria have thus been developed for the catering services at the event. The ecolabel promotes primarily vegetarian or vegan catering services. The obligation to mainly use products from organic production promotes environmentally friendly farming and also protects soil and biological diversity. This is supplemented by a requirement for companies to avoid food waste through appropriate planning and measures and, if this is still not possible, to dispose of this waste properly. The importance of conserving resources is also taken into account in the obligation to use reusable cups.

This commitment to recycling is also reflected in those criteria dealing with other areas of the planning and implementation of the event. Companies are obligated to create a disposal concept and collect waste data as the basis for their planning. Employees at the event must also be given appropriate training so that they can professionally monitor the implementation of the measures. Any temporary buildings required for the event must be completely dismantled at the end of the event and either reused or, if this is not possible, all of the materials must be separated for disposal in accordance with the statutory regulations.

There is also potential for reducing greenhouse gas emissions in the use of event technology. The ecolabel requires the preferential use of existing technology found at the event venue, while companies must produce comprehensive energy consumption plans to identify any energy saving potential.

Alongside the criteria that mainly focus on the environment, social criteria also play a role in making the event sector more sustainable. Therefore, the ecolabel requires companies to clearly communicate the level of barrier-free access and any restrictions in advance.

As already described in various sections above, other communication aspects also play an important role. Companies in this sector are thus not only required to successfully implement the desired measures but also to raise the awareness of all service providers (trades) involved in the event and its participants for various environmental and sustainability aspects.

Therefore, the following benefits for the environment and health are stated in the explanatory box:



#### 1.4 Definitions

**Applicant/licence holder:** The respective contractual partner; usually the event organisation and the event centre in this case.

**Disposable packaging:** Single-use packaging of food that is thrown away after use. According to the definition in Article 3 of the German Packaging Law (VerpackG), single-use packaging is any packaging that is not reusable packaging.

**Energy consumption:** Energy consumption refers to both the use of electrical energy (electricity) and also thermal energy (heat).

**Extension contract:** A corresponding link can be found at <https://www.blauer-engel.de/de>.

**Trade fairs:** A trade fair is an event organised by one or several companies/organisations for a limited period of time that brings together the actors in a sector or a branch of science. The aim of a trade fair is to enable actors within a sector or branch of science to network and exchange ideas and also to disseminate commercial goods (products, services and/or rights) primarily in the form of samples.

The trade fair is usually aimed at specialist visitors who participate in the event for professional or commercial reasons. Trade fairs can also be open to private visitors at certain times in some cases.

**Festivals, often also with a campsite:** Festivals are events lasting several days that are usually held outdoors and at which multiple artists appear to present their music. An area of the

festival grounds is often designated as a campsite to house the visitors and is exclusively used for their accommodation (camping). The term festival is also used in a wider sense for other types of event.

**Temporary buildings:** According to Article § 76 of the Model Building Regulations (Musterbauordnung – MBO), building structures that are suitable and designed to be erected and dismantled repeatedly at different locations. Building site facilities and scaffolding are not temporary buildings.

**Large events:** Large events include those events to which the following points apply<sup>2</sup>:

- Events at which more than 100,000 visitors are expected each day, or
- Events at which the expected number of visitors at any one time exceeds one third of the residents in a community and
- at least 5,000 visitors are expected on the event grounds at the same time.

**Base contract:** A corresponding link can be found at <https://www.blauer-engel.de/de>.

**Hybrid events:** A noticeable part of a hybrid event must be held as an in-person event. At least 50% of the participants<sup>3</sup> or at least 30 participants must be present in person.<sup>4</sup>

The following event formats are not considered to be hybrid events and thus cannot be certified:

- Events that are exclusively held online via a platform and all of the participants are located in front of their own end device in their private or professional environment, e.g. video conferences, virtual events (also see: virtual events).
- Events exclusively produced in a studio and streamed online where only the employees such as the lecturer/speaker, technicians, host and other people involved in the production of the event are present, but no participants.

**Offsetting of greenhouse gas emissions:** To voluntarily offset greenhouse gas emissions, it is first necessary to calculate the remaining climate-impacting emissions associated with a particular activity, such as air travel, train or car journeys and gas, electricity or heating consumption. Emission reduction credits (usually described as certificates) are used to offset the same amount of emissions in climate protection projects. It is important that these credits are for offsetting mechanisms in climate protection projects that would not otherwise exist and that the relevant project is considered an additional climate protection measure. The requirements for the quality of the emission reduction credits are defined in (Appendix C).

**Conferences (seminars, conventions, forums, symposiums):** A conference is a meeting of individual people from different institutions/organisations/etc. that lasts at least several hours and enables the exchange of knowledge or discussions on a specialist subject or a specialist issue.

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<sup>2</sup> There is currently no Germany-wide definition for large events. The definition used in these Basic Award Criteria is taken from the orientation framework issued by the Ministry of the Interior of the State of North Rhine-Westphalia.

<sup>3</sup> A participant is a person who takes part in the event with or without registration. This does not include the organisers of the event and their employees.

<sup>4</sup> In the context of these Basic Award Criteria, this refers to the number of registered participants.

The event can be held in a closed setting or also publicly.

**Cultural events:** Cultural events are events designed to offer cultural content to a particular audience. They include concerts, lectures, dance recitals and plays. Access for the audience can be restricted (through the sale of tickets) or unrestricted.

**Modal split:** Modal split describes the percentage share of each means of transport (including non-motorised vehicles) in the total transport associated with the implementation of the event. These means of transport include:

- Motorised private transport (irrespective of the drive technology)
- Air travel
- Walking
- Cycling
- Train travel
- Local public transport

**No flight policy:** A no flight policy describes a philosophy introduced by the management of an organisation by which employees and other participants are only permitted to travel by air in exceptional cases.

**Seasonal food:** Fruit and vegetables are seasonal if they are harvested and (after subsequent storage where relevant) sold in Germany or neighbouring regions in outdoor cultivation or protected cultivation (unheated greenhouses, film tunnel) during their peak harvesting time – according to the seasonal calendar of the consumer advice centres<sup>5</sup>. If the licence holder can verify that a product not included in this seasonal calendar was produced in Germany or neighbouring regions without the use of heated greenhouses, this product can also be classified as seasonal.

**Environmental label according to ISO 14024:** Environmental labels according to ISO 14024 (e.g.: Blue Angel, EU Ecolabel, Nordic Swan, etc.) are voluntary product labels that are independently awarded, often with the involvement of the government. In a transparent process involving relevant stakeholders, these labels define environmental criteria and verification rules covering the entire life cycle of a product or service, which are then revised later in a dynamic process. Furthermore, the holders of these labels are regularly tested by independent third parties. Certifications from PEFC or FSC are not sufficient because they only consider the origin of a raw material and e.g. not the production of the paper itself and they are not awarded in accordance with ISO 14024. The use of recycled paper is recommended.

**Greenhouse gases:** Gases that contribute to global warming: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), dinitrogen oxide (laughing gas, N<sub>2</sub>O), partially halogenated fluorohydrocarbons (HFKW/HFC), perfluorinated hydrocarbons (FKW/PFC), sulphur hexafluoride (SF<sub>6</sub>), nitrogen trifluoride (NF<sub>3</sub>); given in CO<sub>2</sub> equivalents.

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<sup>5</sup> The seasonal calendar from the consumer advice centres ([https://www.verbraucherzentrale.de/sites/default/files/2021-12/1\\_saisonkalender\\_web-download\\_1-seite\\_5te-aufl\\_nov2021.pdf](https://www.verbraucherzentrale.de/sites/default/files/2021-12/1_saisonkalender_web-download_1-seite_5te-aufl_nov2021.pdf)) presents the impact on the climate of different types of fruit and vegetables. All products listed in the calendar with a "low or medium impact on the climate" are considered to be seasonal at this point in time even if they are stored goods.

**Vegan meal:** A meal exclusively produced using vegan food. Food is considered vegan if it does not contain any products of animal origin and no

- ingredients (including additives, carriers, flavourings and enzymes) or
- processing aids or
- non-food admixtures, used in the same way and for the same purpose as processing aids or
- ingredients of animal origin in either a processed or unprocessed form

were added or used during any of its production and processing stages.

Microorganisms (bacteria, yeast and fungi) are considered of non-animal origin and can also be advertised in the food as “vegan”.

### **Vegetarian meal**

A meal exclusively produced using vegetarian food. Food is considered vegetarian if it fulfils the requirements for vegan food but the following products

- Milk
- Colostrum
- Eggs from farmed birds
- Honey
- Beeswax
- Propolis or wool fat/lanolin obtained from live sheep
- other products of animal origin

or components of them or other products produced from them may be additionally added or used in its production<sup>6</sup>.

**Talk:** Talks are events at which knowledge about a specific theme/area is conveyed to a passive audience. The event can be held in a private, closed setting or also publicly.

**Workshops/seminars:** Workshops/seminars are events organised by one or several companies/organisations/individuals that are designed to convey knowledge about a previously defined subject to the participants in an interactive setting. The event can be held in a private, closed setting or also publicly.

**Label user:** The company or party who commissions the event and under whose name the event is held.

## **2 Scope**

The scope of this ecolabel is defined by an event organisation (the licence holder) in combination with the type of event they organise. The event organisation can organise individual events that carry the Blue Angel ecolabel either in its own name or as a contractor for third party organisations (label user).

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<sup>6</sup> Deutsche Lebensmittelbuch-Kommission: Leitsätze für vegane und vegetarische Lebensmittel mit Ähnlichkeit zu Lebensmitteln tierischen Ursprungs. Neufassung vom 04. Dezember 2018 (BANz AT 20.12.2018 B1, GMBI 2018 S. 1174) Bezug auf Verbraucherschutzministerkonferenz (ohne Datum) (German Food Code Commission: Guidelines for vegan and vegetarian food similar to food of animal origin. New version from 4 December 2018 (BANz AT 20/12/2018 B1, GMBI 2018 P. 1174) Reference to Conference of Ministers Responsible for Consumer Protection (no date)). <https://www.bmel.de/SharedDocs/Downloads/DE/Ernaehrung/Lebensmittel-Kennzeichnung/LeitsaetzevegetarischeveganeLebensmittel.html>

## **2.1 Licence holder (applicant)**

The following list of authorised licence holders is not exhaustive. The organisations described in Paragraph 2.1.2 are not approved as licence holders.

### **2.1.1 Organisations whose primary business purpose is the organisation of events for customers or the organisation of regular events**

- PCOs (Professional Congress Organizers),
- Convention bureaus (city-based or regional),
- Event agencies, advertising agencies or event marketers and their umbrella organisations (also customised agencies and in-house agencies)
- Concert organisers and concert agencies
- Associations whose purpose is to organise events for customers
- Other organisations and companies whose primary purpose is to organise events
- City and regional marketing agencies
- Trade fair organisers (without their own grounds)
- Convention and trade fair centres, and other event venues
- Convention or seminar hotels
- Museums with suitable venues
- Extracurricular educational venues, technical colleges and teacher training colleges, if they have their own department or service facility that is responsible for organising events
- Universities, if they have their own department or service facility that is responsible for organising events
- Cultural associations and other associations, non-governmental organisations, cooperatives and non-profit making limited liability companies (GmbHs) in the cultural sector whose statutes cover the holding and/or organisation of events
- Public companies that are 100% owned by a public body (federal government, state government, local authority), if they have their own department or service facility that is responsible for organising events that can independently check and certify the organising departments
- Other organisations and companies that regularly organise events

### **2.1.2 Excluded licence holders (applicants)**

- Organisations that advocate or disseminate unconstitutional content and who are under partial or full surveillance by the German intelligence services.
- Organisations that are suspected or proven to be extremist by the German intelligence services.

## **2.2 Types of event**

### **2.2.1 General**

The term event is generally understood to mean a professionally planned event that is time limited and takes place in a particular event venue or on an event area approved by the local authorities. This ecolabel can usually only certify events as a whole. It is not possible to certify individual sections of an event. An exception is made for individual sections of an event that are clearly separated from the rest of the event and could be held on their own.

Two main groups of events have been defined for the scope of this ecolabel: professionally motivated events and events for entertainment/amusement purposes. These groups also include large events and hybrid events. Mixed forms of event (e.g. a conference in combination with a trade fair) are also covered by the scope of this ecolabel.

The group of professionally motivated events covers all meetings and events with a business or scientific focus. This includes, for example:

- Conferences (seminars, conventions, forums, symposiums)
- Talks
- Workshops and seminars
- Trade fairs

The group of events for entertainment purposes includes all leisure events held for the entertainment and amusement of participants. This includes e.g. cultural events (including concerts) and festivals (including those with a campsite).

The sale of food and merchandise or similar articles is not an exclusion criterion for the award of the ecolabel unless it changes the fundamental character of the stated types of event.

### **2.2.2 Excluded types of event**

The following types of event are excluded from certification with the Blue Angel because they cannot be sufficiently covered by the criteria:

- Public fairs, sales fairs<sup>7</sup>
- Events primarily designed to sell products/services. This includes, for example, flea markets, carnivals, special markets<sup>8</sup> (town square markets, Christmas markets, Easter markets).
- Betting services, slot machines, gambling services
- Events that are not sufficiently covered by the current criteria
- Events where sections of the event are also held outside of Germany and can thus not be considered independent events in Germany (e.g. competitions that are held across national borders)
- Events organised by groups that advocate or disseminate unconstitutional content and who are under partial or full surveillance by the German intelligence services.
- Events organised by groups that are suspected or proven to be extremist by the German intelligence services.

Events are excluded from certification with the Blue Angel ecolabel if their subject matter conflicts with the efforts to protect the environment, resources and the climate in the fundamental guidelines for the award of the Blue Angel environmental label. Furthermore, events organised by parties and/or (their) organisations who have been classified by the German intelligence services "in whole or in part" as (proven) extremists or suspected extremists are also excluded.

Previously excluded events can be approved in exceptional cases in discussion with the German Environment Agency.

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<sup>7</sup> Sales fairs are trade fair events whose primary purpose is to advertise and sell products and services directly to consumers on site.

<sup>8</sup> Definition according to Section 68 of the German Industrial Code (Gewerbeordnung)



## **2.3 The award process**

In order to certify an event with the Blue Angel for events, the event must be covered by the scope described in Paragraph 2.2 Types of event and comply with the requirements in Paragraph 3 of these Basic Award Criteria.

The requirements are split into MUST criteria and CAN criteria. The MUST criteria are obligatory for all types of event and must be complied with fully. The CAN criteria are assigned points. In order to be awarded the ecolabel, applicants must accumulate a minimum of 45 points (level of fulfilment of 30%). This method means that very different types of event can be covered by the scope of this ecolabel. Each applicant must check for themselves which CAN criteria can be realised by the event to be certified. The verifications must be submitted in digital form using the corresponding online platform.

The ecolabel usually certifies individual events. The contract remains valid for the entire term of the Basic Award Criteria and the same event can thus be held multiple times. If (minor) changes are made during the term of the contract, the applicant must submit a request for amendment of the contract (for the relevant base contract). If similar events are held with a different label user (client), the licence holder can apply for an extension contract during the term of the Basic Award Criteria. Extension contracts require less work by the licence holder for the provision of verifications and are thus easier to examine for the awarding body. For example, structural and organisational award criteria that apply to the event venue are already covered by the original contract.

An event is considered similar if:

**[1]** The type of event (see Paragraph 2.2) and its length are identical. The length of the event is split into different categories:

- One-day events (or shorter)
- Multi-day events

**[2]** The event venue is identical and no significant structural changes have been carried out.

**[3]** The planned number of participants has the same order of magnitude (deviation of 20%).

If significant changes have been made (e.g. move to a different venue), the applicant must submit a new application and a new base contract will be awarded. The application will also be newly examined in this case.

The organiser (label user) makes contact with an event organisation (licence holder – Paragraph 2.1). The organiser commissions the event organisation to organise an event in accordance with the requirements in Paragraph 3. The licence holder is responsible for submitting the verifications and complying with the criteria. The ecolabel is exclusively awarded by RAL and event organisers can apply to have a particular event certified. Consultants can be commissioned to help with this process. They can support the applicant in complying with the criteria and providing corresponding verifications.

## **3 Requirements**

The Blue Angel ecolabel can be used to certify an event if it complies with the following requirements.

### **3.1 General**

In order to be certified with the Blue Angel ecolabel, the event must comply with all applicable laws in Germany and any official orders.

## **3.2 Fundamental requirements for licence holders**

Information about EMAS: If a licence holder is an EMAS-certified company, some of the requirements are already considered to be fulfilled. This will be indicated below for each of the applicable requirements.

### **3.2.1 Mission statement**

Management has agreed and signed a (corporate) mission statement that covers the themes of the environment and sustainability (especially with respect to the organisation of events). It must be made available to the public. Alternatively, these points can also be included in the statutes of an association.

#### ***Compliance verification***

*The applicant shall load the mission statement or statutes into the test software and describe in an understandable way how it is communicated to the public (website, annual report, etc.). Universities and educational facilities can also agree a mission statement that only refers to the event sector.*

### **3.2.2 Sustainable Event Officer**

The organisation applying for the ecolabel must designate one employee as a Sustainable Event Officer and one employee as his or her deputy<sup>9</sup>. These employees will be responsible for training employees, certifications and other quality assurance measures. Alternatively, this function can also be carried out by an external Sustainable Event Officer commissioned by the licence holder.

#### ***Compliance verification***

*The applicant shall name the Sustainable Event Officer and communicate this to the public (website, mailings, advertising folder, annual reports, etc.). Any changes must be announced without delay internally within the organisation and also to the public and the certification body.*

### **3.2.3 Training of employees**

Employees of the organisation applying for the ecolabel must be given training on the subject matter and verification must be provided:

- a) The Sustainable Event Officer and his or her deputy must receive training from an external advisor or, alternatively, training courses must be held at the beginning of each term of use and when appointing a different Sustainable Event Officer with the following content:
  - ◆ Background, objectives and contents of this ecolabel
  - ◆ Legal conformity with respect to the environment and events
  - ◆ Organisation of a sustainable event based on a pilot project and entry in the test software, as well as on the provision of compliance verifications
  - ◆ Environmentally friendly procurement and behaviour in the workplace: energy saving behaviour, paper-saving printing, waste separation, print jobs, etc. (Paragraphs 3.2.4-3.2.7)

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<sup>9</sup> This requirement does not apply to one-person companies that do not have any other employees.

