

## **Zero Waste Events**

“Zero waste events are planned in advanced to limit resource consumption and to reduce the amount of waste created. In addition, zero waste events strive to recover material produced at the event through reuse, recycling, or composting <sup>1</sup>.”

### **How to Organize a Basic Zero Waste Event**

#### *Advertising*

1. Advertise the event using electronic messages through Facebook, Twitter, electronic event calendars, electronic event bulletin boards, e-mails to listservs, electronic invitations and text messages.
2. If paper advertising is necessary, use recycled paper or paper that has print on one side and would have been recycled.
3. Advertise the event as zero waste and tell attendees to bring a mess kit (reusable mug, container, silverware and napkin).
4. On the day of the event, advertise by writing on dry-erase board easels (rather than creating paper posters).
5. At the event, avoid handing out pamphlets and make all of the information available on your website.

#### *Catering*

1. Contact the catering company before the event and ask them to use reusable serving containers and minimal paper, plastic and aluminum disposable containers when serving the food.
2. Drinks should be bought in bulk containers (2 Litters) or made from concentrate to avoid unnecessary waste.

#### *Waste*

1. Waste management stations should be set up around the room to include garbage, recycling and composting bins.
2. Bins should be well labeled.
3. After the event, dispose of material properly (ex: bring compost to composting facility, recycle the recyclables and place the garbage in waste receptacles).

### **Attending a Zero Waste Event**

1. Bring reusable mugs, containers, silverware and napkins.

### **More Resources**

- <http://www.grrn.org/zerowaste/>

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<sup>1</sup> [http://www.grrn.org/zerowaste/articles/biocyte\\_zw\\_commentary.html](http://www.grrn.org/zerowaste/articles/biocyte_zw_commentary.html)

- [http://openwetware.org/wiki/MIT\\_ZeroWasteEvent\\_PlanningGuide\\_Wiki](http://openwetware.org/wiki/MIT_ZeroWasteEvent_PlanningGuide_Wiki)