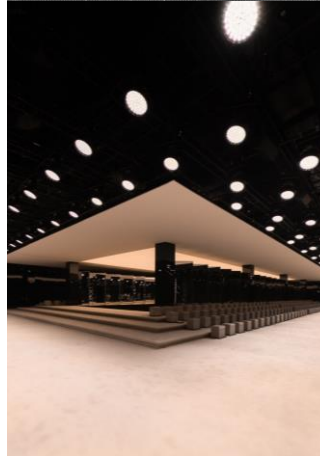




SUSTAINABILITY

MEASUREMENT OF YOUR EVENT PERFORMANCE

Guidelines and Policy
Procurement and control
Assessment and reports

OUR SERVICES

THE PRINCIPLE: CHOOSE YOUR EVENTS AND SERVICES

- Environmental impact of your inputs: we track where they come from, their life cycle, and apply a responsible sourcing policy
- Carbon reporting: we use the official international GHG protocol
- Use of clear signage, communication of your policy, training of your teams: we provide a complete kit, including guidelines
- A communication toolbox is proposed: to effectively communicate your policy and actions to your stakeholders
- Objectives and KPIs are set, to enable your teams to evaluate the progress of your performance from event to event
- We work with local, committed and recognized suppliers, we are also keen to find new partnerships



EVENTS SERVICES	Name of your event							
▪ Carbon report scope 1, 2, 3	✓	✓	✓	✓	✓		✓	
▪ Circularity report (Life Cycle Assessment)	✓	✓	✓	✓	✓			
▪ Full Sustainability report : Carbon + Circularity	✓			✓				✓
▪ Audit - Suppliers	✓		✓			✓		
▪ Case study	✓			✓				✓

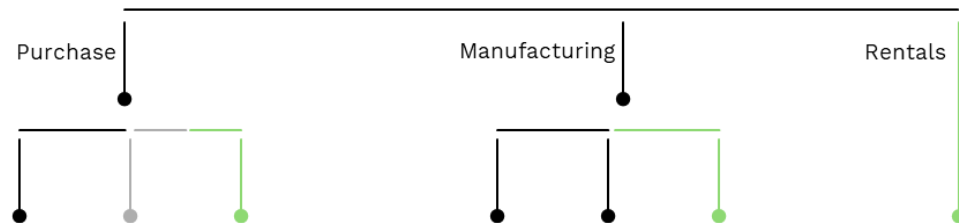
ENVIRONMENT

Our services:

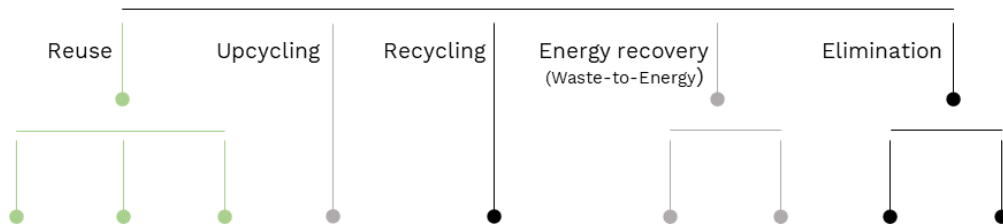
- Circularity report (LCA)
- Responsible sourcing
- Suppliers and other partners' evaluation
- Audit - Suppliers

In 2020, we launched a materials tracking tool. The tool is constantly being improved.