- ♦ Environmentally friendly personal mobility and mobility in the company/association (Paragraph 3.2.4) and logistics
  - ♦ Use of product and supplier databases (information for partners, entries, selection of partners)
  - ♦ Communication with partners, service providers and customers (Paragraphs 3.2.12-3.2.13)
- b) Training of all employees who have main responsibility for the event by the Sustainable Event Officer or an external advisor. Contents of the training: same as a) but without the use of the test software and product databases.
- c) All other employees must receive training from the Sustainable Event Officer on the ecolabel via the normal internal channels within the organisation and be instructed to support the objectives stated below.
- d) Follow-up training covering the same content as described above must be carried out by the Sustainable Event Officer if the licence holder has not had at least one meeting or event certified per year.

#### **Compliance verification**

*The applicant shall submit a declaration of compliance with this requirement and information on the training programme and its contents and verification process, the names of the participants, the type of training and the date of the training. The applicant shall also submit the notifications sent to employees about the training.*

### **3.2.4 Mobility management**

Licence holders must take the following measures to inform and motivate their employees to use climate friendly mobility when travelling to their workplace and taking business trips:

- The licence holder must communicate to employees that it is possible to travel to and from the company and their places of work in an environmentally friendly way using local public transport, by bike or foot or with carpooling schemes and how to do this.
- The licence holder must provide support – where possible – to employees who use environmentally friendly transport when travelling to their workplace or taking business trips. For example by providing secure parking spaces for bikes as well as bike pumps and tools, using carpooling platforms, providing company bikes and cargo bikes, subsidising or covering the cost of monthly travel cards on the local public transport network, introducing rules for working from home, using video conferences, etc.
- The licence holder must encourage employees to avoid taking business flights within Germany and short-haul flights abroad (total flight distance of less than 700km one way) and to use trains and buses instead. For example by accepting, where necessary, longer travel times and higher ticket prices.

#### **Compliance verification**

*The applicant shall submit the information provided to employees about travelling to their workplace and taking business trips and also the widely communicated mobility policy at the company.*

### **3.2.5 Electricity from renewable energy sources**

100% of the energy consumed during everyday operations of the licence holder (office building, etc.) must be from renewable energy sources as defined in Directive (EU) 2018/ 2001 on the promotion of the use of energy from renewable sources. This electricity must also be labelled accordingly. The electricity consumed must correspond to the supplied proofs of origin for the purchased electricity. The possibility of double counting electricity from renewable energy sources drawn from the grid must be effectively excluded. This requirement does not apply to offices that have no influence on the procurement of electricity.

#### **Compliance verification**

*The applicant shall declare compliance with the requirement for the use of electricity from renewable energy sources and submit the electricity labelling data as verification (Annex from RAL).*

*Verifications for international sites must comply with the requirements in EU Directive 2018/2001/EU (Article 19). This can be verified, for example, with "Full Membership" of the Association of Issuing Bodies(<https://www.aib-net.org/facts/aib-member-countries-regions/aib-members>). Other verifications may need to be examined in individual cases. These verifications must be re-submitted for every year of the term of the contract on the use of the environmental label.*

### **3.2.6 Internal use of paper goods**

The licence holder may only use office paper certified with an environmental label according to ISO 14024.

#### **Compliance verification**

The applicant shall name the brands and submit data and documentation (e.g. the corresponding invoices) on the paper used internally for examination. This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.

### **3.2.7 Printing machines at the company and those used for corporate communication**

#### **In the case of printing within the company:**

The paper used in the printing machines must be certified with an environmental label according to ISO 14024.

#### **Printing jobs sent to printing companies:**

The printing jobs must be produced, certified and correspondingly labelled by qualified printing companies in accordance with the requirements for the certification of printed matter issued by an environmental label according to ISO 14024.<sup>10</sup>

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<sup>10</sup> DE-UZ 195: <https://www.blauer-engel.de/de/produktwelt/druckereien-und-druckerzeugnisse>

### **Compliance verification**

*The applicant shall submit a declaration verifying how he or she complies with this requirement. If appropriately certified products are not available on the market, the applicant shall explain the situation. The applicant shall explain here that he or she has used the databases provided by the stated environmental labels and, if relevant, contacted appropriate suppliers. This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.*

#### **3.2.8 Electrical and electronic equipment for office use**

Newly purchased (after the conclusion of the contract) electrical and electronic equipment for office use (PCs, laptops, monitors, photocopiers, printers, etc.) must be energy efficient (e.g. TCO certified<sup>11</sup>) or certified with an environmental label according to ISO 14024.

### **Compliance verification**

*The applicant shall submit a declaration verifying how he or she complies with this requirement. If appropriately certified devices are not available on the market, the applicant shall explain the situation. The applicant shall explain here that he or she has used the databases provided by the stated environmental labels and, if relevant, contacted appropriate suppliers. This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.*

#### **3.2.9 Cleaning agents**

- a) The licence holder must use at least three products (hand dishwashing detergent and/or detergent for dishwashers and/or laundry detergents and/or all-purpose cleaner) certified with the Blue Angel ecolabel DE-UZ 202 or another environmental label according to ISO 14024.
- b) If the cleaning tasks are outsourced, these requirements must be included in the specifications issued with the invitation for tender. In the case of existing cleaning contracts, a transitional period is granted until the current contract expires.

Points a) and b) do not apply to offices that have no influence on the procurement of cleaning agents or the commissioning of the cleaning company.

### **Compliance verification**

*The applicant shall submit a declaration verifying how he or she complies with this requirement. This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.*

#### **3.2.10 Sanitary paper**

The sanitary paper used in the office must be certified by an environmental label according to ISO 14024 or be verifiably made out of 100% recycled paper (does not apply to offices that have no influence on the procurement of sanitary paper or the commissioning of the cleaning company).

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<sup>11</sup> <https://tcocertified.com/product-finder/>

### **Compliance verification**

*The applicant shall submit a declaration verifying how he or she complies with this requirement. This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.*

#### **3.2.11 Waste separation**

Waste must be separated so that it can be separately handled and recycled by municipal or private waste disposal facilities.<sup>12</sup> Special attention must be paid to hazardous waste (e.g. energy saving bulbs, devices with screens, batteries, etc.), electrical appliances, toners and ink cartridges. These items must be collected separately and disposed of appropriately.

### **Compliance verification**

*The applicant shall describe which types of waste are accepted by the municipal waste disposal facilities, which processes are used for collecting, separating, handling and disposing of these types of waste and/or which contracts have been concluded with private companies for this purpose.*

*This requirement is considered to be fulfilled if the licence holder is certified in accordance with EMAS.*

#### **3.2.12 Advertising sustainable events in external communication**

Licence holders must actively advertise the option of organising sustainable events in its product portfolio, marketing and acquisition activities<sup>13</sup>. The licence holder must use the Blue Angel eco-label in its marketing and acquisition activities. Associations must specify in their statutes that it is possible to organise sustainable events and have them certified. Licence holders may advertise this option for a maximum of four years after the last event was certified. The use of the Blue Angel logo is restricted to the term of the current base contract.

### **Compliance verification**

*The applicant shall submit a declaration on future compliance with this criterion. This declaration must be resubmitted after four years.*

#### **3.2.13 Information for partner companies**

Regular cooperation partners, such as catering companies, event venues, trade fair stand constructors or event technology companies, must be informed about the award of the Blue Angel for events and instructed to implement environmental measures themselves or to establish an audited environmental management system at their company or to seek certification (Blue Angel, EMAS, Ökoprofit, ISO 14001, etc.).

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<sup>12</sup> According to Section 9 German Circular Economy Act (Kreislaufwirtschaftsgesetz – KrWG)

<sup>13</sup> This includes event venues (such as conference centres) that are authorised to be licence holders in accordance with Paragraph 2.1.

### **Compliance verification**

*The applicant shall verify that this information is provided to partner companies and describe how this is achieved. This requirement does not apply to companies who have no permanent cooperation partners.*

### **3.3 Criteria for events**

The following criteria are split into **obligatory criteria (MUST)** and a set of **optional criteria (CAN)**. The CAN criteria are assigned points. In order for an event to be certified with the Blue Angel, it must

- a) comply with all of the MUST criteria and
- b) accumulate a minimum of 45 points (in total) from the CAN criteria.

#### **3.3.1 Requirements for mobility and climate protection**

##### **3.3.1.1 Car-free transportation to the event venue (MUST)**

It must be possible to reach the event venue from the nearest train station with a long-distance train connection within a maximum of two hours with local public transport.

An event ticket with the German railway company Deutsche Bahn AG must be offered for events that have +100 participants and a supraregional catchment area. A ticket for the use of the local public transport network must already be included in the ticket price for the event (combined ticket).<sup>14</sup>

Or: A low-emission<sup>15</sup> communal shuttle service must be organised to the nearest train station with a long-distance train connection so that participants can travel to and from the event venue or alternatively low-emission vehicles must be made available for use (e.g. electric cars, rental bikes, e-scooters) (parking spaces for these vehicles must be provided).

### **Compliance verification**

*The applicant shall state the location of the event venue and how to reach it.*

*The applicant must have registered with Deutsche Bahn AG for an event ticket. The applicant shall verify that it is possible to use the local public transport network free of charge. The applicant shall submit a contract with a mobility service provider for the shuttle service or verify the availability of alternative vehicles. In addition, the applicant shall confirm that sufficient parking spaces for the alternative, low-emission vehicles have been provided and submit corresponding verification.*

##### **3.3.1.2 Communication of climate friendly transportation to and from the event (MUST)**

All participants must be explicitly informed about the climate friendly transportation to and from the event in advertising for the event, or at the latest when registering for the event. They must be provided with detailed information on the climate friendly alternatives.

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<sup>14</sup> The requirement for the inclusion of a ticket for the use of the local public transport network does not apply if it is a free event without ticket sales.

<sup>15</sup> Classification as a low-emission vehicle is based on the amended version of Regulation (EU) 2019/631 for emission-free and low-emission vehicles (0 – 50g CO<sub>2</sub>/km), <https://eur-lex.europa.eu/legal-content/DE/TXT/HTML/?uri=CELEX:32023R0851>.

This information must include the following points (specific to the target group and the event venue)

- Directions to the venue and connections to long-distance transport (train or bus connections) – information should be provided if the time between trains exceeds two hours
- Information on the possibility of cross-border long-distance transport<sup>16</sup> and the availability of night trains if relevant.
- Information on connections to local public transport services with arrival times and frequencies
- Distance between the station and the event venue (e.g. a sketch)
- Barrier-free transportation to and from the venue for disabled participants
- Further information to support climate friendly transportation to and from the event, e.g. a mobility app for the local public transport network, etc.
- The licence holder or organiser must inform all participants about the possibilities for offsetting their greenhouse gas emissions (Appendix C), especially if they are travelling to and from the event by plane, and actively encourage them to utilise them.

The information must be made available in multiple languages (exception: events exclusively held in German). This information must be presented in such a way that climate friendly transportation to and from the event is considered normal.

### **Compliance verification**

*The applicant shall submit corresponding documentation such as invitations, the programme, screenshots of registrations, timetables, agreements with local public transport services, etc. to verify that he or she complies with the points described above.*

#### **3.3.1.3 Description of the modal split (MUST)**

The organiser or licence holder must define specific, ambitious targets for the anticipated modal split and use corresponding measures to help achieve it. By communicating the estimated data and providing appropriate motivation for travelling to and from the event in a more environmentally friendly way, the organiser or licence holder could cause a change in behaviour. The assumptions should be verified during the event by carrying out a representative survey of the means of transport used to travel to the event and documenting the results.

Note: A differentiation must be made between travel to and from the event and travel during the event. Travel to and from the event usually has a bigger environmental impact.

The modal split could possibly be used as verification for whether the event complied with and sensibly implemented other requirements (no parking spaces, etc.) and can thus be subsequently used as a sort of performance indicator. This is dependent on the design of the relevant contract.

### **Compliance verification**

*The applicant shall describe how the data is estimated, collected and used.*

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<sup>16</sup> <https://www.bahn.de/angebot/international>



#### **3.3.1.4 Mobility for side events (MUST)**

Side events, trips, etc. must be organised in such a way that all participants can reach the locations by foot, bike or using local public transport or using a low-emission<sup>17</sup> communal shuttle service.

#### **Compliance verification**

*The applicant shall state the locations of the side events, their distance from the event venue and the low-emission means of transportation available to participants.*

#### **3.3.1.5 Replacing flights and car journeys at hybrid events (MUST – for hybrid events)**

The hybrid design of the event must verifiably replace flights and car journeys by:

- Ensuring that one or more speakers – who would have travelled to the event by plane – participates in the event online.
- Providing verification that speakers travelled by train or bus instead of by plane or car.
- The organiser must verify how participants are motivated to participate in the event online.

#### **Compliance verification**

*The applicant shall submit corresponding information (e.g. programme, dial-up information, no flight policy).*

#### **3.3.1.6 No flight policy (MUST)**

All employees, organisers, volunteers, etc. (except for speakers or artists and their direct employees) are prohibited from taking flights within Germany. International flights are only permitted for distances over 700 km.

#### **Compliance verification**

*The applicant shall submit the flight policy and a declaration that this is not only implemented internally but also included as a standard clause in cooperation agreements.*

#### **3.3.1.7 Accessibility of the accommodation (CAN)**

All accommodation offered to or advertised for participants must be selected so that the event venue can be reached by foot, bike or local public transport or an emission-free or low-emission shuttle. Information on how to reach the accommodation must be provided to all participants. Exceptions: This requirement does not apply to events with their own campsite or shared accommodation in e.g. a sports hall or if the required accommodation capacities exceed the capacities that can be covered by the corresponding accommodation providers.

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<sup>17</sup> Emission-free/low-emission: Based on the amended version of Regulation (EU) 2019/631 for emission-free and low-emission vehicles: 0 – 50g CO<sub>2</sub>/km, <https://eur-lex.europa.eu/legal-content/DE/TXT/HTML/?uri=CELEX:32023R0851>

**2 points**

**Compliance verification**

*The applicant shall name the accommodation providers and their distances to or accessibility to the event venue.*

**3.3.1.8 Transport concept for events with 1000 participants or more (CAN)**

The licence holder or organiser should develop a comprehensive transport concept for the event. This concept must cover all types of mobility related to the event (employees, participants, transport of materials, partners, etc.) in order to reduce emissions. Measures to avoid short flights (where relevant) and personal motorised transport should be described and promoted.

**3 points**

**Compliance verification**

*The applicant shall submit the transport concept.*

**3.3.1.9 Calculation of the greenhouse gas emissions caused by participants travelling to and from the event (MUST)**

The licence holder or organiser must calculate the greenhouse gas emissions caused by all participants travelling to and from the event and use this data to improve his/her measures to reduce greenhouse gas emissions. Travel data for the participants must be collected using an appropriately designed random survey.

**Compliance verification**

*The applicant shall submit the calculation<sup>18</sup> and a description of how the data is used or shall submit an action plan. The applicant shall also declare whether the organiser or licence holder carried out the survey and whether the results are made available to the public.*

**3.3.1.10 No parking spaces for private cars (CAN)**

No parking spaces should be provided at the event venue for personal motor vehicles (exemption: people with disabilities). Blocking of parking spaces intended for residents must be prevented. The organiser should support this requirement with appropriate communication measures.

**2 points**

**Compliance verification**

*The applicant shall submit verification of the communication measures.*

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<sup>18</sup> The CO<sub>2</sub> calculator for events from the German Environment Agency (UBA) can be used for the calculation: [https://uba-event-free.co2-rechner.pro/de\\_DE/](https://uba-event-free.co2-rechner.pro/de_DE/)

### **3.3.1.11 Event venues with connections to public transport (CAN)**

The event venue has a direct connection (max. of 10-15 minutes by foot) to the local public transport network and all participants are informed about the arrival times and frequency of the services and this method of transport is recommended.

Note: Depending on the event, longer journeys by foot of up to e.g. 3km may be necessary. These longer routes should be specially marked and planned as green routes<sup>19</sup>.

#### **1 point**

#### **Compliance verification**

*The applicant shall describe the location of the event venue and how to reach it. The event times must be appropriate for the stated travel times (especially relevant for events held at the weekend and in the evening).*

### **3.3.1.12 Support and rewards for travelling to and from the event in an environmentally friendly way (CAN)**

The licence holder or the organiser should motivate and actively support all participants in travelling to and from the event in an environmentally friendly way.

For example by:

- a) Motivating participants to travel to and from the event via public transport using rewards, such as prize draws, drinks vouchers, etc. (1 point)
- b) Offering event tickets in cooperation with train and bus companies [not relevant if a combination ticket is already required according to 3.3.1.1] (2 points)
- c) Booking train and bus tickets for participants (1 point)
- d) Actively organising carpooling schemes and motivating participants to share transportation (1 point)
- e) Organising joint environmentally friendly transport to and from the event for participants by bus, train, bike or foot (3 points)
- f) Organising joint environmentally friendly transport to and from the event for the organisation team or employees by bus, train, bike, foot, shuttle or carpooling scheme (2 points)
- g) Increasing the availability of local public transport (e.g. more frequent services) before and after the event (3 points)
- h) Communicating the best bike routes for travelling to and from the event by bike (1 point)

Note: Point b) is an obligatory requirement if the event has 100 participants or more [see Paragraph 3.3.1.1].

#### **Maximum of 3 points**

#### **Compliance verification**

*The applicant shall submit corresponding documentation for the invitation/announcement.*

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<sup>19</sup> Green routes in the sense of the Blue Angel are routes that are attractive and safe for pedestrians and cyclists.

