YOUR LOGO HERE

event:decision track

Post-Event Impact Assessment

track, from event:decision

Host organisation: YOUR COMPANY
Event Date: 22-26 May 2022
Event: YOUR EVENT
Location: YOUR EVENT LOCATION
Date of assessment: YOUR ASSESSMENT DATE

track
YOUR TRACK REPORT

- **Results**
  - Data showing the total estimated carbon footprint associated with your event, by event function

- **Benchmarks**
  - Displays your event carbon footprint, measured by delegate or sqm. of stand, when compared with other similar measurement delivered by EventDecision

- **Mitigation & Offset**
  - Shows you the effect of changing variables over which you have some control and the financial liability for offset, where appropriate.
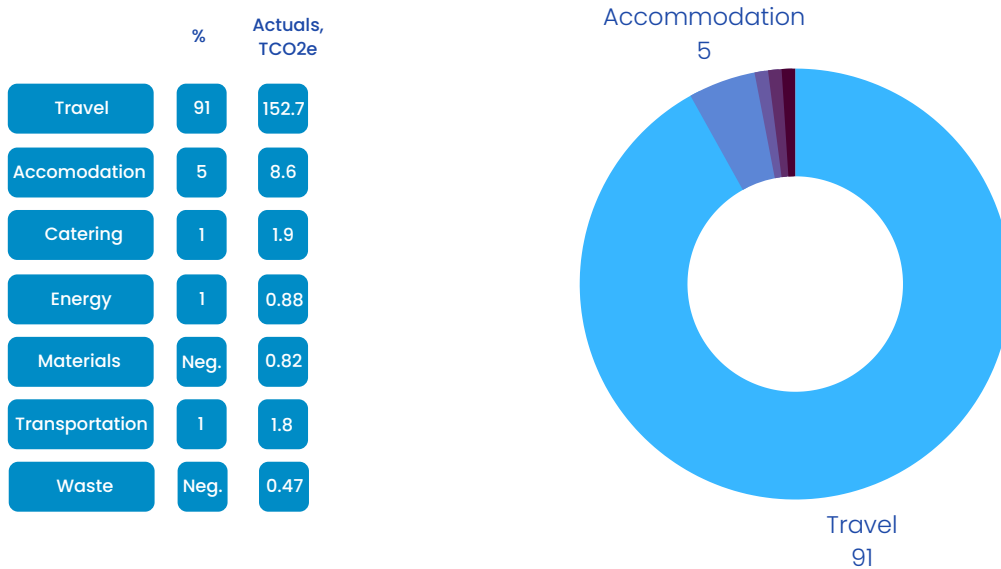
track
BRIEF: YOUR BRIEF

- Group, staff and host numbers as detailed in your brief
- Flights as detailed within your brief
- Delegate transfers as detailed within your brief
- Crew flights and travel as detailed within your brief
- Gifts & packaging as detailed within brief
- Catering within Your Event as detailed within your brief
- Catering outside of Your Event based on delegate and bed night numbers
- Accommodation for crew and delegates as detailed within your brief
- Build elements, furniture & materials estimated from plans & visuals shared within brief
- Transportation of above from points of origin as per brief
- Power use estimated on sqm. and AV install as detailed in your brief
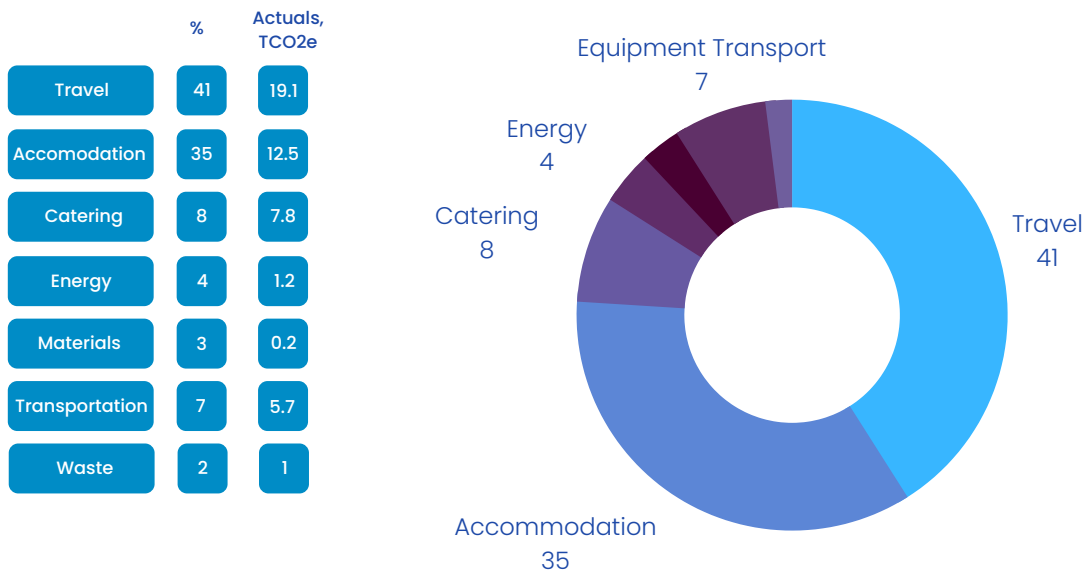
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YOUR EVENT FOOTPRINT (SAMPLE)