UPSTREAM

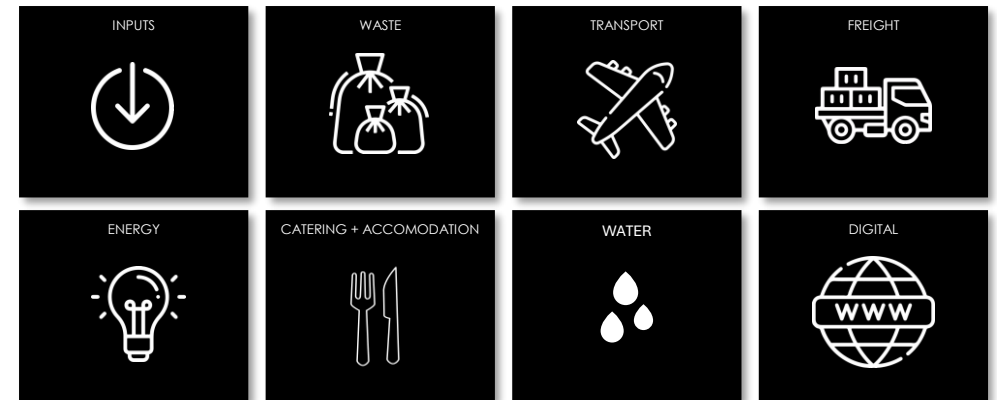


DOWNSTREAM



SUSTAINABILITY CARBON REPORT

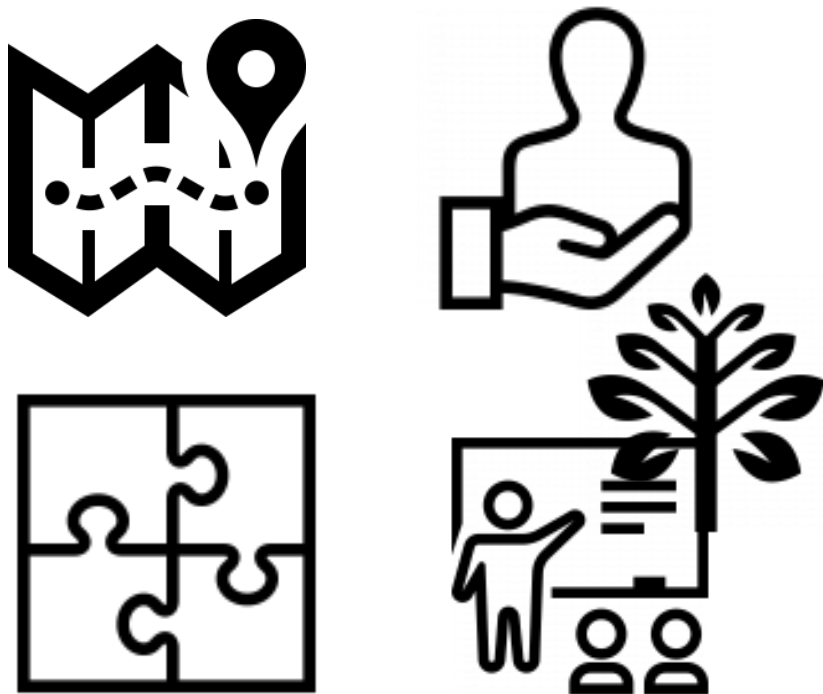
- 6 mandatory event functions, 2 optional (Water, Digital)
- We collect all the data: inputs, waste, transport, freight, energy, catering and accommodation
- We help you to collect the specific data of your teams and guests



GREENHOUSE
GAS PROTOCOL

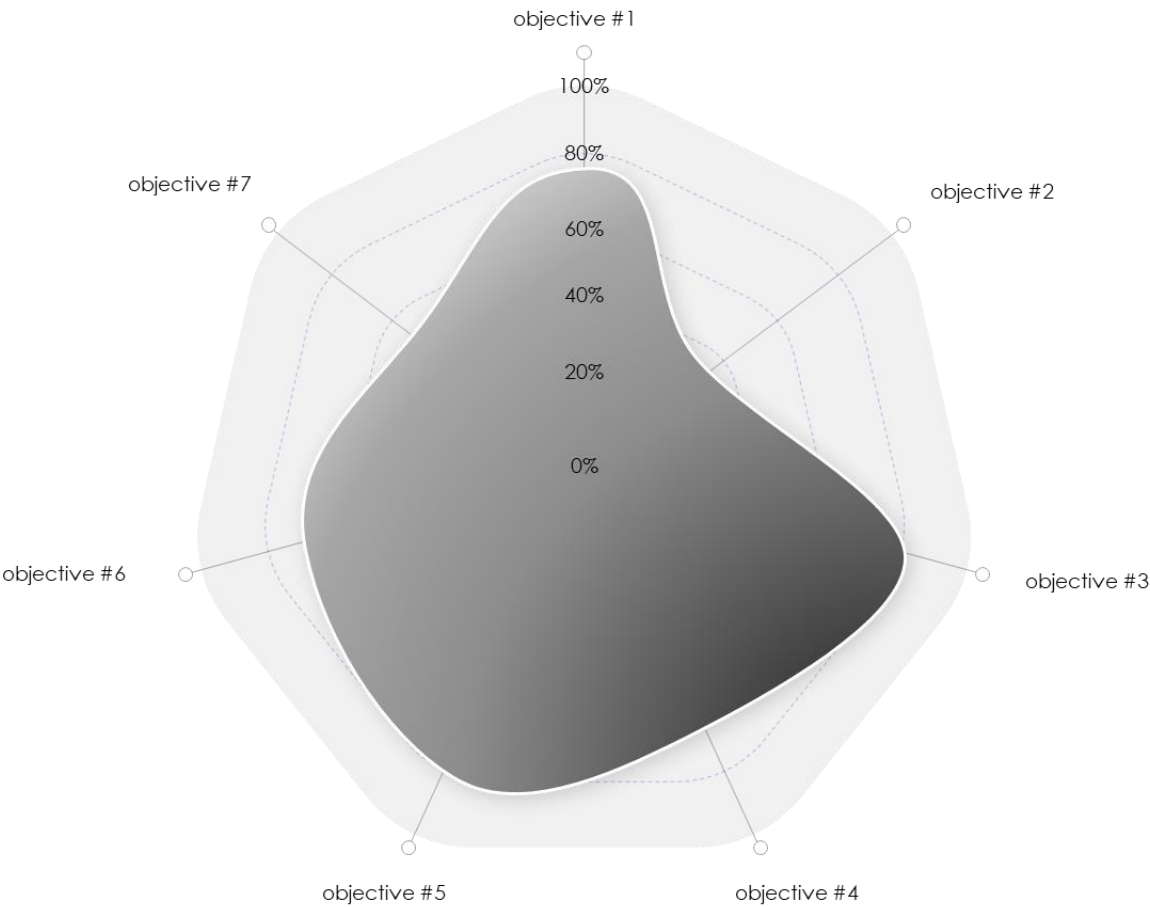
SOCIAL AND ECONOMIC

- Our KPIs for your report:
- Number of local partnerships with NGOs and charities
 - Local employment, training and vocational education
 - Assessment of sustainability awareness and best practice sharing
 - Audit - Suppliers

