

Science & Conservation Events Sustainability Guidance

Overview

The ZSL Institute of Zoology (IoZ) hosts a range of Science and Conservation meetings, symposia, and other events to facilitate communication and engagement between scientists, conservationists, and the public. Ultimately, we want to inform people about wildlife and conservation, and inspire them to care or take action to protect its future.

IoZ staff and students will often attend other events and conferences to showcase their work. We want to enable our science and conservation professionals to share insights that benefit wildlife, people, and the environment.

This guidance outlines the steps the IoZ takes towards more sustainable event delivery, and how guests can support these actions. This includes more sustainable travel options for anyone travelling to our and other events. This guidance is in accordance with ZSL's [commitment to carbon reduction](#), which provides information on ZSL's carbon management including offsetting, and the travel principles of ZSL's Science Directorate.

Targets

According to our commitment to carbon reduction plan, we aim to reduce business travel emissions from air, road, and rail by 50% by end of 2030/31, based on FY 2019/20.

ZSL GHG Emissions by Scope (tCO ₂ e)	2019/2020	2020/2021	2021/2022
Business travel (air)	557	53	140
Business travel (road)	16	8	10
Business travel (rail)	2	0.3	1
Business travel (sea)			

What we do

Reduce travel requirements

For all events and meetings, we aim to:

- Provide opportunities for online attendance through platforms such as Teams and Zoom, particularly when the event is held in person
- Ensure meaningful engagement for online attendees to ensure equitable access
- Keep a record of events and meetings (video and/or audio)

Encourage reduced travel

- All event webpages and invites to events will include details on better transport options, including reaching the event location by public transport, giving options and alternatives where applicable
- Share details of how guests can participate in online interaction for events

Reduce event material

- We will no longer provide printed event abstract booklets and programmes for all guests*, instead providing QR codes to view the documents on a mobile device, reducing paper and shipment-related carbon emissions
- We will send downloadable versions of event documents to guests in advance to allow guests to print these if they wish
- All badges supplied for guests at events will be in a reusable holder, with inserts made of recyclable materials

**Please note that a small number of printed papers will be available to guests with additional accessibility requirements who are unable to print at home*

Sustainable catering

- Where applicable, loZ events will be catered, however we aim to provide only vegan and vegetarian food at events as this has a significantly lower carbon footprint than meat-based products
 - All dietary requirements will be catered for, however reducing options limits potential for food waste
 - The use of reusable cups and crockery will be standard where possible
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What we ask you to do

Travel to events

Applicable to staff, students, speakers, guests and other stakeholders associated with IoZ events.

- Travel via public transport is encouraged, and should always be [via economy class](#), except where reasonable adjustments and exceptions apply
- Domestic flights are discouraged, and the use of trains and Eurostar from continental Europe is preferred
- Intercontinental flights should only be undertaken where there is no reasonable alternative, and we encourage combining meetings/events/conference visits into one trip to minimise the need for multiple flights. Economy class should be the first choice of travel.
- Estimate your emissions from travel using: calculator.carbonfootprint.com/calculator.aspx
- Plan non-train travel across Europe using: www.seat61.com

Reduce event material

- Make use of QR codes at our events, and if you do wish to have a printed version of event programmes or abstract booklets, tell us in advance or print at home
- Return your name badge at the end of an event so we can recycle the insert and reuse the holder

Help us facilitate sustainable catering

- We will continue to cater for all dietary requirements, however please ensure that if you do let us know of an allergy or requirement, you eat the food dedicated to you to minimise wastage
- Bring a reusable water bottle to refill
- Bring a reusable coffee cup to refill

Provide feedback

- Let us know what is working and what isn't, and where we can make improvements in terms of sustainability at IoZ events

We are dedicated to making sure our events offer a welcoming and accessible environment for everyone and appreciate some guests may require additional support to take full advantage of, and benefit from, our events. Whilst we aim to enforce this guidance wherever possible, we are also pleased to facilitate and support engagement for all attendees. Please get in touch if you have any queries regarding accessibility requirements at our events at scientific.events@zsl.org