Breakdown of emissions INCLUDING DELEGATE TRAVEL:

Total tonnes CO2e calculated: 167.1 TCO2e

	%	Actuals, TCO2e
Travel	91	152.7
Accomodation	5	8.6
Catering	1	1.9
Energy	1	0.88
Materials	Neg.	0.82
Transportation	1	1.8
Waste	Neg.	0.47

Accommodation
5

Travel
91

Breakdown of emissions EXCLUDING DELEGATE TRAVEL:

Total tonnes CO2e calculated: 24.5 TCO2e

	%	Actuals, TCO2e
Travel	41	19.1
Accomodation	35	12.5
Catering	8	7.8
Energy	4	1.2
Materials	3	0.2
Transportation	7	5.7
Waste	2	1

Equipment Transport
7

Energy
4

Catering
8

Travel
41

Accommodation
35

Boundaries:
Event duration (days), Delegates (where applicable), Staff, Event Area (sqm.)
Travel: guest, crew and staffing travel by mode (air, private vehicle, public transport) and distance.
Accommodation: hotel nights for guests, build crew or stand staffing, by star-rating.
Catering: includes number of meals (non-vegetarian, vegetarian, vegan) consumed by guests, crew, build staff for duration of event.
Energy: actual consumption as estimated or measured by venue (kW)
Materials: printed matter, plastics, recyclable materials and other materials used in delivery
Transportation: transported weight of AV, materials, furniture and other stand-based items, distance and mode of transportation.
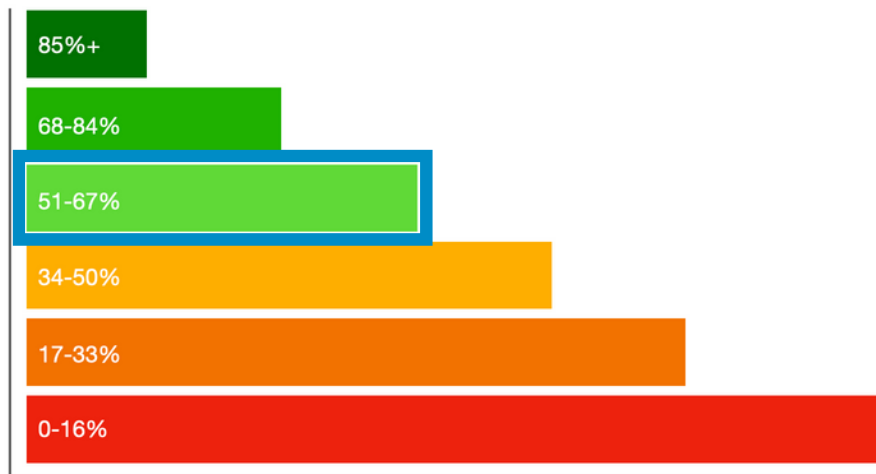Waste: recyclable and residual waste.

YOUR EVENT BENCHMARK

Illustration of Your Event 2022 total carbon footprint:

Tonnes CO2e per guest, based on 75 clients & external guests with event crew per day:

167.1 TCO2e = 2.29 TCO2e per person

At this level, Your Event 2022 produced fewer emissions per guest than 53% of conference-style events* measured by EventDecision.

*Above data is based on calculations conducted by EventDecision from Mar 2021 -Jun 2022 for comparison purposes. May be used for illustrative purposes only, not for ESG audit or offset reporting. Total event data includes events from 50 to 140,000 delegates in virtual, hybrid and in-person event formats at a local, regional and global level, with stand-builds from 9sqm. to 200sqm.

MITIGATION & OFFSET

- Use the data to support mitigating the emissions impact of the next event using a sustainable event planning process.

- Data sensitivity for manageable variables:

    - Air travel
    - Removing the private jet element from this calculation reduces the overall footprint by 30%
    - Catering
    - Providing all catering as vegetarian reduced the overall footprint by 0.2%

- You may choose to offer OFFSET solutions via EventDecision, or via a channel within your agency or client organisation. Please contact EventDecision for a menu of certified projects.

As a guide, to directly offset carbon emissions for the event:

- **Your Event 2022**
- **167.1 Tonnes C02e***
- **Offset for carbon neutral certification:**
- **<£4,077 dependant on project chosen**

*this measurement includes all client Scope 3 emissions, as defined by GHG Protocol and measured in accordance with IPCC Principles.