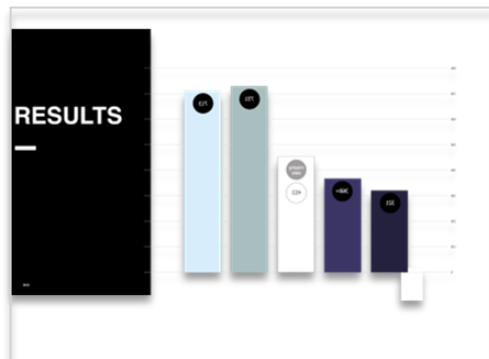
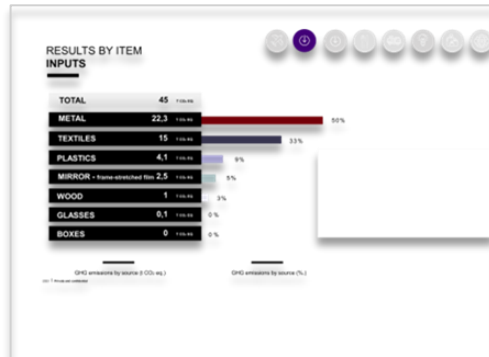
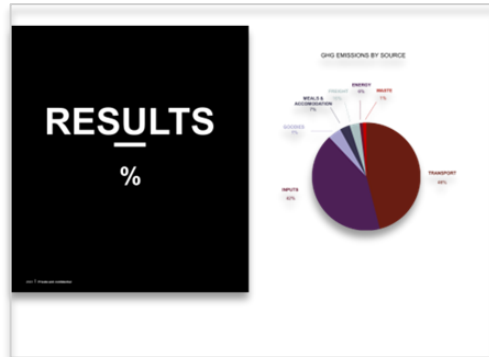


GLOBAL PERFORMANCE

- At the beginning of your event, we will work together to define our main objectives
- Examples: 10% of final waste (elimination), zero plastic bottles, 40% of rentals, 90% of domestic electricity, only green fuel generators, zero injuries, 1 new partnership with a local charity



OUR REPORTS - SAMPLES



SUSTAINABILITY PROCESS

Principles - e.g. applied to carbon reporting:

- Bureau Betak manages the collection of data from all suppliers, venues and other interested parties
- We help you collect specific data from your teams and guests, providing personalized and easy to complete spreadsheets
- The process starts a few weeks before your event with a kick-off meeting

We share a progress report (%)

Kickoff meeting

- Project Milestones
- Project teams: owners, contact details
- Deliverables information: content, format, due date

Collecting process management

%

Data validation

%

Analysis

%

Results

%

- Meeting
- PDFs

CONTACT

FOR YOUR ESTIMATE: please contact our teams



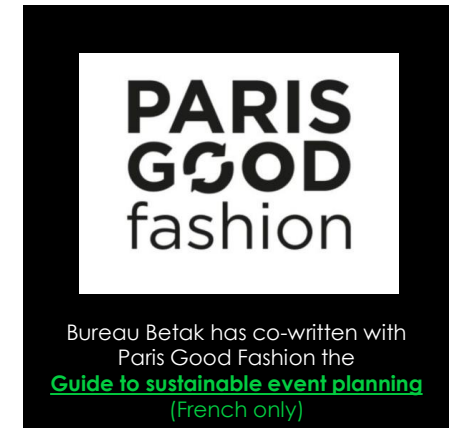
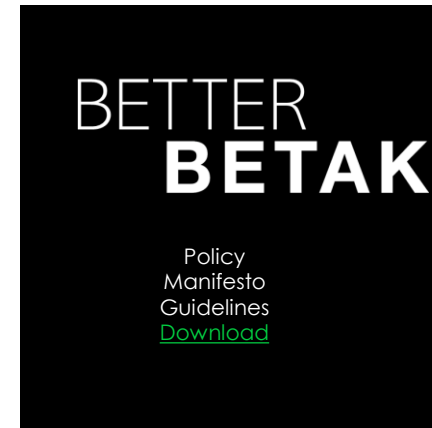
Indicate your events and services selection, [HERE](#)



And/or contact our Sustainability Department

Nicole nfomekong@bureaubetak.com

SUSTAINABILITY LINKS AND INFORMATION



What is ISO 20121?

- ✓ Responsible Sourcing
- ✓ Human Rights
- ✓ Health and Safety
- ✓ Risk Management
- ✓ Impact assessment | KPIs
- ✓ Governance
- ✓ Alignment with SDGs
- ✓ Mandatory annual auditing

BUREAUBETAK

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