### **3.3.1.13 Adjustment of event times due to use of public transport (CAN)**

The event times (start and end) are adjusted to the timetables (arrival and departure times) for trains and buses (long-distance transport and/or regional transport) and all participants are informed about it.

This criterion does not apply to events in cities with sufficiently frequent local public transport services or events whose participants mainly come from the local region.

**1.5 points**

#### ***Compliance verification***

*The applicant shall submit corresponding documentation (invitation, announcement, programme, etc.) that describes this service.*

### **3.3.1.14 Motivation for travelling to and from the event by bike (CAN)**

The organiser or licence holder actively provides bike parking facilities (temporary bike parking spaces, which are as secure as possible, have a roof and are free of charge) for at least 20% of all participants (if there are insufficient parking facilities at the venue) and informs participants about them.

**1 point**

#### ***Compliance verification***

*The applicant shall submit corresponding documentation on the number and type of bike parking facilities, the available services and the information provided to participants.*

### **3.3.1.15 Mobility at the venue for events lasting several days (CAN)**

- a) All participants are given the opportunity to purchase a ticket for the local public transport network from the organisers (1 point)
- b) Discounted (event) travel cards are offered to participants (2 points)
- c) Free bikes or e-scooters are made available to participants at the venue (2 points)
- d) Free bikes or e-scooters are made available to employees at the venue (1 point)
- e) The event organises a bike rental service (for a fee) at the venue (0.5 points)
- f) Taxi services using emission-free or low-emission drive systems, e.g. hybrid and electric vehicles, rickshaws or communal shuttle services, are offered to accommodation (0.5 points)
- g) In the case of events held at multiple venues: The venues must be within walking distance of one another or easily reachable by bike or local public transport during the event times (0.5 percent)
- h) In the case of events held at multiple venues: Emission-free or low-emission communal shuttle services are provided between the venues (0.5 points)
- i) The transport of materials at the venue is organised in an environmentally friendly way (e.g.: hand truck, cargo bike, electric car) (0.5 points)

**Maximum of 3 points**

### **Compliance verification**

*The applicant shall submit corresponding documentation (invitation, announcement, programme, etc.) that describes this service.*

#### **3.3.1.16 Hiring of transport companies (CAN)**

- a) The licence holder or organiser informs transport companies about the environmental standards at the event in the invitation to tender and hires those companies with the most environmentally friendly vehicle fleet. (1.5 points)
- b) The licence holder or organiser hires transport companies with an environmental mission statement and at least EURO 6d vehicles or alternative drives. (2 points)
- c) The licence holder or organiser hires transport companies that only use HGVs with the highest environmental standards (toll-exempt vehicle<sup>20</sup>) for the event. (1 point)

**Maximum of 2 points**

### **Compliance verification**

*The applicant shall submit the documentation for the invitation to tender and certificates from the companies.*

#### **3.3.2 Requirements for accommodation**

##### **3.3.2.1 Accommodation from accommodation providers with environmental certification (MUST)**

If accommodation providers with environmental labels according to ISO 14024, EMAS or ISO 14001 are available in the local area<sup>21</sup>, these providers must be given preference over other accommodation. Justification should be provided for the selection of other accommodation. A list of the labels recommended by the German Environment Agency for accommodation providers can be found on the Blue Angel website (Technical Documents).

Exceptions: This requirement does not apply to events with their own campsite or shared accommodation in e.g. a sports hall or the required accommodation capacities exceed the capacities that can be covered by accommodation providers with environmental labels according to ISO 14024.

### **Compliance verification**

*The applicant shall submit a list of the recommended accommodation with information on their environmental labels.*

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<sup>20</sup> Although this exemption from tolls ran out in December 2023, the criteria stated there can still be used: this includes CNG, NG or LNG vehicles. Electric HGVs are exempt from tolls indefinitely (e.g. battery electric vehicles, hybrid electric vehicles chargeable externally and fuel cell vehicles).

<sup>21</sup> The catchment area for the accommodation used for an event is highly dependent on the type and size of the event. The accommodation recommended by the organiser that is the furthest away from the event defines the boundary of the catchment area to be tested.

### **3.3.2.2 Communication of the sustainable measures at the event to accommodation providers (MUST)**

The licence holder or organiser must inform all partner companies providing accommodation and, if relevant, other service providers about the environmental standards at the event and request that they document their environmental performance using a checklist<sup>22</sup>, if they are not already currently certified with an environmental label according to ISO 14024, EMAS or ISO 14001.

The licence holder or organiser must inform those hotels who are not currently certified with an environmental label according to ISO 14024, EMAS or ISO 14001 about the possibility of obtaining an environmental certificate (environmental label according to ISO 14024, EMAS or ISO 14001).

#### **Compliance verification**

*The applicant shall submit the letter.*

### **3.3.2.3 Assessment of the environmental standards of the accommodation providers (CAN)**

Partner accommodation for the event has been assigned to one of two categories based on their environmental standards:

- a) Accommodation providers with environmental certification: The accommodation is certified with an environmental label according to ISO 14024, ISO 14001 or EMAS. (3 points per accommodation provider)
- b) Accommodation with an environmental focus: The accommodation is certified with another environmental label<sup>23</sup> that is externally audited by third parties. (2 points per accommodation provider)

#### **Maximum of 12 points**

#### **Compliance verification**

*The applicant shall submit the names of the accommodation providers, the corresponding contracts and, if relevant, verifications of their certifications.*

### **3.3.3 Requirements for permanent event venues**

Event venues with an environmental label: If an event venue has a valid environmental label according to ISO 14024 or a valid environmental certificate (EMAS: up to 4 years old; Ökoprofit: max. of 2 years old), it automatically fulfils the following requirements: 3.3.5.1; 3.3.3.4a); 3.3.3.5; 3.3.8.1; 3.3.3.7; 3.3.3.8; 3.3.3.9a); 3.3.3.10; 3.3.5.16; 3.3.5.17

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<sup>22</sup> Similar to this: [https://infothek.greenevents.at/upload/file/Checkliste\\_Green\\_Events\\_Austria.pdf](https://infothek.greenevents.at/upload/file/Checkliste_Green_Events_Austria.pdf) (amend this template accordingly)

<sup>23</sup> Other recommended certifications from: <https://destinet.eu/resources/tools/certification-quickfinder>

### **3.3.3.1 Communication of the environmental standards to operators of the event venues (MUST)**

The licence holder or organiser must inform the operator of the event venue (unless this operator is identical to the licence holder) about the environmental standards at the event.

If the event venue is not certified with an environmental label, its environmental performance must be evaluated using a checklist<sup>24</sup> and verification must be provided.

#### **Compliance verification**

*The applicant shall submit the communication with the event venue.*

### **3.3.3.2 Newly constructed buildings (MUST)**

If new buildings have to be permanently constructed for the event, they must be constructed in accordance with at least one sustainable building standard (DGNB Gold, LEED Gold, BREEAM Excellent, Passivhaus (Passive building), Plusenergiehaus (Energy-plus building) and the applicant must submit a sustainable secondary use concept. No fossil fuels may be used to heat the building. If possible, existing buildings should be converted instead of constructing new buildings.

#### **Compliance verification**

*The applicant shall submit the corresponding certificates and a secondary use concept.*

### **3.3.3.3 Sustainable water supply (MUST)**

The quantity of water that needs to be extracted from wells or reservoirs for the event must be calculated and controlled in accordance with the capacities of the local water supply.

#### **Compliance verification**

*The applicant shall submit an agreement with the local authority (as well as a report and calculations including the basis for estimating the required amount of water and a protection concept).*

### **3.3.3.4 Environmental standards at the event venue (CAN)**

- a) An independently certified environmental management system is currently used at the event venue (EMAS, ISO 14001, Ökoprofit). (2 points)
- b) The event venue is certified at the stated level by one of the following certification systems: DGNB PLATINUM (degree of fulfilment of at least 90%), LEED Platinum (with at least 90 credits), BREEAM outstanding (degree of system fulfilment of at least 90%). (1 point)

#### **Maximum of 3 points**

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<sup>24</sup> Similar to this: [https://infothek.greenevents.at/upload/file/Checkliste\\_Green\\_Events\\_Austria.pdf](https://infothek.greenevents.at/upload/file/Checkliste_Green_Events_Austria.pdf) (amend this template accordingly)

### **Compliance verification**

*The applicant shall submit the corresponding certificates.*

#### **3.3.3.5 Advanced environmental strategy (MUST)**

The event venue must have an environmental strategy and/or sustainability concept that is confirmed in writing and subject to continuous improvement.

### **Compliance verification**

*The applicant shall submit the environmental strategy/sustainability concept.*

#### **3.3.3.6 Energy performance audit (CAN)**

The event venue has carried out an energy performance audit<sup>25</sup>.

**1.5 points**

### **Compliance verification**

*The applicant shall submit the energy performance audit.*

#### **3.3.3.7 Documentation of the building energy standard (CAN)**

The event venue has an energy performance certificate (at least Class D) according to the German Buildings Energy Act (Gebäudeenergiegesetz). A valid energy performance certificate issued by an approved expert must be displayed in a prominent position in the entrance area.

**1.5 points**

### **Compliance verification**

*The applicant shall submit the energy or building certificate or a report issued by an expert.*

#### **3.3.3.8 Advanced energy concept for optimising energy consumption (CAN)**

The event venue has a multi-year programme to optimise its energy efficiency (heating, hot water, cooling, lighting, insulation standards, etc.) with target values, measures and an action plan. The programme must have been approved by management (Board of Management, ownership representation)

**2 points**

### **Compliance verification**

*The applicant shall submit the programme.*

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<sup>25</sup> Reference: Energy management systems in practice, UBA 2020: [https://www.umweltbundesamt.de/sites/default/files/medien/1410/publikationen/2020\\_04\\_07\\_energiemanagement-systeme\\_bf.pdf](https://www.umweltbundesamt.de/sites/default/files/medien/1410/publikationen/2020_04_07_energiemanagement-systeme_bf.pdf)



### **3.3.3.9 Energy-efficient lighting technology in the event venues (CAN)**

- a) At least 80% of the bulbs used in the event venues are energy-saving bulbs (LED and/or energy efficiency class A). This does not apply to light bulbs whose physical characteristics do not allow for the use of energy-saving bulbs. (1 point)
- b) Motion sensors (e.g. in toilets) or time switches (e.g. in car parks) are used in the event venues. (1 point)

**Maximum of 2 points**

#### **Compliance verification**

*The applicant shall submit a detailed description of their compliance with this requirement.*

### **3.3.3.10 Electricity from renewable energy sources (CAN)**

100% of the energy must be from renewable energy sources as defined in Directive (EU) 2018/2001 on the promotion of the use of energy from renewable sources. This electricity must also be labelled accordingly. The electricity consumed must correspond to the supplied proofs of origin for the purchased electricity. The possibility of double counting electricity from renewable energy sources drawn from the grid must be effectively excluded.

**0.5 points**

#### **Compliance verification**

*The applicant shall declare compliance with the requirement for the use of electricity from renewable energy sources and submit the electricity labelling data as verification (Annex from RAL).*

*Verifications for international sites must comply with the requirements in EU Directive 2018/2001/EU (Article 19). This can be verified, for example, with "Full Membership" of the Association of Issuing Bodies(<https://www.aib-net.org/facts/aib-member-countries-regions/aib-members>). Other verifications may need to be examined in individual cases.*

*These verifications must be re-submitted for every year of the term of the contract on the use of the environmental label.*

### **3.3.3.11 Electricity from renewable energy sources with an environmental label (CAN)**

In addition, the purchased electricity must also promote the production of additional electricity from renewable energies or investment in energy transition products outside of the expansion path. The purchased electricity should not have any avoidable negative impact on the environment.

**3 points**

#### **Compliance verification**

*The applicant shall submit verification that the energy supply company has been certified in accordance with the Grüner Strom (Green Electricity) label or the OK Power label.*

### **3.3.3.12 Generation of electricity from renewable energy sources at the event venue (CAN)**

The event venue has its own system for generating electricity (e.g. photovoltaics) or hot water (e.g. solar thermal energy) or air conditioning using solar, water or wind energy or biomass (except for wood, unless it cannot be used for any other purpose<sup>26</sup>, e.g. damaged timber) or geothermal power.

**2 points**

#### **Compliance verification**

*The applicant shall submit documentation of their compliance with this criterion.*

### **3.3.3.13 Turning the lighting, heating and/or air conditioning on and off (CAN)**

The lighting, heating and air-conditioning systems must be designed so that they switch off automatically if a window is opened, the participants leave a seminar room or after a certain period of inactivity.

**1 point**

#### **Compliance verification**

*The applicant shall submit a declaration on their compliance with this criterion with corresponding technical verifications.*

### **3.3.3.14 Electric charging stations for bikes and shuttles/company cars (CAN)**

The event venue has self-operated charging stations or charging stations provided in cooperation with energy supply companies (where 100% of the electricity is from renewable energy sources) that can be used by the event participants (electricity from renewable sources: own electricity or electricity certified with the Grüner Strom (Green Electricity) label).

**1 point**

#### **Compliance verification**

*The applicant shall submit photographic documentation and the electricity labels on the invoice/supply contract. In the case of renewable energy sources: The applicant shall submit photographic documentation.*

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<sup>26</sup> The guidelines given in the German Waste Wood Ordinance (Altholzverordnung – AltholzV) must be observed in this context.

### **3.3.4 Requirements for other event venues (temporary buildings, tents, open spaces)**

#### **3.3.4.1 Temporary buildings (MUST)**

If wood is newly purchased for the construction of temporary buildings, it must be FSC or PEFC certified or recycled. If the construction of temporary buildings for the event is unavoidable, they must be completely dismantled at the end of the event and either reused or, if this is not possible, all of the materials must be separated for disposal in accordance with the statutory regulations.

The waste hierarchy in the EU Waste Framework Directive (2008/98/EEC) should be followed in this context: 1. Prevention 2. Preparing for reuse 3. Recycling 4. Energy recovery 5. Disposal (landfill or combustion without energy or heat recovery)

#### **Compliance verification**

*The applicant shall submit a description of the temporary buildings and the reuse and disposal concept as verification. The applicant shall submit a certificate for any newly purchased wood used in the construction.*

#### **3.3.4.2 Environmentally friendly toilet facilities (MUST)**

- a) The following are used as mobile toilet facilities:
- Composting toilets (preferred)
  - Toilet trailer with flushing, connected to the sewage system
  - Toilet trailer with flushing and collection tank, whose contents are disposed of at the wastewater treatment facility without additives
  - Toilets using environmentally certified sanitary additives
  - Vacuum toilets

The mobile toilet facilities

- b) have facilities for people to wash their hands and
- c) are distributed in sufficient numbers around the event and
- d) are regularly maintained and cleaned during the event (including the water pipes to avoid loss of water) and the contents of the toilets are disposed of properly.

#### **Compliance verification**

*The applicant shall submit the contract with the company, invoices for sanitary additives, information on the number of participants per toilet, verification of the cleaning personnel and the cleaning plan and a corresponding disposal contract.*

#### **3.3.4.3 No heating of outdoor areas with electricity or gas heaters (MUST)**

Electricity or gas heaters must not be used to heat outdoor areas at the event.

Exemption: This requirement does not apply to employees and persons with restricted mobility.

### **Compliance verification**

*The applicant shall submit an agreement verifying compliance with this requirement (e.g. a contract with the organiser).*

#### **3.3.4.4 Air conditioning in temporary buildings (MUST)**

If mobile/temporary air conditioning systems are used, these systems must use halogen-free coolants.

### **Compliance verification**

*The applicant shall submit an agreement verifying compliance with this requirement (e.g. a contract with the organiser).*

#### **3.3.4.5 Measures for efficiently stabilising the indoor temperature (CAN)**

- a) Air locks should be installed at the entrances and exits. (1 point)
- b) An employee has been made responsible for the proper use/setting of the systems. (0.5 points)

### **Maximum of 1.5 points**

### **Compliance verification**

*The applicant shall submit an agreement verifying compliance with this requirement (e.g. a contract with the organiser).*

#### **3.3.4.6 Minimum requirements for the electricity supply (MUST)**

- a) If the event venue has a usable connection to the local public electricity grid, the electricity must be sourced from the public electricity grid.
- b) If it is not possible to source electricity from the public grid or insufficient electricity is available and the event venue cannot generate its own electricity from renewable energy sources, a battery system or UPS must be used to handle peak demand so that the public grid has enough electricity to handle the base load.
- c) If this is also not possible and a power generator is still required, it must be installed downstream of a battery system/UPS. Fuel cells can also be used as an alternative. The power generator must be operated using alternative energy sources (e.g. vegetable oil (not palm oil) or oil sourced from used cooking oil).

### **Compliance verification**

*The applicant shall submit verification for where the electricity is sourced or generated and also a maintenance report. The applicant shall also submit an energy consumption plan.*

#### **3.3.4.7 Electricity from renewable energy sources (CAN)**

100% of the energy must be from renewable energy sources as defined in Directive (EU) 2018/2001 on the promotion of the use of energy from renewable sources. This electricity must also be labelled accordingly. The electricity consumed must correspond to the supplied proofs of

origin for the purchased electricity. The possibility of double counting electricity from renewable energy sources drawn from the grid must be effectively excluded.

### **0.5 points**

#### **Compliance verification**

*The applicant shall declare compliance with the requirement for the use of electricity from renewable energy sources and submit the electricity labelling data as verification (Annex from RAL).*

*Verifications for international sites must comply with the requirements in EU Directive 2018/2001/EU (Article 19). This can be verified, for example, with "Full Membership" of the Association of Issuing Bodies(<https://www.aib-net.org/facts/aib-member-countries-regions/aib-members>). Other verifications may need to be examined in individual cases.*

*These verifications must be re-submitted for every year of the term of the contract on the use of the environmental label.*

#### **3.3.4.8 Electricity from renewable energy sources with an environmental label (CAN)**

In addition, the purchased electricity must also promote the production of additional electricity from renewable energies or investment in energy transition products outside of the expansion path. The purchased electricity should not have any avoidable negative impact on the environment.

