Green Conference Basics

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May 2008

Remember: "Reduce, Re-use, Recycle"

1) Include environmental criteria in all decisions (good to have a "green champion")

2) Choose a location that minimizes participants' transportation miles.

3) Select a hotel with robust environmental programs.

4) Create menus that use organic, locally grown food. (Minimize or eliminate red meat; don't serve individual bottles of water; donate leftover food, compost scraps.)

5) Reduce energy use (use natural light as much as possible, try to use facilities that buy "green power" and "energy star" equipment, don't change hotel towels and linens daily; don't drive alone.)

6) Reduce, Reuse, Recycle in that order. Print on both sides of paper, maximize electronic communication; use re-usable instead of throw-away tableware; buy recycled paper and other products.

7) Aim for zero waste going to a landfill - buy products in bulk to minimize packaging, recycle as much waste as possible.

8) Explore restoration opportunities: any way to learn more about, and help local groups restore the local natural habitat?

9) Inform people about environmental impacts of transportation, material, and energy choices. Share what was done to "green" the conference and help others learn how to do it.

10) Measure your results: track inputs and outputs; how much energy was saved, ask participants to track their use of resources, document and share the results!