



# GREEN ACTION PLAN

The Slovenian Global Forum

For the organization of the Slovenian Global Forum event, we have adopted a Green Action Plan, which commits us to organizing an event that is responsible towards the environment, society, and participants.

FIELD	GOAL	MEASURE
<b>MOBILITY</b>	Enable easy access with public transport	We decided on the event venue based on its accessibility by public transport.
	Adjust the event schedule in alignment with public train and bus timetables.	We have adjusted the event start time to align with public transportation schedules.
	Measure the carbon footprint of transport	We included a question in the event registration form about participants' arrival method to collect data for calculating the carbon footprint.
	Reduce the carbon footprint	We prepared sustainable travel instructions for reaching the venue and published them on our website. Participants will also be informed via email.
	Reduce the number of trips	Most meetings with subcontractors have been and will be held online.
<b>PROJECT MANAGING</b>	Define key measures in the event's Green Pledge	We adopted a Green Pledge for the event, in which we defined seven key areas of action.
	Get acquainted with the key criteria of »Planet Positive Event«	During the preparations, key negative impacts on the environment and society were identified, and all key groups were informed (venue, participants, partners and sponsors).
	Prepare an action plan	We established a green action plan for the event, identifying key steps toward the sustainable transformation of the event
	Appoint a green leader	For the sustainable transformation of the event, we chose the Planet Positive Event and appointed the green leader of the event (Klemen Mesarec Hercog).
	Offer training for employees and subcontractors	We trained team members and subcontractors to implement the measures relevant to their role in the project.



PODROČJE	CILJ	UKREP
<b>COMMUNICATION</b>	Promote sustainable event management	We will use the event through various communication tools to promote sustainable event management.
	Publish sustainable content on the website	Na spletni strani bomo objavili trajnostne informacije o dogodku.
<b>VENUE</b>	Reduce the use of plastic	We will require the venue to minimize the use of plastic.
	Collect waste separately	In agreement with the venue, separate waste collection will be ensured.
	Sustainable decoration	For decoration, we will use plants grown locally at a family-run nursery, which, after the event, will not be discarded but will be given new homes.
	Train employees	Together with the venue, we will train the employees of the venue.
<b>ORDERING SERVICES</b>	Mindful shopping	Before every purchase, we will always consider whether we truly need the product or service and whether we could avoid the purchase by borrowing or exchanging.
	Less is more	Na dogodku bomo poskrbeli za naročanje pravih količin izdelkov in s tem posredno zmanjšali količino odpadkov in ogljični odtis dogodka.
	Preference ordering	In event organization, we prioritize local and seasonal products, as well as healthy and environmentally less harmful items.



PODROČJE	CILJ	UKREP
<b>FOOD AND BEVERAGE</b>	Ensure climate-friendly catering	We will ensure that the culinary offerings at the event are climate-friendly. This means the food is mostly plant-based, grown in a sustainable way – organic or biodynamic, food that does not end up as waste, seasonal, locally produced, bought as directly as possible, minimally processed, and with minimal packaging.
	Manage food waste	We will encourage participants to sign up for lunch if they plan to attend. In collaboration with the catering provider, we will document the amount of food waste at the event and prepare a plan for reduction.
	Inform about allergens	In collaboration with catering company, we will monitor and gather information on ingredients, particularly allergens, in food items and ensure that allergens are clearly displayed.
	Ensure reusable cutlery and dishes	We will ensure that the cutlery and dishes used at the event are mostly reusable (90%).
<b>MULTIMEDIA EQUIPMENT AND PRODUCTION</b>	Optimize the equipment	The size of multimedia equipment will be adjusted to the size and needs of the spaces. We will also use existing equipment in the rooms (e.g., projectors).
	Ensure smart use of equipment during rehearsal and event preparations	During event preparations, we will require the smart use of equipment. This includes limiting the use of projectors, spotlights, and sound equipment during preparation when sound checks or other forms of rehearsals are not taking place (switching off when not in use).
	Use energy-efficient equipment	At the venue, where possible, we will use multimedia equipment that meets the latest Energy Star standard for energy efficiency. This will be verified with an Energy Star certificate or appropriate technical documentation from the manufacturer.
	Green stage manager	Sustainable event production requires a lot of collaboration and timely communication with all stakeholders. Therefore, we will appoint a green stage manager for the event who will ensure sustainable execution from start to finish.



**PODROČJE**

**CILJ**

**UKREP**

**REGENERATIVE  
EFFECTS**

Sustainable transformation among participants

We will strive for sustainable transformation among the participants, encouraging each of them to contribute, within their capabilities, to reducing the environmental impact.