### **3 points**

#### **Compliance verification**

*The applicant shall submit verification that the energy supply company has been certified in accordance with the Grüner Strom (Green Electricity) label or the OK Power label.*

#### **3.3.4.9 Creation of a protection concept for open spaces (MUST – for events held outside)**

The applicant must submit a concept for the protection of nature and open spaces that, depending on the circumstances, includes the following information:

- A precise definition of the required protective measures
- How the measures are implemented (e.g.: protection of turf, tree roots or bodies of water; avoidance of damage due to buildings, structures, equipment, fire, chemicals, paints, faecal matter; marking or reinforcement of paths, etc.)
- How the protective measures are communicated to employees and participants

### **Compliance verification**

*The applicant shall submit the protection concept<sup>27</sup> and a description of how the protection concept is communicated both internally and also to the participants.*

#### **3.3.4.10 Environmental Officer<sup>28</sup> at the venue (MUST – for events held outside)**

An employee responsible for the implementation and monitoring of the environmental criteria must be present at the venue throughout the entire duration of the event (including the set-up and dismantling of the event). This employee can also be the person named as the Sustainable Event Officer in Paragraph 3.2.2.

### **Compliance verification**

*The applicant shall state the name of the Environmental Officer and their tasks.*

#### **3.3.4.11 Avoidance of damage to fields (MUST – for events held outside)**

- a) In order to avoid damage to fields, the set-up work/structures must be designed so that heavy goods vehicles only have to drive on paved roads to transport the event technology.
- b) If no paved roads are available, the ground must be protected against damage caused by heavy transport using suitable measures (e.g. floor protection mats or flooring systems designed to protect fields) and then restored using suitable recultivation measures (e.g. soil loosening).
- c) All of the parking areas designated for the event must be located on solid ground and not on green fields.

Exemption: Point c) is not obligatory for outdoor festivals.

### **Compliance verification**

*The applicant shall submit the agreement with the organiser and/or the protection concept.*

#### **3.3.5 Requirements for procurement and material and waste management**

##### **3.3.5.1 Disposal concept for the event venue (MUST)**

The event venue and also the tenant companies or main caterer at the event venue must have an up-to-date, written disposal concept in accordance with the German Commercial Waste Ordinance (GewAbfV) and German Circular Economy Act (KrWG).

The waste must be classified in accordance with the guidelines in the waste hierarchy (Section 3 (23) and 26 of the KrWG). Refer to Sections 7 to 11 and Sections 15 to 18 of the KrWG for the statutory rules applicable to the waste disposal process.

The disposal concept must contain at least the following aspects:

- Information on waste avoidance and waste separation in the event documentation and on the event website
- Names of the responsible persons

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<sup>27</sup> An example concept is available here: <https://www.berlin.de/sen/uvk/natur-und-gruen/stadt-gruen/oeffentliche-gruen-und-erholungsanlagen/besondere-nutzungen>

<sup>28</sup> It is possible for one person to hold the two roles of Environmental Officer and Sustainable Event Officer.

- Definitions of the guidelines/targets
- How employees will be trained – the training materials must also be made available to third parties: Suitable measures (e.g. written information or instructions) must be used to inform all employees and instruct them to avoid waste and also separate any unavoidable waste in accordance with the guidelines issued by the event venue or event.
- Collection of data on the amount of waste<sup>29</sup> and its documentation
- The use of reusable cups with a deposit system
- Decentralised separation of waste<sup>30</sup> at “waste recycling points” using pictograms and colour-coded labels. Target value: A minimum waste separation ratio of 70% must be achieved.
- Continuous emptying of the waste containers so that the different types of waste can be separated
- Inspections on arrival at the central waste collection centre
- Obligatory and more nuanced waste separation in the backstage area because special wastes can arise there (fats, problem substances or medical products)
- Regular inspections and sanctions in the event of violations

### **Compliance verification**

*The applicant shall submit the disposal concept. If the separate collection of waste is not possible at specific events due to their size, the verifications should focus on the waste data on which the calculations are based.*

#### **3.3.5.2 Checking and adapting the disposal concept (MUST)**

For events held at an event venue with a disposal concept:

- a) In cooperation with the event venue, the licence holder must examine whether the current disposal concept at the event venue is suitable for the specific event. If the disposal concept is unsuitable or insufficient, additional measures must be taken to ensure the best possible separation and disposal of waste. These measures should be defined in simple disposal concept.
- b) For events in event venues that are not obligated to create a disposal concept:  
The organiser or licence holder must create a disposal concept for the event. The disposal concept must focus on the area of waste avoidance and take all areas of the event into account – e.g. audience area, backstage, kitchen or catering, general office areas, stand structures, etc. – as well as any peculiarities specific to the event. In cooperation with the event venue, the organiser or licence holder must take all necessary measures to ensure the best possible separation and disposal of the waste as defined in the disposal concept.
- c) For outdoor events:  
A disposal concept must be created for the event. The disposal concept must focus on the area of waste avoidance (especially hazardous waste) and the avoidance of littering (e.g.

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<sup>29</sup> It must be possible to assign the waste to the respective event if multiple events are being held in parallel. If this is not possible, the applicant must explain why and submit an estimate for the amount of waste.

<sup>30</sup> In accordance with Article 3 of the Commercial Waste Ordinance (GewAbfV), the waste must be separated into the following fractions: 1. Paper, paperboard and cardboard with the exception of sanitary paper, 2. Glass, 3. Plastic, 4. Metal, 5. Wood, 6. Textiles, 7. Biowaste according to Section 3 (7) of the German Circular Economy Act; subdivided into packaged biowaste, especially packaged food waste, and unpackaged biowaste, and 8. other waste fractions contained within the described wastes in Section 2 (1) letter b) (other municipal wastes)

including cigarette butts) and take all areas of the event into account – e.g. audience area, backstage, kitchen or catering, general office areas, stand structures, etc. – as well as any peculiarities specific to the event. The organiser or licence holder must take all necessary measures to ensure the best possible separation and disposal of the waste as defined in the disposal concept.

Exemption: If the event is expected to generate less than 100kg of waste (including food waste), a disposal concept is not required.

### **Compliance verification**

*The applicant shall submit the disposal concept. The applicant shall also provide verification of the concept for each organiser. The organiser must retain the receipts from the disposal company about the correct disposal of the waste in case any follow-up reviews are required.*

#### **3.3.5.3 Key waste indicators (MUST)**

The anticipated amount of waste must be estimated before the event.

Data on the amounts of each type of waste must then be collected during the event and used as key waste indicators. The licence holder and/or organiser must use these key waste indicators to make quality improvements internally and also provide them to the awarding body on request.

Exemption: If the event is expected to generate less than 100kg of waste (including food waste), it is not necessary to record the key waste indicators.

### **Compliance verification**

*The applicant shall submit a declaration about the estimated amount of waste before the event. The applicant shall also submit a coherent concept for the planned collection of the types and quantities of waste actually generated at the event.*

#### **3.3.5.4 Environmentally friendly disposal of waste water from mobile dishwashers (MUST)**

Mobile dishwashers must be connected to the public waste water disposal system or operated in accordance with a waste water disposal concept.

### **Compliance verification**

*The applicant must describe the technology used in the mobile dishwasher system.*

#### **3.3.5.5 Collection of energy consumption data and data for the GHG calculation (MUST)**

The organiser or licence holder must collect data on at least the electricity consumption (where possible also on the heat utilisation) and the GHG emissions either overall or in the individual sections of the event and use this data to optimise future events and/or offset the greenhouse gas emissions. He/she must provide the data to the awarding body on request.



To calculate the carbon footprint for the event, the use of the UBA CO2 calculator <sup>31</sup> for events is recommended.

### **Compliance verification**

*The applicant shall submit suitable documentation such as an energy concept, plans of the metering points, etc.*

#### **3.3.5.6 Use of resources: paper / printing (MUST)**

Any printed matter relevant to the event (invitations, conference folders, documentation, posters, etc.) must be avoided as far as possible and paperless/digital communication and information should predominantly be used.

If printed matter is absolutely necessary, however, it should be produced with a minimal use of resources: small circulation, small printing format, double-sided copying, replacement with electronic data media, mail services, Internet, apps, QR codes, etc.

The exhibitors must be informed about the requirements for this criterion and asked to confirm their compliance in writing.

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion (e.g. an agreement with the organiser).*

*The applicant shall submit corresponding information and the request for exhibitors to comply with this criterion.*

#### **3.3.5.7 Paperless event (CAN)**

No paper is used in the entire public sphere of the event (from the invitation though to information at the venue) (this also applies to advertising and sponsoring).

### **2 points**

### **Compliance verification**

*The applicant shall submit a declaration of agreement from all participants (e.g. an agreement with the organiser or sponsors).*

#### **3.3.5.8 Quality of the paper in printed matter for the event (MUST)**

The paper used for external printing orders must be certified with an environmental label according to ISO 14024.

The exhibitors must be informed about the requirements for this criterion and asked to confirm their compliance in writing.

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<sup>31</sup> [https://uba-event-free.co2-rechner.pro/de\\_DE/project/dataset/](https://uba-event-free.co2-rechner.pro/de_DE/project/dataset/)

### **Compliance verification**

*The applicant shall submit verification of the paper used in the form of invoices and/or declarations from the manufacturers. The applicant shall submit corresponding information and the request for exhibitors to comply with this criterion.*

#### **3.3.5.9 Digital printing/advertising banners/flags/stage scenery for organisers (MUST)**

All digital printing/advertising banners/flags incl. stage scenery ordered by the organiser must be PVC-free and solvent-free.

Exemption: Materials produced by sponsors (the CAN criterion 3.3.5.10 applies to these materials).

### **Compliance verification**

*The applicant shall submit the orders placed with the service providers as verification.*

#### **3.3.5.10 Digital printing/advertising banners/flags/stage scenery for sponsors (CAN)**

All digital printing/advertising banners/flags incl. stage scenery ordered by sponsors is PVC-free and solvent-free.

### **1 point**

### **Compliance verification**

*The applicant shall submit the communication with the sponsors for the event as verification and a declaration from the sponsors.*

#### **3.3.5.11 Printed matter for the event certified with an environmental label (CAN)**

Printed matter is produced in accordance with the requirements in the Blue Angel or EU Ecolabel for printed matter by licensed printing companies and is also correspondingly labelled.

### **2 points**

### **Compliance verification**

*The applicant shall submit the order confirmation or invoice from the printing company that verifies the environmental quality of the printed matter.*

#### **3.3.5.12 Restriction on giveaways (MUST)**

The organiser must

- a) avoid the use of giveaways that cause large amounts of waste or environmentally harmful waste, e.g. disposable drinks packaging, products with batteries or rechargeable batteries.
- b) If these giveaways cannot be avoided, the organiser must use environmentally friendly alternatives that produce no waste or as little waste as possible.

Sponsors must be actively encouraged to comply with this criterion by the organiser. The organiser must produce a self-declaration for the sponsors to sign for this purpose.

### **Compliance verification**

*The applicant shall submit the contractual agreement with the organiser and/or the self-declaration for the sponsors.*

#### **3.3.5.13 Giveaways or merchandising products from the organiser and sponsors (CAN)**

- a) The use of giveaways is avoided and/or (1.5 points)
- b) The use of merchandising products is avoided. (1.5 points)
- c) Bags, rucksacks, carrier bags and similar items are not provided to participants. (2.5 points)

### **Maximum of 5.5 points**

### **Compliance verification**

*The applicant shall submit a description of their compliance with the requirement.*

#### **3.3.5.14 Acquisition of new office equipment in the seminar sector (MUST)**

In general, the purchase of new office equipment should be avoided and equipment should preferably be leased. If the procurement of new office equipment is unavoidable, the licence holder or organiser must only purchase energy-efficient equipment (latest standard for TCO certified<sup>32</sup>, environmental label according to ISO 14024) or used (reconditioned) equipment when purchasing office equipment (PCs, laptops, monitors, printers, etc.). If appropriately certified devices are not available on the market, the applicant shall explain the situation. The applicant shall explain here that he or she has used the databases provided by the stated environmental labels and, if relevant, contacted appropriate suppliers.

Supplementary requirement: When purchasing new office equipment and office supplies, the organiser must look out for products certified with the Blue Angel if they are available.

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion (e.g. an agreement with the organiser) and corresponding invoices must be retained as verification.*

#### **3.3.5.15 Leased office equipment (CAN)**

At least 50% of the electronic office equipment (PCs, laptops, computer monitors, projectors, printers, etc.) leased from external companies for the event are TCO certified<sup>32</sup> or have an environmental label according to ISO 14024.

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<sup>32</sup> <https://tcocertified.com/product-finder/>

## **1.5 points**

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion with verifying documentation.*

#### **3.3.5.16 Cleaning (CAN)**

- a) At least three of the following products with an environmental label (according to ISO 14024) must be used for cleaning the event venue by the licence holder or operator of the event venue: hand dishwashing detergent, detergent for dishwashers, laundry detergent, all-purpose cleaner, sanitary cleaner, floor cleaner. (1 point)
- b) Cleaning personnel must be instructed in the economic and correct use of the cleaning agents. (1 point)
- c) Alternatively: A company certified with the EU Ecolabel for building cleaning services is mainly responsible for the cleaning the event venue. (1 point)

## **Maximum of 2 points**

### **Compliance verification**

*The applicant shall name the products and also retain and submit corresponding data sheets for the cleaning agents/receipts/training documents as verification.*

#### **3.3.5.17 Measures to save drinking water (CAN)**

- a) All flushing cisterns for the toilets have either an automatic or manual flush-stop button or a 2-button system or they are designed to use a maximum of 6 litres of water per flush.
- b) Urinals are waterless or equipped with an automatic (time limited) or manual control in order to ensure that no continuous flushing takes place and that uninterrupted flushing is avoided.
- c) The water flow from the taps in the sanitary facilities is lower than 9 litres/minute.
- d) Taps in the sanitary facilities are equipped with an automatic control.
- e) Rainwater and/or grey water is collected and used in the operation of the event (e.g. for watering, flushing the toilets, etc.)
- f) The measures are regularly inspected (e.g. as part of facility management) to ensure they are functioning properly.

## **0.5 points per subpoint – maximum of 2 points**

### **Compliance verification**

*The applicant shall submit a detailed description of their compliance with this requirement.*

#### **3.3.5.18 Economical irrigation (CAN)**

The company has a documented process for the irrigation of open spaces/plants, including information on how water consumption is reduced and how the irrigation times have been optimised. This can also include non-irrigation of open spaces.

Or:

The company uses an automated system that optimises the irrigation times and the water consumption for irrigating the gardens and plants outside.

### **1.5 points**

#### ***Compliance verification***

*The applicant shall submit a detailed description of their compliance with this requirement.*

#### **3.3.5.19 Use of alternative water (CAN)**

The company uses water on its premises from the following alternative sources as process water (i.e. not for hygiene purpose and not as drinking water): reprocessed water or grey water from showers and/or washbasins or collected rainwater or condensed water from heating, ventilation or air-conditioning systems.

### **1 point**

#### ***Compliance verification***

*The applicant shall submit a detailed description of their compliance with this criterion.*

#### **3.3.5.20 Advertising banners (CAN)**

- a) The advertising banners incl. privacy screens are designed to be reusable and are taken back by the advertising companies and reused (no years or dates printed on them etc.). (1.5 points)
- b) The advertising banners are recycled or upcycled. (1 point)
- c) The advertising banners are produced in an environmentally friendly way (using recycled materials) (0.5 points)

### **Maximum of 2 points**

#### ***Compliance verification***

*The applicant shall submit the design of the advertising banners, the agreement with the advertisers and the contracts with the recycling or upcycling companies.*

#### **3.3.5.21 Decorations<sup>33</sup> and flower arrangements (CAN)**

- a) The event does not use decorations or flower arrangements. (1.5 points)

Or:

Decoration elements are reduced to a minimum and (0.5 points each):

- b) are reusable and also actually reused

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<sup>33</sup> This criterion only refers to those decoration elements that are not already covered by other requirements.

- c) are made of environmentally compatible or natural materials (e.g. out of domestic woods, natural fibres, etc.)
- d) designed to minimise emissions caused by their transport
- e) are recyclable and actually sent for recycling

Flower/plant arrangements (0.5 points each):

- f) consist of fair trade flowers/plants
- g) Rented plants or plants from the organisers own stocks are used.
- h) Plant pots (e.g. for herbs or flowers) are used that are either reused in other events or given to participants.

**Maximum of 1.5 points**

***Compliance verification***

*The applicant shall submit a description of their compliance with the requirement (e.g. agreement with the organiser) and, if relevant, shall submit the invoices and manufacturer's declaration.*

**3.3.5.22 Use of stage materials (CAN)**

If stage materials (molton) are used:

- a) The stage materials are used multiple times (rental curtains) or (2 points)
- b) Cotton materials (with a high recycled content of > 50%), which the organiser can verify are sent for recycling, are used (1.5 points)
- c) Cotton materials (with a high recycled content of > 50%) are used (1 point)

**Maximum of 2 points**

***Compliance verification***

*The applicant shall submit product descriptions from the manufacturer and the delivery note. In the case of variant b), the applicant shall also submit the receipts from the disposal company for the recycling of the cotton materials.*

**3.3.5.23 Guidance system (CAN)**

The elements of the guidance system are reusable.

