

## Information on sustainable event organisation

### For external organisers / tenants

**As a scientific authority and ecological venue, the German Environment Agency is very concerned about the sustainable organisation and execution of events.**

By choosing this venue, you have already made a contribution to the sustainable organisation of your event because the building meets high ecological and energy standards, it is EMAS certified and fulfils the following environmental criteria:

- ▶ use of environmentally friendly and healthy building materials,
- ▶ low energy demand due to a thermally insulating building envelope and a compact building form,
- ▶ low power consumption due to the transparent arrangement of the building and the use of LED lamps, some of which are PIR (Passive Infrared) controlled,
- ▶ use of renewable energies for power and air conditioning through:
  - a photovoltaic system with 655 m<sup>2</sup> of collector surface that generates enough energy to power 330 offices,
  - a solar system used for refrigeration and cooling the lecture theatre and computer centre,
  - a ground source heat pump system that cools or heats the air depending on the season and provides air conditioning for the offices and meeting rooms.
- ▶ Accessibility through:
  - disability access for wheelchair users throughout the building,
  - guidelines for the blind and embossed lettering on stairs and signposts,
  - induction loops in the lecture theatre to make it easier for hearing-impaired people to participate in events.

Furthermore, when organising events, we take into account and implement the [Guidelines for the Sustainable Organisation of Events](#) as far as possible. You too can organise your event as sustainably as possible if you consider the following aspects:

## **Mobility**

**Use public transport.**

Advise the participants of your event on how to get there by public transport. You are welcome to provide your guests with our [Journey description](#). Our building is within walking distance of the railway station and hotels and Dessau city centre with its sights are also within easy walking distance.

## **Catering**

**Please offer organic, regional, seasonal, vegetarian and vegan products.**

Organic food helps to protect the environment and animals and helps to reduce the environmental impact associated with conventional farming. By offering regional, seasonal, vegetarian and vegan food and drinks, you can reduce the emissions caused by catering. There are several catering companies in the city of Dessau that offer this service. Feel free to ask specifically about these offers.

## **Waste management**

**Pay attention to avoiding and reducing waste and to implementing waste separation.**

Only reusable products should be used (e.g. reusable tableware) to avoid or reduce waste. In addition, it should be considered whether it is possible to dispense with hardcopy conference documents, for example. Our kitchenettes offer the possibility of waste separation for the disposal of unavoidable waste.

Offer your participants the option to take leftovers from catering so that they do not have to be disposed of. For example, you can order takeaway boxes ('doggy bags') from various suppliers.

## **Product procurement**

**Please ensure environmentally friendly procurement.**

Please consider the 'Blue Angel' or the European Eco-Label criteria for environmentally friendly procurement. Use only recycled paper for necessary printouts of your events.

## **Energy and climate**

**Save energy.**

Take measures to conserve energy, for example, use energy-efficient equipment or avoid overly hot conference rooms.

## **Societal aspects**

**Pay attention to the aspects of gender mainstreaming.**

Use gender-equitable written and oral formulations in speeches, presentations and publications.

## **Voluntary offsetting**

**Think about how you can make your event as climate neutral as possible.**

The guideline [\*\*Voluntary CO<sub>2</sub> offsetting through climate protection projects\*\*](#) gives you ideas and assistance as to how unavoidable emissions can be voluntarily offset by climate protection projects.

**We hope that our suggestions and assistance will encourage you to make your event as sustainable and climate neutral as possible. Of course, it will not be possible to implement all points equally and immediately. But remember, every small step helps to make an important contribution to environmental protection.**