

Environmental Policy for Events

United Nations Environment Programme Ozone Secretariat

Purpose and Context

The Environmental Policy of the United Nations Environment Programme Ozone Secretariat has been created in order to address the environmental impact of events organised by the Secretariat.

The policy is intended to comply with the:

- Strategy for Sustainability Management in the UN System
- United Nations Secretariat Climate Action Plan

In addition, the Policy aligns with the:

- Environmental Policy for the United Nations Secretariat
- United Nations Environment Programme Greening the Blue Environmental Management System (EMS) Action Plan
- United Nations Framework Convention on Climate Change Sustainable Events Guidelines

Scope of the Policy

This policy applies to the following:

- **Organizational Boundary:** This policy applies to staff, contractors and contracted suppliers of the United Nations Environment Programme Ozone Secretariat who provide and support the event-related activities noted below. While the Secretariat is not able to control the activities of all event participants, such as guests and host-country governments, the policy is intended to influence decisions made by these parties as it relates to their attendance at the event, and their hosting of it.
- **Activity Boundary:** The policy impacts includes all event activities hosted by the Ozone Secretariat that include more than 300 participants. An event is defined as an organised occasion such as a meeting, convention, exhibition, special event, gala dinner, etc, whether held online, in-person or as a hybrid event. The boundary includes all logistics that the Ozone Secretariat directly organizes and/or pays for in support of these events: accommodation, audio visual, catering, communications, exhibits, registration, technology, transportation, and venues. Although events that are smaller than 300 people are hosted by the Ozone Secretariat, they are typically co-located with larger events, and therefore are subject to the policy by proxy.
- **Entity Boundary:** The physical boundary of this policy corresponds to the location of events hosted by the Ozone Secretariat. The entity is therefore not fixed: it varies depending on where events are held. Location is assumed to include the event site, i.e.:

the venue, hotel, and/or office where event production activities happen and participants congregate. Note events that are held fully or partially online may have multiple, distributed locations. In these cases the policy applies to venues contracted by the Secretariat, but not others such as participant homes or offices or viewing locations that are organized by participants.

Vision and Principles

This policy aligns with the Vision for Sustainability Management in the United Nations System 2030, which states:

"The United Nations system is a leader in integrating environmental and social sustainability considerations across its work in a systematic and coherent way, practicing the principles that it promotes and leaving a positive legacy. Fundamental to this vision are objectives to embody the Sustainable Development Goals at all levels of management; lead by example; ensure harmonization of internal sustainability initiatives; manage risks; strengthen business resilience; enhance credibility and accountability; and achieve financial savings through optimal resource efficiency."

This Vision upholds the following Principles:

- Stewardship of the environment with respect to all operations.
- Efficiency in resource use and operations.
- Continuous improvement of environmental performance.
- Stakeholder engagement at all levels.
- Adaptation and resilience.

Objectives

Under this policy, the United Nations Environment Programme Ozone Secretariat commits to:

- Reduce absolute GHG emissions by 2030 to limit increase in global temperatures to 1.5°C, in line with recommendations of the 2018 IPCC report. (baseline year and specific targets to be agreed)
- Ensure no solid waste from UN facilities, operations and activities is causing pollution or other harm to the environment and local populations by avoiding the release of toxic substances to the air, soil, and water bodies and adverse impacts on biodiversity and ecosystems.
- Ensure UN premises and fleet do not contribute to or exacerbate local air quality issues, in both urban and remote community settings.
- Ensure water conservation and avoid the release of untreated wastewater into the environment.
- Avoid adverse impacts on biodiversity from UN facilities, operations and activities.

Targets

To assess progress against these objectives, United Nations Environment Programme Ozone Secretariat has set the following targets:

- Events target: 100% of events over 300 participants meet applicable event sustainability guidelines put forth by the UNFCCC by 2026.
- Climate Neutrality Target: 100% of unavoidable event carbon emissions are offset yearly via UN-approved, certified carbon credits by 2022.

Implementation

The United Nations Environment Programme Ozone Secretariat will implement the Environmental Policy using an environmental management system (EMS). The EMS is documented separately from this policy and outlines detailed procedures for complying with and improving against the Policy. It is updated on an on-going basis.

Implementation of the Policy and the associated EMS is the responsibility of the Executive Secretary of the Ozone Secretariat. All Ozone Secretariat staff are expected to contribute, through their professional actions and decisions in the workplace, to the objectives of this Policy through the EMS.

Day to day coordination of the EMS is managed by the Ozone Secretariat's EMS Manager. The EMS Manager will ensure the EMS is maintained through the following:

- Proper documentation of policies, procedures and audits
- Staff training
- Event-specific and system-wide auditing
- Report EMS outcomes to address non-conformities (annually).

The Ozone Secretariat's EMS Manager shall coordinate with the Environmental Management Group (EMG) and UN Environment's Sustainable UN (SUN) which provides technical expertise and coordination on collective approaches to EMS. At a minimum, this will occur through completion of the Greening the Blue inventory and survey.

Monitoring and Reporting

The Ozone Secretariat will issue an annual review and report on the outcomes of the EMS. The Policy will be reviewed, at a minimum, every five years.

Contact

Should you have questions or feedback regarding this policy or the United Nations Environment Programme Ozone Secretariat EMS please contact: stephanie.haysmith@un.org