**0.5 points**

***Compliance verification***

*The applicant shall submit a description of the guidance system, including verification that it is reusable.*

#### **3.3.5.24 Optimising the direct energy consumption of hybrid events (CAN)**

The processes at the hybrid event have been optimised where possible to save energy (at least 2 of the following measures or the organiser's own measures):

- Selection of a service provider who uses renewable energies
- Limiting the duration of the virtual transmission
- Optimising the rehearsal times (event playbook)
- Technical checks of end devices used by viewers and optimising the transmission on this basis
- Optimising the transmission during breaks
- Making the stream available in different resolutions
- Providing information to online participants on how to optimise their settings

**1 point**

#### ***Compliance verification***

*The applicant shall submit suitable documentation.*

#### **3.3.5.25 Use of materials (CAN)**

Environmentally friendly materials or recovered materials/products are mainly used for the stage furnishings, props and costumes:

- a) Reusable products/materials. (2 points)
- b) Products certified with an environmental label according to ISO 14024. (1 point)

**Maximum of 3 points**

#### ***Compliance verification***

*The applicant shall describe the materials, name the environmental label and submit verification of the reuse of the materials in the form of invoices, photographic documentation/declarations.*

#### **3.3.5.26 Make-up sets (CAN)**

- a) The make-up sets must regularly contain at least three cosmetic products with an environmental label according to ISO 14024 or another organic or natural cosmetic certificate. (1 point)
- b) Small packages of soap and shower gel are avoided (refills). (0.5 points)

**Maximum of 1.5 points**

#### ***Compliance verification***

*The applicant shall name the products, their certification and the packaging sizes and also submit invoices for the products.*

### **3.3.5.27 Environmental standards at partner companies and subcontractors (CAN)**

Partner companies, subcontractors or other providers of purchased services for the event (event technology companies, cleaning companies, etc.) have participated in an environmental certification programme (e.g. EMAS, ISO 14001, klimaaktiv, Ökoprofit etc.).

**1 point per service provider – maximum of 3 points**

#### ***Compliance verification***

*The applicant shall submit the certificates from the companies.*

### **3.3.5.28 Only for trade fairs and conferences**

The requirements stated below are only applicable to trade fairs and conferences and are supplemental to the general requirements for this ecolabel.

#### **3.3.5.28.1 Contractual agreements with exhibitors (MUST)**

The licence holder or organiser must conclude the following contractual agreement with all exhibitors:

- a) Waste generated at the stands must be separated and properly disposed of in accordance with the guidelines in the waste management system for the event.
- b) No disposable crockery (cups, plates, cutlery, etc.) may be used to serve visitors to the stand. Drinks must only be served from reusable containers or large containers<sup>34</sup>.
- c) If exhibited products cannot be tasted by visitors using reusable crockery, the products may be served on small disposable tasting dishes made of paper (without any PFAS) or in edible wafer cones/cups.
- d) Any materials used at the event that are the responsibility of the exhibitor (stands, roll-ups, decorations, floor coverings, etc.) must be reusable.

#### ***Compliance verification***

*The applicant shall submit a declaration of compliance with the criterion and a contractual agreement.*

#### **3.3.5.28.2 Reuse of carpets (MUST)**

If it is not possible to avoid the use of carpets and rugs, exhibitors may use environmentally certified carpets/carpet tiles that are reusable or which have an associated recycling system.

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<sup>34</sup> Reusable containers include reusable casks, bottles, tanks, etc. in drinks dispensers or drinks in reusable bottles. Large containers are packages bigger than 2.5 litres, such as canisters, bag in boxes, etc. An exemption applies to wine, sekt, sparkling wine and similar which can be served from 0.75 litre containers or larger and to spirits which should be served from the largest available container and not from portioned packages. If the product is not available in large containers or reusable systems, the drinks containers must be collected separately and sent for recycling.



### **Compliance verification**

*The applicant shall submit a declaration about the type (carpet/carpet tile), quantity (in square metres) and the intended reuse of the carpets or their recycling.*

#### **3.3.5.28.3 Reuse of exhibition stands (CAN)**

a) The exhibition/trade fair stands are provided by the event (organiser or event venue) and either the whole stand or its materials/components are reused. (3 points)

Or:

- b) The exhibition stands are supplied and built by the exhibitors themselves and reused multiple times:
- ♦ 10% of exhibitors: 1 point
  - ♦ 25% of exhibitors: 1.5 points
  - ♦ 50% of exhibitors: 2 points
  - ♦ 100% of exhibitors: 3 points

**Maximum of 3 points**

### **Compliance verification**

*The applicant shall submit a detailed description of the reuse of the stands and the corresponding delivery notes.*

#### **3.3.5.28.4 Environmentally friendly exhibition stands (CAN)**

50% of the trade fair or exhibition stands exclusively use energy-saving lighting systems (LED systems, energy-saving bulbs, automatic time and daylight controls, etc.).

**1 point**

### **Compliance verification**

*The applicant shall submit a detailed explanation of the type of stands (with plans, images if possible).*

#### **3.3.5.28.5 Reduction of printed matter in the exhibition area (CAN)**

At least 50% of the exhibitors (exhibiting companies) have signed an agreement that they will reduce the distribution of printed matter and have explained how they will achieve this. Any printed matter is produced by licensed printing companies in accordance with the requirements in the Blue Angel or EU Ecolabel for printed matter and is correspondingly labelled.

**1.5 points**

### **Compliance verification**

*The applicant shall submit the agreement and the names of the exhibiting companies who have signed it.*

### **3.3.5.28.6 Conference folders (CAN)**

- a) No conference folders are provided, not even by sponsors. (1.5 points)
- b) Conference folders made of paper/cardboard are produced by licensed printing companies in accordance with the requirements in the Blue Angel or EU Ecolabel for printed matter and are correspondingly labelled. (0.5 points)
- c) Conference folders are produced in a workshop that uses and supports socially disadvantaged persons or they are fair trade conference folders. (0.5 points)

**Maximum of 1.5 points**

#### ***Compliance verification***

*The applicant shall submit a declaration that no folders are used (e.g. the agreement with the organiser) or information on the materials and production processes used and shall also state the sources of origin.*

### **3.3.5.29 Avoidance of waste due to abandoned tents (MUST – only for festivals with a campsite)**

The MUST requirements stated below are only applicable for festivals with campsites and are supplemental to the general requirements for this Blue Angel ecolabel.

Applicants are not required to comply with all of the criteria a) - d) in this section.

- a) Charging a tent deposit that is repaid at the end of the festival when the tent is (verifiably) taken away again.

And/or:

- b) Providing room systems that can be rented by visitors (tents, containers, mobile homes, etc.). The room systems will be set up by the organiser before the event and dismantled again at the end of the event.

And/or:

- c) Setting up rental stations for camping equipment (also reduces the number of visitors travelling by car because it reduces their baggage).

And/or

- d) Setting up a system for visitors to donate tents that are no longer required at the end of the festival for reuse in the future (the organiser collects the donated tents and ensures that they are passed on to the organisations accepting the donations).

#### ***Compliance verification***

*The applicant shall submit a description of the planned measures.*

### **3.3.6 Requirements for the catering**

The requirements apply to

- a) Event catering
- b) Catering in catering companies
- c) Sales stands with culinary offerings

Many of these requirements are considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.

#### **3.3.6.1 Provision of catering services (MUST)**

The licence holder or organiser must order the catering in accordance with the following requirements and monitor its implementation. The order must contain a precise description of the MUST requirements for catering companies stated below and an explanation of which verifications are required from the catering partner. This also applies to in-house orders.

##### ***Compliance verification***

*The applicant shall submit the order with the catering company and the signed contract/signed quotation.*

#### **3.3.6.2 Use of reusable cups (MUST)**

If cups are used for serving drinks, they must be reusable cups.

Exemption: Cups with a volume of less than 0.2 litres.

##### ***Compliance verification***

*The applicant shall submit the contractual agreement with the catering company. This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.3 Reusable packaging or large packaging for drinks (MUST)**

- a) Drinks must be exclusively purchased in large containers and/or reusable containers. The drinks must be served from reusable bottles or in accordance with the stated criteria.
- b) No use of portioning machines with disposable single portion packaging for coffee and tea. This criterion also applies to drinks provided by sponsors.

Exemption: Products that are not available on the market in large or reusable packaging are exempt from this criterion.

##### ***Compliance verification***

*The applicant shall submit the contractual agreement with the catering company. This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.4 Disposal of food waste (MUST)**

Food and meal waste must be properly disposed of in an environmentally friendly way (if possible, biogas plant or composting).

### **Compliance verification**

*The applicant shall submit the corresponding disposal concept (this may also be the disposal concept for the venue or event if suitable).*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.5 Planning to avoid food waste (MUST)**

The catering requirements must be calculated and organised to avoid food waste and wasted meals<sup>35</sup>.

### **Compliance verification**

*The applicant shall submit the agreement with the catering company that explains how this requirement is fulfilled. The applicant shall also submit documentation on how this solution is communicated externally.*

#### **3.3.6.6 Energy saving refrigeration (MUST)**

No open front coolers may be used at the event.

### **Compliance verification**

*The applicant shall submit the contractual agreement with the catering company.*

#### **3.3.6.7 No heating of outdoor areas with electricity or gas heaters (MUST)**

Electricity or gas heaters must not be used to heat outdoor areas at the event.

Exemption: This requirement does not apply to employees and persons with restricted mobility.

### **Compliance verification**

*The applicant shall submit an agreement to verify compliance with the requirement (e.g. a contract with the organiser).*

#### **3.3.6.8 Avoiding waste in the crockery used for food and in furnishings and decorations (CAN)**

- a) Only reusable crockery (plates, dishes) and reusable cutlery are used (3 points)  
and
- b) Use of biodegradable<sup>36</sup> disposable crockery and cutlery. If biodegradable disposable crockery and cutlery are used, the organiser must ensure that this waste is collected separately and disposed of as biowaste at the end of the event. (2 points)
- c) Use of reusable tablecloths (2 points)

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<sup>35</sup> Examples: precise calculation; smaller amounts of the meals are delivered but at more frequent intervals so they are fresh. Also see the UBA guidelines: [https://www.umweltbundesamt.de/sites/default/files/medien/1968/publikationen/161021\\_factsheets\\_1-10\\_bf.pdf](https://www.umweltbundesamt.de/sites/default/files/medien/1968/publikationen/161021_factsheets_1-10_bf.pdf)

<sup>36</sup> According to the German Biowaste Ordinance (Bioabfallverordnung – BioAbfV)

and

- d) Use of reusable or biodegradable<sup>36</sup> decorations. If biodegradable decorations are used, the organiser must ensure that this waste is collected separately and disposed of as biowaste at the end of the event. (1 point)

**Maximum of 8 points**

***Compliance verification***

*The applicant shall submit the contractual agreement with the catering company.*

**3.3.6.9 Donation of leftover catering products (CAN)**

The event has a solution for any leftover food or meals. Participants or employees are allowed to take leftover food with them and e.g. takeaway boxes are provided for this purpose. Additionally or alternatively, leftover food is donated to local charitable associations or the needy. This process is communicated to participants before and during the event.

**2 points**

***Compliance verification***

*The applicant shall submit the agreement with the catering company that explains how this requirement is fulfilled. The applicant shall also submit documentation on how this solution is communicated externally.*

**3.3.6.10 Tap water as a service for participants (CAN)**

Tap water is made available to participants free of charge during the event.

**2 points**

***Compliance verification***

*The applicant shall submit information on how this is implemented.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

**3.3.6.11 Use of tap water instead of mineral water (CAN)**

Only tap water is offered to customers (e.g. in glass bottles or carafes; carbonated if desired). This means that the event does not use packaged mineral water or containers filled with mineral water.

**1 point**

***Compliance verification***

The applicant/commissioned caterer shall declare compliance with the requirement and also submit photographic documentation of how the tap water is served.

### **3.3.6.12 Seasonal food (MUST)**

At least two main ingredients of the meals must be seasonal<sup>37</sup> fruit and vegetables.

#### **Compliance verification**

*The applicant shall name the products and producers and verify that they are included in the final order to the caterer.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.6.13 Seasonal agricultural products: fruit and vegetables (CAN)**

The following ingredients are sourced 100% from seasonal<sup>38</sup> farming (0.5 points each)

- a) Vegetables
- b) Salads
- c) Fruit

#### **Maximum of 1.5 points**

#### **Compliance verification**

*The applicant shall name the products and producers and verify that they are included in the final order to the caterer.*

### **3.3.6.14 Biological products (MUST)**

At least 60 % (measured by monetary value) of the products of non-animal origin must be sourced from controlled biological cultivation and comply with the requirements of Regulation (EU) 2018/848 (Organic Production Regulation).

#### **Compliance verification**

*The applicant/commissioned caterer shall declare compliance with the requirement and verify compliance with a certificate from one of the following certification systems:*

- German organic logo (Bio-Siegel)<sup>39</sup>
- EU organic logo<sup>40</sup>
- Organic AHV logo in Gold<sup>41</sup>

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.6.15 Use of fair trade products (MUST)**

Only certified fair trade products may be used for products in the following groups:

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<sup>37</sup> See definitions in Paragraph 1.4.

<sup>38</sup> See definitions in Paragraph 1.4.

<sup>39</sup> <https://www.oekolandbau.de/bio-siegel/>

<sup>40</sup> [https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo\\_de](https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo_de)

<sup>41</sup> <https://www.bmel.de/DE/themen/landwirtschaft/oekologischer-landbau/bio-ausser-haus-verpflegung.html>

- Rice
- Cocoa and products containing cocoa
- Coffee and products containing coffee
- Tea (in the sense of the tea plant *camellia sinensis*) and products made of tea
- Bananas
- Pineapple
- Orange juice
- Quinoa
- Nuts and other edible nuts such as peanuts or cashew kernels
- Spices (e.g. pepper, cinnamon, cloves, turmeric, curry, cardamom, nutmeg, ginger, vanilla)
- Palm oil

The products must have been verifiably cultivated, harvested and processed in their country of origin in accordance with the stated criteria for fair trade:

- Compliance with the ILO fundamental labour standards<sup>42</sup> in agricultural production (cultivation, harvesting) is obligatory.
- Payment of at least the Fairtrade minimum price<sup>43</sup> to the producer for the agricultural commodity or for a product in the next highest processing stage. If no Fairtrade minimum price has been defined, the licence holder must pay a price 10 % above the normal market price<sup>44</sup> or a monetary bonus (of whatever amount) in addition to the normal market price.

This requirements does not apply if it can be verified that the respective product was produced in

- one of the countries of the European Economic Area or in Switzerland or the United Kingdom or one of the following countries that has a customs union with the above-mentioned countries:
- Canada
- USA
- Japan
- South Korea
- Taiwan
- Australia
- New Zealand
- Israel

### **Compliance verification**

*The applicant/commissioned caterer shall declare compliance with the requirement. If using the stated products, the applicant shall also verify in each case that the product either:*

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<sup>42</sup> Freedom of association and right to collective bargaining, elimination of forced labour, elimination of child labour, elimination of discrimination in respect of employment and occupation, occupational safety and health (see <https://www.ilo.org/berlin/arbeits-und-standards/kernarbeitsnormen/lang--de/index.htm>)

<sup>43</sup> <https://www.fairtrade.net/standard/minimum-price-info>

<sup>44</sup> The normal market price is the price on the free market (without fair standards) for comparable products.

i) carries one of the following labels:

- Fairtrade<sup>45</sup>
- GEPA<sup>46</sup>
- El Puente<sup>47</sup>
- BanaFair<sup>48</sup>
- fair for life (IMO Institute)<sup>49</sup>
- Naturland Fair<sup>50</sup>
- Hand in Hand (Rapunzel)<sup>51</sup>

or a comparable label<sup>52</sup>.

ii) or that the agricultural producer of the products has been certified according to the standard of the Fairtrade Labelling Organization (FLO), the standard from Naturland Fair or a comparable standard and that the producer was paid the Fairtrade minimum price or a monetary bonus for the product.

iii) are from a producing country in which no label is required.

Delivery notes and/or invoices that verify this information should be enclosed.

In the case of event catering, the same verifications must also be provided for the products used in at least ten different meals (catering service for the ecolabel.).

This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.

### **3.3.6.16 Exclusive use of fish, fish products and seafood from managed stocks (MUST)**

Any fish, fish products and seafood used must be exclusively sourced from sustainable fisheries or responsible aquacultures.

#### **Compliance verification**

The applicant shall declare compliance with the requirement by submitting the final contract with the caterer and shall verify compliance with a certificate from one of the following certification systems:

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<sup>45</sup> <https://www.fairtrade-deutschland.de>

<sup>46</sup> <https://www.gepa.de/home.html>

<sup>47</sup> <https://www.el-puente.de/>

<sup>48</sup> <https://www.banafair.de/>

<sup>49</sup> <https://www.fairforlife.org/>

<sup>50</sup> <https://www.naturland.de/de/naturland/wofuer-wir-stehen/fair.html>

<sup>51</sup> <https://www.rapunzel.de/hand-in-hand.html>

<sup>52</sup> Comparable quality labels must include an independent audit according to ISO 17065 of compliance with the ILO fundamental labour standards in the cultivation and harvesting processes. Comparable certifications of the agricultural producers (without a quality label on the product) must include an independent audit according to ISO 17065 of compliance with the ILO fundamental labour standards in the cultivation and harvesting processes. The audit must also be submitted.



- MSC label (Marine Stewardship Council)<sup>53</sup>
- ASC label (Aquaculture Stewardship Council)<sup>54</sup>
- EU organic logo<sup>55</sup>
- An equivalent certification system whose scope and requirement standards is equivalent to one of the named certification systems will also be accepted. The equivalence of the certification system must be confirmed by an independent environmental verifier. Alternatively, individual verifications in accordance with the criteria and verification requirements of one of the named certification systems may be presented if an equivalent level of protection can be achieved. The equivalence of the individual verifications must be confirmed by an independent environmental verifier.

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.6.17 Requirement for species-appropriate animal husbandry when using products of animal origin (MUST)**

If products of animal origin are used, the percentage shares of animal products (measured by monetary value) from species-appropriate animal husbandry according to the animal welfare requirements in Regulation (EU) 2018/848 (Organic Production Regulation) stated in Table 1: Obligatory proportion of animal products from species-appropriate animal husbandry [%] in relation to the total amount of products from animal origin must be observed. Certain product groups, particularly those from fishing and hunting activities, are not available with labels confirming species-appropriate animal husbandry. These products can be left out of the calculations. Chicken eggs from production methods 0 and 1 are considered to be from species-appropriate animal husbandry.

