



EVENT SUSTAINABILITY CHECKLIST

This sustainability checklist should be used to support partners, media and suppliers as they attend 11th Hour Racing Team events, and to guide them in their own internal best practices.

Event title:

Event dates:

Attendees:

REFERENCE DOCUMENTS:

[TRAVEL POLICY](#)

[FOOD CHARTER](#)

[SUSTAINABLE SOURCING CODE](#)

[JOIN OUR CLIMATE POSITIVE JOURNEY](#)

ASPECT	BEST PRACTICE	PROACTIVE PLANNING	POST EVENT RECORD
TRAVEL	Aim to reduce the carbon footprint of travel		
Travel policy	Share the Team travel policy with your guests, and invite them to join the team in our approach. Give them the option of joining the Team's carbon compensation strategy for any travel that they would like to pay to compensate. (Ask D/A for help with this where relevant - more information on this can be found here)		
Airport transfers	Ideally arrange guests to travel by train or bus, if this is not possible then car share using hybrid/electric vehicles, driving with fuel efficiency in mind (to speed limits).		Make sure to record any transfers paid for in the Travel Tracker under the Contractors tab. Number of people, transport type:
Flights	Require guests join our sustainable travel strategy by travelling in economy class which has a lower footprint than business or first and fly direct to events with no stopovers. The Team's standard is to avoid domestic flights where alternatives exist.		Make sure to record any transfers paid for in the Travel Tracker under the Contractors tab. Number of people, route, airline, class of travel:
Event time	Ideally travel by train, walking or cycling. If not possible then car share using hybrid/electric hire cars and drive in a manner that reduces fuel use. Ensure crew houses and accommodation are within sustainable transport distance of the site		Make sure to record any transfers paid for in the Travel Tracker under the Contractors tab. How guests travelled once at venue:

SHIPPING		Aim to reduce the carbon footprint from transportation of goods	
Planning	Plan in advance what equipment is necessary for the event and avoid transporting heavy equipment that can be easily purchased/rented at destination.		What was transported (size/ weight) and transport means (record in the Shipping Tracker):
Packaging	Reuse all packaging around equipment to be transported, reducing waste. Keep packaging as lightweight and compact as possibly reducing weight and volume.		Assessment of how much packaging was required and materials used to package:
ACCOM & FOOD		Aim to use sustainable accommodation	
Hotels	Use 'Green Hotels' – those with environmental certification. These have at least a 10% lower carbon footprint than other hotels.		Hotel used – number of rooms – environmental credentials of hotel Record in Accommodation tracker
Laundry	Reduce the amount of laundry necessary by naming kit and washing together, and use a sustainable laundry service provider (limited use of chemicals etc.)		
Restaurants	Refer to The Ocean Race and Team's Sustainable Stopover Guides for best options. Select restaurants or produce such as sustainably sourced fish (MSC Certified or 'Good Fish Guide' compliant), meat from high welfare sources - organic and fairtrade. Engage in Meat Free Monday initiatives. Ideally eat local produce to reduce the carbon footprint of food and to support local economies. Give the Food Charter to restaurants where we are hosting guests and ensure they are able to deliver on the key points of the charter.		Conformance with food charter:
Self-catering	Buy local and sustainably sourced food. Reduce waste from any in house catering by preparing for lunches the following day and making sure portions are correctly catered for. Use composting facilities.		Detail of local and sustainable food sourcing options: Record of kgs of food waste from self-catering: Record of amount composted:

ON WATER		Aim to reduce environmental impacts of boats on the water	
RIBs	Reduce the fuel used in RIBs by minimising the number of RIBs, personnel and equipment on the water and driving as efficiency as possible.		Fuel used and engine hours. Enter into the Fuel Tracker .
Lunches on the water	We are a single use plastic free campaign. Use reusables such as tupperware to transport food. Bring plenty of water in refillable jugs. Use refill coffee canteens and refillable mugs. Collect and secure any waste ensuring nothing goes overboard.		
GIVEAWAYS		Aim to reduce environmental impacts of boats on the water	
Merchandise	It's time to rethink the need for physical giveaways for press / media / hospitality guests. Do people really need more water bottles and tote bags? Can something more meaningful be arranged - such as compensating for their travel footprints through the Team's carbon compensation program?		
WASTE		Aim to minimise the total quantity of waste produced and maximise quantity recycled	
Reduce/ reuse	Use refillable water bottles, avoid all single use plastic bottles. Use reusable lunch boxes, shopping bags and other means of reducing any packaging and waste.		Total waste each day from RIB and if applicable from accommodation.
Recycle	Use all available recycling facilities, separate waste on board RIBs if necessary. Compost where facilities are available.		Total waste recycled (kg? composition? estimate %) Total waste composted (kg? estimate %?) Use the Waste Tracker

OUTREACH		Positively engage with the local community and promote sustainability message	
Communications	<p>Use time with media and their platforms to uplift local grantee projects, and tell the team's sustainability messaging.</p> <p>Plan for communications to include sustainability messaging around the team's activities – press releases, photos, twitter, facebook. Your team can act as ambassadors for sustainability – could be across environment/ social/ local economy.</p>		<p>Number of articles including sustainability:</p> <p>Number of articles / press including grantees:</p>
OTHER		Record any additional actions taken	

TARGETS

Which Sustainability Targets are relevant to this guidance?

All the Team Sustainability Targets related to this guidance:

- Achieve Climate Positive
- 10-75% local products at stopovers
- Optimize personnel transport to reduce emissions from baseline data
- Optimize goods transport to reduce emissions from baseline data
- 90% Self-catering accommodation within sustainable transport proximity of team base venues
- 100% Staff engagement in Meat Free Monday
- 90% Landfill diversion rate
- 100% composting of food waste at all venues
- Zero single use plastic
- 50% reduction in onboard waste compared to baseline data
- Reduce all potable water usage (excl drinking water) by 10% compared to baseline data
- Each team member will participate in at least 1 community outreach activity per year



Sustainability@1degree.us