Table 1: Obligatory proportion of animal products from species-appropriate animal husbandry [%] in relation to the total amount of products from animal origin

<b>Year</b>	<b>Reference value (in %)</b>
2025	80
From 2026	90

#### **Compliance verification**

*The applicant/commissioned caterer shall declare compliance with the requirement and verify compliance with a certificate from one of the following certification systems:*

- EU organic logo<sup>56</sup>
- A label for a farming association listed under [Ökolandbau](#)
- An equivalent certification system (such as the Neuland label<sup>57</sup>), whose scope and requirement standards with respect to species-appropriate animal husbandry are equivalent to one of the named certification systems will also be accepted. The equivalence of the certification system must be confirmed by an independent environmental verifier.

<sup>53</sup> <https://www.msc.org/de>

<sup>54</sup> <https://de.asc-aqua.org/asc-siegel/>

<sup>55</sup> <https://www.bmel.de/DE/themen/landwirtschaft/oekologischer-landbau/bio-siegel.html>

<sup>56</sup> [https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo\\_de](https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo_de)

<sup>57</sup> <https://www.neuland-fleisch.de/>

- *Alternatively, individual verifications in accordance with the criteria and verification requirements of one of the named certification systems may be presented if an equivalent level of protection can be achieved. The equivalence of the individual verifications must be confirmed by an independent environmental verifier.*
- *Alongside the stated labels, chicken eggs must also have a stamp for production methods 0 and 1 to verify species-appropriate animal husbandry.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.6.18            Primarily vegetarian or vegan catering (MUST)**

The meals offered by the event catering must be primarily vegetarian or vegan.

#### **Compliance verification**

*The applicant must submit the contractual agreement with the catering company or the final catering contract.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering service certified according to DE-UZ 229.*

### **3.3.6.19            Exclusively vegetarian or vegan event catering (CAN)**

The range of meals offered by the event catering service are exclusively vegetarian or vegan.

**3 points**

#### **Compliance verification**

*The applicant/commissioned caterer shall declare compliance with the requirement and verify the vegetarian or vegan meals by submitting menu cards for the services offered with the eco-label.*

### **3.3.6.20            Exclusive use of organic products and products from species-appropriate animal husbandry (CAN)**

The catering is 100% organically certified. This also includes products of animal origin if they are used. Drinks must comply with the packaging criterion in Paragraph 3.3.6.4.

**5 points**

#### **Compliance verification**

*The applicant shall verify compliance with the criterion by submitting corresponding documentation (menu card, invoices, order notes, signed catering quote, etc.).*

*In the case of products of non-animal origin, the applicant shall verify compliance by submitting a certificate from one of the following certification systems:*

- German organic logo (Bio-Siegel)<sup>58</sup>
- EU organic logo<sup>59</sup>
- Organic AHV logo in Gold<sup>60</sup>

*In the case of products of animal origin, the applicant shall verify compliance by submitting a certificate from one of the following certification systems:*

- EU organic logo<sup>61</sup>
- A label listed under [https://www.oekolandbau.de/service/adressen/anbauverbaende/gelisteteten Anbauverbände](https://www.oekolandbau.de/service/adressen/anbauverbaende/gelisteteten-Anbauverbände)
- An equivalent certification system (such as the Neuland label<sup>62</sup>), whose scope and requirement standards with respect to species-appropriate animal husbandry are equivalent to one of the named certification systems will also be accepted. The equivalence of the certification system must be confirmed by an independent environmental verifier.
- Alternatively, individual verifications in accordance with the criteria and verification requirements of one of the named certification systems may be presented if an equivalent level of protection can be achieved. The equivalence of the individual verifications must be confirmed by an independent environmental verifier.
- Alongside the stated labels, chicken eggs must also have a stamp for production methods 0 and 1 to verify species-appropriate animal husbandry.

### **3.3.6.21 Additional catering quote for organic products (CAN)**

The licence holder has requested an alternative and comparably priced quote for organic products in order to at least consider offering an organic catering service.

#### **1.5 points**

#### **Compliance verification**

*The applicant shall upload the quote and, if it was not selected, state the reason why the organic quote was not chosen.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.6.22 Employee information (MUST)**

- All employees who contribute to the catering (e.g. purchasing, kitchen and service personnel) must be informed about the criteria.
- All employees at the venue must be informed about the legal provisions for the protection of young people and instructed to comply with them.

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<sup>58</sup> <https://www.oekolandbau.de/bio-siegel/>

<sup>59</sup> [https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo\\_de](https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo_de)

<sup>60</sup> <https://www.bmel.de/DE/themen/landwirtschaft/oekologischer-landbau/bio-ausser-haus-verpflegung.html>

<sup>61</sup> [https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo\\_de](https://agriculture.ec.europa.eu/farming/organic-farming/organic-logo_de)

<sup>62</sup> <https://www.neuland-fleisch.de/>

### **Compliance verification**

*The applicant shall submit the contractual agreement with the catering company and explain how this requirement is implemented.*

*Point a) is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.23 Communication of the special quality of the catering services externally (MUST)**

- a) The special quality of the catering services (e.g. seasonal or environmentally friendly products, fair trade products, etc.) must be clearly indicated (on table cards, daily menus, menus, etc.).
- b) All service employees must be trained so that they can also inform the guests about this special quality verbally.

### **Compliance verification**

*The applicant shall submit the contractual agreement with the catering company and the menus/place cards etc. or describe how this requirement is fulfilled (e.g. a diagram of the corresponding quality label).*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.24 Catering with an environmental label (CAN)**

The catering company is certified with an environmental label according to ISO 14024, such as the Blue Angel for Event Catering and Canteen Services (DE-UZ 229).

**3 points**

### **Compliance verification**

*The applicant shall name the company and the type of certification.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

#### **3.3.6.25 Catering with another certification or cooperation (CAN)**

The catering company/gastronomy company:

- a) holds the German organic logo / EU organic logo
- b) is a "slow food" partner

**2 points**

### **Compliance verification**

*The applicant shall name the company and the type of certification.*

### 3.3.6.26 Requirement to exclude the use of goods transported by air (CAN)

The use of products that are transported by aircraft must be avoided.

In particular, the products (which are very often transported by air) listed in Table 2: Overview of the relevant products and their country or countries of origin from the stated countries of origin may not generally be used.

Table 2: Overview of the relevant products and their country or countries of origin

<b>Product</b>	<b>Country of origin (goods transported by air)</b>
<b>Fish and water species</b>	
Nile perch fillets	Tanzania, Kenya, Uganda
Sea fish fillets	Sri Lanka, Iceland, Maldives, South Africa
Cape hake and deep-water Cape hake	South Africa
Lobster (living)	Canada, USA
Redfish, ocean perch and haddock fillets	Iceland
Other sea fish	Australia, Brazil, India, Senegal
Other freshwater fish	Kenya, Uganda
Swordfish fillets	Chile, Sri Lanka
Scallops	USA
Other types of hake	Canada
<b>Meat products</b>	
Boneless beef	Argentina, USA
Horse, donkey or mule meat	Canada, Mexico, Argentina
Venison	South Africa, New Zealand
Lamb/mutton	New Zealand
<b>Types of vegetables</b>	
Beans	Egypt, Kenya, Dominican Republic, Thailand
Other vegetables (e.g. tropical vegetables, bamboo shoots, herbs)	Thailand, India, Kenya, Dominican Republic
Peas	Kenya, Egypt
Asparagus	Peru, Thailand, USA
Cucumbers and gherkins	Jordan, Egypt
Fruits of the genus capsicum (e.g. hot chilis) and pimenta (e.g. Jamaica pepper)	Thailand, India, Kenya
Aubergines	Thailand, Ghana, India, Bangladesh
Lettuce	USA
Onions	Egypt, Turkey, Thailand
Leak and other alliaceous vegetables	Israel, South Africa
<b>Types of fruit</b>	
Guavas, mangos and mangosteen fruit	Pakistan, Brazil, Thailand, Dominican Republic
Papayas	Brazil, Thailand, Ghana, USA

<b>Product</b>	<b>Country of origin (goods transported by air)</b>
Pineapple	Ghana, Uganda, Soth Africa, Toga
Tamarind, cashew apples, lychees, jackfruit, sapodillo plums, passion fruit, carambola and pitahaya	Vietnam, Columbia, Malaysia, Thailand, South Africa
Strawberries	Egypt, Morocco
Other fruit (e.g. tropical fruits)	Columbia, Thailand, Vietnam
Table grapes	Egypt
Cherries	Canada, Chile, USA
Figs	Brazil
Almonds without shells	USA

Source: Own presentation with data from the Consumer Advice Centre Hesse (2010)

The products from the relevant countries of origin listed in Table 2 may still be used if the licence holder can confirm by producing corresponding, verifiable documentation that the products were not transported by air during their entire transport from the point of origin through to the place of use.

### **3 points**

#### **Compliance verification**

*The applicant/commissioned caterer shall declare compliance with the requirement, i.e. avoiding the use of the products listed in the table from the relevant countries of origin. If the exemption is utilised for individual product/country of origin combinations, the applicant shall for each product/country of origin combination*

a) *describe how the transport is carried out and*

b) *submit clear and verifiable documentation from the (pre-) suppliers to RAL gGmbH.*

*However, the applicant shall inform RAL gGmbH in advance about the planned use of this exemption before using the corresponding product. The compliance verifications described above must be enclosed.*

#### **3.3.6.27 Requirements for the use of environmentally friendly cleaning agents (CAN)**

The environmentally friendly cleaning agents must be certified by an environmental label according to ISO 14024, e.g. the Blue Angel or EU Ecolabel.

This applies to the following cleaning agents:

a) Hand dishwashing detergents, b) Dishwasher detergent, c) Laundry detergent, d) All-purpose cleaners, e) Sanitary cleaners, f) Glass cleaners, g) Hand washing detergent, including soap.

Cleaning agents must be used in accordance with the dosage recommendations issued by the relevant manufacturer, whereby dosage aids and the dosage recommendations must always be made easily accessible to employees on notices, stickers or similar.

Disinfectants may only be used where this is necessary to comply with statutory hygiene regulations.

## **1 point**

### **Compliance verification**

*The applicant shall verify the inclusion of the formulated requirements in the invitation to tender for the award of the contract and in the contract itself.*

*This requirement is considered to be fulfilled if the applicant has a contract with an event catering or canteen service certified according to DE-UZ 229.*

### **3.3.7 Communication requirements**

#### **3.3.7.1 Communication of the sustainable event internally within the event (MUST)**

The licence holder and organiser must communicate the measures and sustainability standards at the event to everyone involved in the organisation and implementation of the event at an early stage: in internal planning, contractual negotiations, invitations to tender. etc.

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion (e.g. agreement with the organiser) and corresponding verifications (e.g. e-mails, meeting minutes).*

#### **3.3.7.2 Communication of the sustainable event externally (MUST)**

- a) The licence holder and organiser must communicate the measures and sustainability standards at the event to participants, visitors, the audience and the general public at an early stage: in the invitation, during registration, via the website, on the programme folders, using a variety of different media, etc.
- b) Participants, visitors and the audience at the event must be encouraged and motivated to support the measures and participate in them.

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion (e.g. an agreement with the organiser) and corresponding verifications (e.g. screenshot of the website or digital media, invitation, press reports, etc.)*

#### **3.3.7.3 Contact person at the venue (MUST)**

A qualified contact person ("Sustainable Event Officer", see Paragraph 3.2.2) must be appointed and made available to all participants and the general public before, during (at the venue) and after the event for their enquiries.

Note: If the Sustainable Event Officer is responsible for multiple events being held at the same time, a Deputy Sustainable Event Officer who is present at the event venue can also be appointed.

### **Compliance verification**

*The applicant shall submit a description of their compliance with the criterion (e.g. an agreement with the organiser) and corresponding verifications.*

#### **3.3.7.4 Information for all participants on waste avoidance and waste separation at the venue (MUST)**

- a) All participants must be informed and instructed in a suitable way about the avoidance of waste and the separation of non-avoidable waste in accordance with the event guidelines.
- b) Multiple facilities for the practical and appropriate separation and collection of waste must be made available decentrally in the guest areas.

### **Compliance verification**

*The applicant shall submit a description of how he/she complies with this criterion and examples of already prepared materials that he/she intends to hand out to participants.*

#### **3.3.7.5 Communication of the environmental standards of the accommodation to participants (CAN)**

Participants, visitors or the audience are informed about accommodation with an environmental label or another environmental focus (organic certificate, "klima-aktiv" partner, etc.) and strongly recommended to use this accommodation. Information on how they can reach this accommodation in a climate friendly way (by foot, with local public transport, by bike) is also provided.

**1 point**

### **Compliance verification**

*The applicant shall submit verification of the communication measures (invitation, programme, website, etc.).*

#### **3.3.7.6 Feedback (MUST)**

The licence holder or organiser must use suitable measures to ask the participants and/or visitors and/or audience about their opinions or provide them with another means of giving feedback (written questionnaire, feedback function online in the test software, surveys, etc.). The results of the survey must be evaluated and entered into the test software before the next event is held at the latest.

### **Compliance verification**

*The applicant shall submit a description of his/her compliance and explain how this criterion is implemented (e.g. agreement with the organiser) and shall also enter the data into the test software after the event. It is sufficient to upload the evaluations into the test software in the form of a PDF file.*



### **3.3.7.7 Key indicators (CAN)**

Above and beyond the collection of the obligatory data in the MUST criteria, other data on measures for the sustainably held event is also collected and documented. The results are evaluated, used to improve subsequent events and submitted to the awarding body.

#### **3 points**

##### **Compliance verification**

*The applicant shall submit a declaration verifying how he or she complies with this criterion. (e.g. agreement with the organiser).*

### **3.3.7.8 Communication with local residents (CAN)**

Residents or other affected parties (e.g. local businesses) are informed about possible negative impacts and also about the environmental measures and social aspects at the event as part of the communication measures for the project.

#### **1 point**

##### **Compliance verification**

*The applicant shall submit verification of suitable communication measures.*

### **3.3.8 Social aspects**

#### **3.3.8.1 Minimum requirements for barrier-free access (MUST)**

Barrier-free access to the event venue must be evaluated with the aid of the checklist for barrier-free events<sup>63</sup>. All points must be addressed and comments provided in the event of non-compliance. The list must be published before the event to inform participants.

If possible, participants should be asked about any measures needed at the event to enable barrier-free access and these measures should then be implemented.

##### **Compliance verification**

*The applicant must address all of the points in the test software. The reasons for non-compliance with any of the points shall be given in the comments.*

#### **3.3.8.2 Awareness concept to combat sexualised violence (CAN)**

An awareness concept<sup>64</sup> has been developed that includes measures to prevent and deal with issues related to sexualised violence at the event.

#### **1 point**

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<sup>63</sup> [https://www.bundesfachstelle-barrierefreiheit.de/SharedDocs/Downloads/DE/Veroeffentlichungen/checkliste-barrierefreie-veranstaltung.pdf?\\_\\_blob=publicationFile&v=4](https://www.bundesfachstelle-barrierefreiheit.de/SharedDocs/Downloads/DE/Veroeffentlichungen/checkliste-barrierefreie-veranstaltung.pdf?__blob=publicationFile&v=4)

<sup>64</sup> The concept can be based on the awareness guidelines for events held in the City of Leipzig: [https://ratsinformation.leipzig.de/allris\\_leipzig\\_public/vo020?0--attachments-expandedPanel-content-body-rows-1-cells-2-cell-link&VOLFDNR=2012692&refresh=false](https://ratsinformation.leipzig.de/allris_leipzig_public/vo020?0--attachments-expandedPanel-content-body-rows-1-cells-2-cell-link&VOLFDNR=2012692&refresh=false)

### **Compliance verification**

*The applicant shall submit the concept.*

#### **3.3.8.3 Gender mainstreaming and diversity (CAN)**

- a) The design of the programme (0.5 points in each case)
  - ◆ uses gender-appropriate wording
  - ◆ focuses on gender equality
  - ◆ mentions other diversity aspects
- b) There are special offers for families / single parents (childcare, reduced day tickets for specific days of the event, participation in the supporting programme, etc.). (1.5 points)

**Maximum of 3 points**

### **Compliance verification**

*The applicant shall submit a declaration about how this criterion is fulfilled (e.g. programme, information on the website, etc.).*

#### **3.3.8.4 Other special services (CAN)**

Special services or measures are also offered to different groups of people where appropriate (0.5 points in each case):

- a) Special offers for seniors
- b) Special intercultural measures
- c) Discounts for certain groups (e.g. school children, students, recipients of welfare benefits, senior citizens)
- d) Other offers

**Maximum of 1.5 points**

### **Compliance verification**

*The applicant shall submit a description of how this criterion is fulfilled (e.g. programme, information on the website, etc.).*

#### **3.3.8.5 Offers concerning cultural or natural attractions in the local region (CAN)**

The supporting programme includes offers for cultural or natural attractions in the local region. (2 points)

The event supports social or cultural initiatives or offers them a platform to present themselves. (2 points)

**Maximum of 4 points**

### **Compliance verification**

*The applicant shall submit a description of how he/she complies with the criterion and explain which offers are planned (e.g. agreement with the organiser).*

#### **3.3.8.6 No promotion of excessive consumption of alcohol (CAN)**

- a) There is no happy hour at the event and
- b) Alcohol-free drinks are less expensive than alcoholic drinks<sup>65</sup>.

**1 point**

### **Compliance verification**

*The applicant shall submit a description of how he/she complies with the requirement (e.g. agreement with the organiser, drinks menu).*

#### **3.3.8.7 Low-barrier website (CAN)**

The event has a website with a barrier-free or low-barrier design that goes beyond the minimum requirements (conformance level A) (according to the Web Content Accessibility guidelines (WCAG) 2.2).

- a) 1 point for conformance level AA;
- b) 1.5 points for conformance level AAA.

**Maximum of 1.5 points**

### **Compliance verification**

*The applicant shall submit a declaration of conformity.*

#### **3.3.8.8 Barrier-free digital access at hybrid events (CAN)**

The hybrid section of the event is designed to provide barrier-free digital access (0.5 points in each case).

- a) The use of barrier-free features is communicated in an information mail or guide in advance.
- b) A sign language interpreter can be seen online.
- c) The transmission has also been optimised for weak Internet connections or mobile end devices.
- d) The event has its own chat function for technical questions.

Maximum of 1.5 points

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<sup>65</sup> This requirement goes further than "Article 6 serving of alcohol-free drinks" in the German Restaurant Code in which an alcohol-free drink must not be more expensive than an alcoholic drink.

### **Compliance verification**

*The applicant shall submit a description or screenshot of the measures and describe how they are implemented.*

### **3.3.9 Requirements for the event technology**

#### **3.3.9.1 Efficient use of the event technology by avoiding transport (MUST)**

The event technology is used efficiently due to the following measures: Existing technology at the event venue must be predominantly used if it satisfies the creative and artistic requirements of the event and is state-of-the-art with respect to energy efficiency and security.

### **Compliance verification**

*The applicant shall submit the technology concept.*

#### **3.3.9.2 Energy efficient technology (MUST)**

The event technology must have an energy-efficient design.

In order to be able to evaluate the energy efficient use of the event technology, the applicant must create and submit an energy consumption plan:

- a) All of the electrical consumers in the event technology must be known and their data sheets must be submitted if requested. When selecting between equipment of equal quality, preference should generally be given to equipment that is more energy efficient (e.g. for spotlights: luminous flux (lumen) per unit of electrical power (Watt)) Also see: The EU framework regulation for energy labelling (EU) 2017/1369.  
Companies must take energy labels with the new A-G ratings into account. They must create an energy consumption plan, which shows how all of the equipment used at the event is supplied with energy ("electricity planning"). The energy consumption plan must state the power requirements of the event technology.
- b) The entity/company creating the plan must proactively point out any savings potential in the energy consumption plan to the organiser while ensuring that the proposed solution still complies with the creative and artistic requirements. This proposal must be documented and submitted.

Exemption: Small events with a consumption of less than 10kW are exempt from the requirement to create an energy consumption plan.

### **Compliance verification**

*The applicant shall submit data sheets for the electrical equipment (on request), the energy consumption and supply plans ("electricity planning") stating the power requirements of the event technology, corresponding set-up verifications for the mobile electrical systems (on request) and documentation of the written proposal for potential energy savings at the event.*

### **3.3.9.3 Efficient use of the event technology (CAN)**

The event technology is used efficiently due to the following measures:

- a) If technical equipment has to be leased, a company with a certified energy management system (EMAS; DIN EN ISO 14001) is used. In addition, companies with the shortest travel distance to the event are commissioned. (2 points)
- b) Leased technical equipment is transported as efficiently and sustainably as possible (logistics concept, communal transport, e-mobility). (1.5 points)

**Maximum of 3.5 points**

#### ***Compliance verification***

*The applicant shall submit the technology concept, logistics concept, leasing contracts and a corresponding description.*

### **3.3.9.4 Low-emission backup power system (CAN)**

Diesel generators are installed as backup power systems downstream of a battery system/UPS. Fuel cells can also be used as an alternative. The aim here should be to ensure that the diesel generators do not have to be operated continuously in standby mode and are only activated when required. (2 points)

Or:

The power generator is operated using alternative energy sources (e.g. vegetable oil (not palm oil) or oil sourced from used cooking oil). (1.5 points)

**Maximum of 2 points**

#### ***Compliance verification***

*The applicant shall submit the leasing contracts and a corresponding description or a technology concept.*

### **3.3.9.5 Socially sustainable employment relationships (CAN)**

In order to promote socially sustainable employment relationships that are protected by the existing social security systems in Germany, the entity/company responsible for implementing the event technology exclusively employs its own employees subject to social security contributions or employees employed in accordance with the German Act on Temporary Agency Work (Arbeitnehmerüberlassungsgesetz –AÜG).

**2 points**

#### ***Compliance verification***

*The applicant shall submit a declaration about the employment relationships with employees.*

### **3.3.10 Offsetting of greenhouse gases (CAN)**

Companies should strive to avoid greenhouse gas emissions in the planning and implementation of the event. The offsetting of greenhouse gas emissions should only be used as a last resort.

The licence holder or organiser of the event:

- a) offsets all of the greenhouse gas emissions associated with the mobility of employees and/or speakers (1 point)
- b) offsets all of the greenhouse gas emissions associated with the mobility of participants (1 point)
- c) offsets all of the greenhouse gas emissions associated with unavoidable flights for speakers/lecturers/performers (0.5 points)
- d) offsets all of the greenhouse gas emissions associated with other areas of the event<sup>66</sup> (0.5 points)

and informs all of the participants about it.

Note: It is not possible to compensate for avoidable flights using offsetting measures. These flights are still not permitted for certification with the Blue Angel ecolabel (see 3.3.1.6). The licence holder or organiser may only offset unavoidable flights. Other travel activities must always be avoided and/or reduced.

To calculate the carbon footprint for the event, the use of the UBA CO2 calculator <sup>67</sup> for events is recommended.

### **Maximum of 3 points**

#### ***Compliance verification***

*The applicant shall submit corresponding documentation. The offsetting measures will only be accepted in accordance with the quality requirements in Appendix C.*

### **3.3.11 Labelling of the event**

Events differ significantly from goods and services because they are either only held once or, if they are part of a series of events, only held a comparatively small number of times. Some of the measures are only implemented at the time of the event or even directly after the event. From the perspective of the sector, it is important that the Blue Angel logo can already be used for communication and advertising purposes before the event and not just on the day it is held or even shortly afterwards. Otherwise visitors and the general public would only learn in passing about the Blue Angel ecolabel and the environmental benefits offered by events organised in accordance with the stated criteria. However, it is also important to be transparent about the fact that not all of the requirements have been fully implemented at the time of certification and can only be fully verified when the event is held. In addition, applicants must provide the awarding body with plausible information that they have already complied with some important minimum environmental requirements.

The following sentence will thus be added to the explanatory box:

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<sup>66</sup> In accordance with the UBA CO2 calculator: Event venue (electricity, heating, other (paper, printed matter, digital events), meals & accommodation (food, preparation of food, accommodation)

<sup>67</sup> [https://uba-event-free.co2-rechner.pro/de\\_DE/project/dataset/](https://uba-event-free.co2-rechner.pro/de_DE/project/dataset/)

The licence holder will endeavour to comply with the criteria for the Blue Angel for events (DE-UZ XYZ) when holding this event.

In order to already use the Blue Angel logo at an early stage of the event planning, verification of compliance with all of the MUST criteria classified as "early" in Appendix B must be submitted to RAL gGmbH. After concluding a contract on the use of the environmental label with RAL gGmbH, the logo and the associated explanatory box may be used in combination with the event. Use of the logo without the explanatory box is prohibited. Full compliance with all of the requirements must still be verified at a later point in time. Accordingly, the awarding body reserves the right to withdraw the ecolabel and the associated usage rights.

### **Compliance verification**

*The provisional award of the ecolabel is subject to compliance with those criteria in Appendix B where verification and testing is required at an early stage (MUST criteria in Appendix B classified as "early"). The applicant shall declare compliance with the requirement in Annex 1.*

## **4 Applicants and parties involved**

Applicants or licence holders are the event organisations stated in Paragraph 2.1 and also those that are not explicitly excluded.

Parties involved in the award process are:

- RAL gGmbH to award the Blue Angel environmental label,
- the federal state being home to the applicant's production site,
- Umweltbundesamt, (German Environment Agency) which after the signing of the contract receives all data and documents submitted in application for the Blue Angel in order to be able to further develop the Basic Award Criteria.

## **5 Use of the environmental label**

The use of the environmental label by the applicant is governed by a Contract on the Use of the Environmental Label concluded with RAL gGmbH.

Within the scope of such contract, the applicant undertakes to comply with the requirements under Paragraph 3 while using the environmental label. The period of use of the label covers the application phase and the follow-up reporting phase of the event. The licence holder is responsible for its use.

Contracts on the use of the environmental label are concluded to fix the terms for the certification of events according to Paragraph 142. Such contracts shall run for the term described above until 31/12/2028 at the latest.

After the expiry of the contract, the environmental label (logo) may neither be used for labelling nor for advertising purposes.

The applicant shall be entitled to apply to RAL gGmbH for an extension of the right to use the environmental label on the product (see 2.3).

The Contract on the Use of the Environmental Label shall specify:

- Licence holder (event organisation)
- Name of event
- Distributor (Label User)

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## Anhang A Award of points to the CAN criteria

Blue Angel for Events				
Award of points to the CAN criteria				
Criterion			Number of points	
<b>3.3.1</b>	<b>Requirements for mobility and climate protection</b>		<b>Σ</b>	<b>18.5</b>
3.3.1.7	Accessibility of the accommodation			2
3.3.1.8	Transport concept for events with 1000 participants or more			3
3.3.1.10	No parking spaces for private cars			2
3.3.1.11	Event venues with connections to public transport			1
3.3.1.12	Support and rewards for travelling to and from the event in an environmentally friendly way		max.	3
	a)	Motivating participants to travel to and from the event via public transport using rewards, such as prize draws, drinks vouchers, etc.	1	
	b)	Offering event tickets in cooperation with train and bus companies [not relevant if a combination ticket is already required according to 3.3.1.1]	2	
	c)	Booking train and bus tickets for participants	1	
	d)	Actively organising carpooling schemes and motivating participants to share transportation	1	
	e)	Organising joint environmentally friendly transport to and from the event for participants by bus, train, bike or foot	3	
	f)	Organising joint environmentally friendly transport to and from the event for the organisation team or employees by bus, train, bike, foot, shuttle or carpooling scheme	2	
	g)	Increasing the availability of local public transport (e.g. more frequent services) before and after the event	3	
	h)	Communicating the best bike routes for travelling to and from the event by bike	1	
3.3.1.13	Adjustment of event times due to use of public transport			1.5
3.3.1.14	Motivation for travelling to and from the event by bike			1
3.3.1.15	Mobility at the venue for events lasting several days		max.	3
	a)	All participants are given the opportunity to purchase a ticket for the local public transport network from the organisers	1	
	b)	Discounted (event) travel cards are offered to participants	2	
	c)	Free bikes or e-scooters are made available to participants at the venue	2	
	d)	Free bikes or e-scooters are made available to employees at the venue	1	
	e)	The event organises a bike rental service (for a fee) at the venue	0.5	
	f)	Taxi services using emission-free or low-emission drive systems, e.g. hybrid and electric vehicles, rickshaws or communal shuttle services, are offered to accommodation	0.5	

	g)	In the case of events held at multiple venues: The venues must be within walking distance of one another or easily reachable by bike or local public transport during the event times		0.5	
	h)	In the case of events held at multiple venues: Emission-free or low-emission communal shuttle services are provided between the venues		0.5	
	i)	The transport of materials at the venue is organised in an environmentally friendly way (e.g.: hand truck, cargo bike, electric car)		0.5	
3.3.1.16	Hiring of transport companies			max.	2
	a)	The licence holder or organiser informs transport companies about the environmental standards at the event in the invitation to tender and hires those companies with the most environmentally friendly vehicle fleet.		1.5	
	b)	The licence holder or organiser hires transport companies with an environmental mission statement and at least EURO 6d vehicles or alternative drives.		2	
	c)	The licence holder or organiser hires transport companies that only use HGVs with the highest environmental standards (toll-exempt vehicle) for the event.		1	
	....				
<b>3.3.2</b>	<b>Requirements for accommodation</b>		<b>Σ</b>		<b>12</b>
3.3.2.3	Assessment of the environmental standards of the accommodation providers			max.	12
	a)	Accommodation providers with environmental certification: The accommodation is certified with an environmental label according to ISO 14024, ISO 14001 or EMAS. Points per accommodation provider:		3	
	b)	Accommodation with an environmental focus: The accommodation is certified with another environmental label that is externally audited by third parties. Points per accommodation provider:		2	
	....				
<b>3.3.3</b>	<b>Requirements for permanent event venues</b>		<b>Σ</b>		<b>12.5</b>
3.3.3.4	Environmental standards at the event venue			max.	3
	a)	An independently certified environmental management system is currently used at the event venue (EMAS, ISO 14001, Ökoprofit).		2	
	b)	The event venue is certified at the stated level by one of the following certification systems: DGNB PLATINUM (degree of fulfilment of at least 90%), LEED Platinum (with at least 90 credits), BREEAM outstanding (degree of system fulfilment of at least 90%).		1	
3.3.3.6	Energy performance audit				1.5
3.3.3.7	Documentation of the building energy standard				1.5
3.3.3.8	Advanced energy concept for optimising energy consumption			max.	2
3.3.3.9	Energy-efficient lighting technology in the event venues				
	a)	At least 80% of the bulbs used in the event venues are energy-saving bulbs (LED and/or energy efficiency class A). This does not apply to light bulbs whose physical		1	

		characteristics do not allow for the use of energy-saving bulbs.			
	b)	Motion sensors (e.g. in toilets) or time switches (e.g. in car parks) are used in the event venues.		1	
3.3.3.10		Electricity from renewable energy sources			0.5
3.3.3.11		Electricity from renewable energy sources with an environmental label			3
3.3.3.12		Generation of electricity from renewable energy sources at the event venue			2
3.3.3.13		Turning the lighting, heating and/or air conditioning on and off			1
3.3.3.14		Electric charging stations for bikes and shuttles/company cars			1
	....				
<b>3.3.4</b>		<b>Requirements for other event venues</b>	<b>Σ</b>		<b>3</b>
3.3.4.5		Measures for efficiently stabilising the indoor temperature		max.	1.5
	a)	Air locks should be installed at the entrances and exits.		1	
	b)	An employee has been made responsible for the proper use/setting of the systems.		0.5	
3.3.4.7		Electricity from renewable energy sources			0.5
3.3.4.8		Electricity from renewable energy sources with an environmental label			3
	....				
<b>3.3.5</b>		<b>Requirements for procurement and material and waste management</b>	<b>Σ</b>		<b>40</b>
3.3.5.7		Paperless event			2
3.3.5.9		Digital printing/advertising banners/flags/stage scenery for organisers			1
3.3.5.10		Digital printing/advertising banners/flags/stage scenery for sponsors			2
3.3.5.13		Giveaways or merchandising products from the organiser and sponsors		max.	5.5
	a)	The use of giveaways is avoided and/or		1.5	
	b)	The use of merchandising products is avoided.		1.5	
	c)	Bags, rucksacks, carrier bags and similar items are not provided to participants		2.5	
3.3.5.15		Leased office equipment			1.5
3.3.5.16		Cleaning		max.	2
	a)	At least three of the following products with an environmental label (according to ISO 14024) must be used for cleaning the event venue by the licence holder or operator of the event venue: hand dishwashing detergent, detergent for dishwashers, laundry detergent, all-purpose cleaner, sanitary cleaner, floor cleaner.		1	
	b)	Cleaning personnel must be instructed in the economic and correct use of the cleaning agents.		1	
	c)	Alternatively: A company certified with the EU Ecolabel for building cleaning services is mainly responsible for the cleaning the event venue.		1	
3.3.5.17		Measures to save drinking water		max.	2

	a)	All flushing cisterns for the toilets have either an automatic or manual flush-stop button or a 2-button system or they are designed to use a maximum of 6 litres of water per flush.		0.5	
	b)	Urinals are waterless or equipped with an automatic (time limited) or manual control in order to ensure that no continuous flushing takes place and that uninterrupted flushing is avoided.		0.5	
	c)	The water flow from the taps in the sanitary facilities is lower than 9 litres/minute.		0.5	
	d)	Taps in the sanitary facilities are equipped with an automatic control.		0.5	
	e)	Rainwater and/or grey water is collected and used in the operation of the event (e.g. for watering, flushing the toilets, etc.)		0.5	
	f)	Taxi services using emission-free or low-emission drive systems, e.g. hybrid and electric vehicles, rickshaws or communal shuttle services, are offered to accommodation		0.5	
3.3.5.18	Economical irrigation				1.5
3.3.5.19	Use of alternative water				1
3.3.5.20	Advertising banners			max.	2
	a)	The advertising banners incl. privacy screens are designed to be reusable and are taken back by the advertising companies and reused (no years or dates printed on them etc.).		1.5	
	b)	The advertising banners are recycled or upcycled.		1	
	c)	The advertising banners are produced in an environmentally friendly way (using recycled materials)		0.5	
3.3.5.21	Decorations and flower arrangements			max.	1.5
	a)	The event does not use decorations or flower arrangements.		1.5	
	b)	are reusable and also actually reused		0.5	
	c)	are made of environmentally compatible or natural materials (e.g. out of domestic woods, natural fibres, etc.)		0.5	
	d)	designed to minimise emissions caused by their transport		0.5	
	e)	are recyclable and actually sent for recycling		0.5	
	f)	consists of flowers/plants from regional garden centres or fair trade flowers.		0.5	
	g)	Rented plants or plants from the organisers own stocks are used.		0.5	
	h)	Plant pots (e.g. for herbs or flowers) are used that are either reused in other events or given to participants.		0.5	
3.3.5.22	Use of stage materials			max.	2
	a)	The stage materials are used multiple times (rental curtains)		2	

	b)	Cotton materials (with a high recycled content of > 50%), which the organiser can verify are sent for recycling, are used		1.5	
	c)	Cotton materials (with a high recycled content of > 50%) are used		1	
3.3.5.23	Guidance system				0.5
3.3.5.24	Optimising the direct energy consumption of hybrid events				1
3.3.5.25	Use of materials			max.	3
	a)	Reusable products/materials		2	
	b)	Products certified with an environmental label according to ISO 14024		1	
3.3.5.26	Make-up sets			max.	1.5
	a)	The make-up sets must regularly contain at least three cosmetic products with an environmental label according to ISO 14024 or another organic or natural cosmetic certificate.		1	
	b)	Small packages of soap and shower gel are avoided (refills).		0.5	
3.3.5.27	Environmental standards at partner companies and subcontractors			max.	3
		Per service provider		1	
3.3.5.28.2	Reuse of exhibition stands			max.	3
	a)	The exhibition/trade fair stands are provided by the event (organiser or event venue) and either the whole stand or its materials/components are reused.		3	
	b1)	The exhibition stands are supplied and built by the exhibitors themselves and reused multiple times: 10% of exhibitors		1	
	b2)	The exhibition stands are supplied and built by the exhibitors themselves and reused multiple times: 25% of exhibitors		1.5	
	b3)	The exhibition stands are supplied and built by the exhibitors themselves and reused multiple times: 50% of exhibitors		2	
	b4)	The exhibition stands are supplied and built by the exhibitors themselves and reused multiple times: 100% of exhibitors		3	
3.3.5.28.4	Environmentally friendly exhibition stands				1
3.3.5.28.5	Reduction of printed matter in the exhibition area				1.5
3.3.5.28.6	Conference folders			max.	1.5
	a)	No conference folders are provided, not even by sponsors.		1.5	
	b)	Conference folders made of paper/cardboard are produced by licensed printing companies in accordance with the requirements in the Blue Angel or EU Ecolabel for printed matter and are correspondingly labelled.		0.5	
	c)	Conference folders are produced in a workshop that uses and supports socially disadvantaged persons or they are fair trade conference folders.		0.5	

<b>3.3.6</b>	<b>Requirements for the catering</b>		<b>Σ</b>	<b>33</b>
3.3.6.9	Avoiding waste in furnishings and decorations			max. 8
	a)	Only reusable crockery (plates, dishes) and reusable cutlery are used		3
	b)	Use of biodegradable disposable crockery and cutlery. If biodegradable disposable crockery and cutlery are used, the organiser must ensure that this waste is collected separately and disposed of as biowaste at the end of the event.		2
	c)	Use of reusable tablecloths		2
	d)	Use of reusable or biodegradable decorations. If biodegradable decorations are used, the organiser must ensure that this waste is collected separately and disposed of as biowaste at the end of the event.		1
3.3.6.10	Donation of leftover catering products			2
3.3.6.11	Tap water as a service for participants			2
3.3.6.12	Use of tap water instead of mineral water			1
3.3.6.13	Seasonal agricultural products: fruit and vegetables (CAN)			max. 1.5
	a)	Vegetables		0.5
	b)	Salads		0.5
	c)	Fruit		0.5
3.3.6.20	Exclusively vegetarian or vegan event catering			3
3.3.6.21	Exclusive use of organic products and products from species-appropriate animal husbandry			5
3.3.6.22	Additional catering quote for organic products			1.5
3.3.6.25	Catering with an environmental label			3
3.3.6.26	Catering with another certification or cooperation			2
3.3.6.27	Requirement to exclude the use of goods transported by air			3
3.3.6.28	Requirements for the use of environmentally friendly cleaning agents			1
	....			
<b>3.3.7</b>	<b>Communication requirements</b>		<b>Σ</b>	<b>5</b>
3.3.7.5	Communication of the environmental standards of the accommodation to participants			1
3.3.7.7	Key indicators			3
3.3.7.8	Communication with local residents			1
	....			
<b>3.3.8</b>	<b>Social aspects</b>		<b>Σ</b>	<b>13.5</b>
3.3.8.2	Awareness concept to combat sexualised violence			1
3.3.8.3	Gender mainstreaming and diversity			max. 3
	a1)	gender-appropriate wording		0.5
	a2)	gender equality		0.5
	a3)	other diversity aspects		0.5

	b)	There are special offers for families / single parents (childcare, reduced day tickets for specific days of the event, participation in the supporting programme, etc.).		1.5	
3.3.8.4	Other special services			max.	1.5
	a)	Special offers for seniors		0.5	
	b)	Special intercultural measures		0.5	
	c)	Discounts for certain groups (e.g. school children, students, recipients of welfare benefits, senior citizens)		0.5	
	d)	Other offers		0.5	
3.3.8.5	Offers concerning cultural or natural attractions in the local region			max.	4
	a)	The supporting programme includes offers for cultural or natural attractions in the local region.		2	
	b)	The event supports social or cultural initiatives or offers them a platform to present themselves.		2	
3.3.8.6	No promotion of excessive consumption of alcohol				1
3.3.8.7	Low-barrier website			max.	1.5
	a)	Conformance level AA		1	
	b)	Conformance level AAA		1.5	
3.3.8.8	Barrier-free digital access at hybrid events			max.	1.5
	a)	The use of barrier-free features is communicated in an information mail or guide in advance.		0.5	
	b)	A sign language interpreter can be seen online.		0.5	
	c)	The transmission has also been optimised for weak Internet connections or mobile end devices.		0.5	
	d)	The event has its own chat function for technical questions.		0.5	
	....				
<b>3.3.9</b>	<b>Requirements for the event technology</b>		<b>Σ</b>		<b>7.5</b>
3.3.9.3	Efficient use of the event technology			max.	3.5
	a)	If technical equipment has to be leased, a company with a certified energy management system (EMAS; DIN EN ISO 14001) is used. In addition, companies with the shortest travel distance to the event are commissioned.		2	
	b)	Leased technical equipment is transported as efficiently and sustainably as possible (logistics concept, communal transport, e-mobility).		1.5	
3.3.9.4	Low-emission backup power system			max.	2
	a)	Diesel generators are installed as backup power systems downstream of a battery system/UPS. Fuel cells can also be used as an alternative. The aim here should be to ensure that the diesel generators do not have to be operated continuously in standby mode and are only activated when required.		2	
	b)	The power generator is operated using alternative energy sources (e.g. vegetable oil (not palm oil) or oil sourced from used cooking oil).		1.5	
3.3.9.5	Socially sustainable employment relationships				2

	....				
<b>3.3.10</b>	<b>Offsetting of greenhouse gases</b>		<b>Σ</b>	<b>max</b>	<b>3</b>
	a)	offsets all of the greenhouse gas emissions associated with the mobility of employees and/or speakers		1	
	b)	offsets all of the greenhouse gas emissions associated with the mobility of participants		1	
	c)	offsets all of the greenhouse gas emissions associated with unavoidable flights for speakers/lecturers/performers		0.5	
	d)	offsets all of the greenhouse gas emissions associated with other areas of the event		0.5	
<b>Total</b>					<b>150</b>
Minimum number of points (level of fulfilment 30%)				0.3	45



## Anhang B Table of MUST/CAN criteria with verification time

Paragraph number	Title	MUST/ CAN	Verification time (early planning phase/late plan- ning phase)
<b>3.2</b>	<b>GENERAL</b>		
3.2.1	Mission statement	MUST	Early
3.2.2	Sustainable Event Officer	MUST	Early
3.2.3	Training of employees	MUST	Early
3.2.4	Mobility management	MUST	Early
3.2.5	Electricity from renewable energies	MUST	Early
3.2.6	Internal use of paper goods	MUST	Early
3.2.7	Printing machines at the company and those used for corporate communication	MUST	Early
3.2.8	Electrical and electronic equipment for office use	MUST	Early
3.2.9	Cleaning agents	MUST	Early
3.2.10	Sanitary paper	MUST	Early
3.2.11	Waste separation	MUST	Early
3.2.12	Advertising sustainable events in external communication	MUST	Late
3.2.13	Information for partner companies	MUST	Late
<b>3.3.1</b>	<b>MOBILITY</b>		
3.3.1.1	Car-free transportation to the event venue	MUST	Late
3.3.1.2	Communication of climate friendly transportation to and from the event	MUST	Early
3.3.1.3	Description of the modal split	MUST	Late
3.3.1.4	Mobility for side events	MUST	Late
3.3.1.5	Replacing flights and journeys by car at for hybrid events	MUST	Early
3.3.1.6	No flight policy	MUST	Early
3.3.1.7	Accessibility of the accommodation	CAN	Late
3.3.1.8	Transport concept for events with more than 1000 participants	CAN	Late
3.3.1.9	Calculation of the greenhouse gas emissions caused by participants travelling to the event	MUST	Late
3.3.1.10	No parking spaces for private cars	CAN	Early
3.3.1.11	Event venues with connections to public transport	CAN	Early
3.3.1.12	Support and rewards for travelling to and from the event in an environmentally friendly way	CAN	Late
3.3.1.13	Adjustment of event times due to use of public transport	CAN	Early
3.3.1.14	Motivation for travelling to and from the event by bike	CAN	Early
3.3.1.15	Mobility at the venue for events lasting several days	CAN	Late
3.3.1.16	Hiring of transport companies	CAN	Late

<b>3.3.2</b>	<b>REQUIREMENTS FOR ACCOMMODATION</b>		
3.3.2.1	Accommodation from accommodation providers with environmental certification	MUST	Early
3.3.2.2	Communication of the sustainable measures for the event to accommodation providers	MUST	Early
3.3.2.3	Assessment of the environmental standards of the accommodation providers	CAN	Late
<b>3.3.3</b>	<b>REQUIREMENTS FOR PERMANENT EVENT VENUES</b>		
3.3.3.1	Communication of the environmental standards to operators of the event venues	MUST	Early
3.3.3.2	Newly constructed buildings	MUST	Early
3.3.3.3	Sustainable water supply	MUST	Late
3.3.3.4	Environmental standards at the event venue	MUST	Early
3.3.3.5	Advanced environmental strategy	MUST	Early
3.3.3.6	Energy performance audit	CAN	Early
3.3.3.7	Documentation of the building energy standard	CAN	Early
3.3.3.8	Advanced energy concept for optimising energy consumption	CAN	Early
3.3.3.9	Energy-efficient lighting technology in the event venues	CAN	Early
3.3.3.10	Electricity from renewable energy sources	CAN	Early
3.3.3.11	Electricity from renewable energy sources with an environmental label	CAN	Early
3.3.3.12	Generation of electricity from renewable energy sources at the event venue	CAN	Early
3.3.3.13	Turning the lighting, heating and/or air conditioning on and off	CAN	Early
3.3.3.14	Electric charging stations for bikes and shuttles/company cars	CAN	Early
<b>3.3.4</b>	<b>REQUIREMENTS FOR OTHER EVENT VENUES</b>		
3.3.4.1	Temporary buildings	MUST	Late
3.3.4.2	Environmentally friendly toilet facilities	MUST	Late
3.3.4.3	No heating of outdoor areas with electricity or gas heaters	MUST	Early
3.3.4.4	Air conditioning in temporary buildings	MUST	Late
3.3.4.5	Measures for efficiently stabilising the indoor temperature	CAN	Late
3.3.4.6	Minimum requirements for the electricity supply	MUST	Early
3.3.4.7	Electricity from renewable energy sources	CAN	Early
3.3.4.8	Electricity from renewable energy sources with an environmental label	CAN	Early
3.3.4.9	Creation of a protection concept for open spaces	MUST (for outdoor events)	Early
3.3.4.10	Environmental Officer at the venue	MUST (for outdoor events)	Early
3.3.4.11	Avoidance of damage to fields	MUST (for outdoor events)	Early
<b>3.3.5</b>	<b>REQUIREMENTS FOR PROCUREMENT AND MATERIAL AND WASTE MANAGEMENT</b>		
3.3.5.1	Disposal concept for the event venue	MUST	Early

3.3.5.2	Checking and adapting the disposal concept	MUST	Late
3.3.5.3	Waste indicators	MUST	Late
3.3.5.4	Environmentally friendly disposal of waste water from mobile dishwashers	MUST	Late
3.3.5.5	Collection of energy consumption data and data for the GHG calculation	MUST	Late
3.3.5.6	Use of resources: paper / printing	MUST	Early
3.3.5.7	Paperless event	CAN	Late
3.3.5.8	Quality of the paper in printed matter for the event	MUST	Late
3.3.5.9	Digital printing/advertising banners/flags/stage scenery for organisers	MUST	Late
3.3.5.10	Digital printing/advertising banners/flags/stage scenery for sponsors	CAN	Late
3.3.5.11	Printed matter for the event certified with an environmental label	CAN	Late
3.3.5.12	Restriction on giveaways	MUST	Early
3.3.5.13	Giveaways or merchandising products from the organiser	CAN	Late
3.3.5.14	Acquisition of new office equipment in the seminar sector	MUST	Late
3.3.5.15	Leased office equipment	CAN	Late
3.3.5.16	Cleaning	CAN	Late
3.3.5.17	Measures to save drinking water	CAN	Late
3.3.5.18	Economical irrigation	CAN	Late
3.3.5.19	Use of alternative water	CAN	Late
3.3.5.20	Advertising banners	CAN	Late
3.3.5.21	Decorations and flower arrangements	CAN	Late
3.3.5.22	Use of stage materials	CAN	Late
3.3.5.23	Guidance system	CAN	Late
3.3.5.24	Optimising the direct energy consumption of hybrid events	CAN	Late
3.3.5.25	Use of materials	CAN	Late
3.3.5.26	Make-up sets	CAN	Late
3.3.5.27	Environmental standards at partner companies and subcontractors	CAN	Late
3.3.5.28	Only for trade fairs and conferences		
3.3.5.28.1	Contractual agreements with exhibitors	MUST	Late
3.3.5.28.2	Reuse of carpets	MUST	Late
3.3.5.28.3	Reuse of exhibition stands	CAN	Late
3.3.5.28.4	Environmentally friendly exhibition stands	CAN	Late
3.3.5.28.5	Reduction of printed matter in the exhibition area	CAN	Late
3.3.5.28.6	Conference folders	CAN	Late
3.3.5.29	Avoidance of waste due to abandoned tents (only for festivals with a campsite)	MUST	Late
<b>3.3.6</b>	<b>REQUIREMENTS FOR THE CATERING</b>		
3.3.6.2	Provision of catering services	MUST	Early
3.3.6.3	Use of reusable cups	MUST	Early
3.3.6.4	Reusable packaging or large packaging for drinks	MUST	Early
3.3.6.5	Disposal of food waste	MUST	Early

3.3.6.6	Planning to avoid food waste	MUST	Early
3.3.6.7	Energy saving refrigeration	MUST	Early
3.3.6.8	No heating of outdoor areas with electricity or gas heaters	MUST	Early
3.3.6.9	Avoiding waste in furnishings and decorations	CAN	Early
3.3.6.10	Donation of leftover catering products	CAN	Late
3.3.6.11	Tap water as a service for participants	CAN	Late
3.3.6.12	Use of tap water instead of mineral water	CAN	Late
3.3.6.13	Seasonal food	MUST	Early
3.3.6.14	Seasonal agricultural products: fruit and vegetables	CAN	Late
3.3.6.15	Biological products	MUST	Early
3.3.6.16	Use of fair trade products	MUST	Early
3.3.6.17	Exclusive use of fish, fish products and seafood from managed stocks	MUST	Early
3.3.6.18	Requirement for species-appropriate animal husbandry when using products of animal origin	MUST	Early
3.3.6.19	Primarily vegetarian or vegan catering	MUST	Early
3.3.6.20	Exclusively vegetarian or vegan event catering	CAN	Late
3.3.6.21	Exclusive use of organic products and products from species-appropriate animal husbandry	CAN	Late
3.3.6.22	Additional catering quote for organic products	CAN	Late
3.3.6.23	Employee information	MUST	Early
3.3.6.24	Communication of the special quality of the catering services externally	MUST	Early
3.3.6.25	Catering with an environmental label	CAN	Late
3.3.6.26	Catering with another certification or cooperation	CAN	Late
3.3.6.27	Requirement to exclude the use of goods transported by air	CAN	Early
3.3.6.28	Requirements for the use of environmentally friendly cleaning agents	CAN	Late
<b>3.3.7</b>	<b>COMMUNICATION REQUIREMENTS</b>		
3.3.7.1	Communication of the sustainable event internally within the event	MUST	Late
3.3.7.2	Communication of the sustainable event externally	MUST	Early
3.3.7.3	Contact person at the venue	MUST	Early
3.3.7.4	Information on waste avoidance for all participants and waste separation at the venue	MUST	Late
3.3.7.5	Communication of the environmental standards of the accommodation to participants	CAN	Late
3.3.7.6	Feedback	MUST	Late
3.3.7.7	Key indicators	CAN	Late
3.3.7.8	Communication with local residents	CAN	Early
<b>3.3.8</b>	<b>SOCIAL ASPECTS</b>		
3.3.8.1	Minimum requirements for barrier-free access	MUST	Early
3.3.8.2	Awareness concept to combat sexualised violence	CAN	Late
3.3.8.3	Gender mainstreaming and diversity	CAN	Late
3.3.8.4	Other special services	CAN	Late
3.3.8.5	Offers concerning cultural or natural attractions in the local region	CAN	Late
3.3.8.6	No promotion of excessive consumption of alcohol	CAN	Late

3.3.8.7	Low-barrier website	CAN	Late
3.3.8.8	Barrier-free digital access at hybrid events	CAN	Late
<b>3.3.9</b>	<b>REQUIREMENTS FOR THE EVENT TECHNOLOGY</b>		
3.3.9.1	Efficient use of the event technology by avoiding transport	MUST	Late
3.3.9.2	Energy efficient technology	MUST	Late
3.3.9.3	Efficient use of the event technology	CAN	Late
3.3.9.4	Low-emission backup power system	CAN	Late
3.3.9.5	Socially sustainable employment relationships	CAN	Late
<b>3.3.10</b>	<b>Offsetting of greenhouse gases</b>	<b>CAN</b>	<b>Late</b>

## **Anhang C Requirements for the quality of emission reduction credits**

The latest version can be found on the Blue Angel website under Menu → Certification → Technical Documents: [Technical documents | Blue Angel \(blauer-engel.de\)](https://www.blauer-engel.de/technical-documents)