

Title: Mandate Events to be Zero Waste

Lead Investigator: *Brigid Wall, Buyer*

Affiliation: *S.W, P & F Working Group*

Purpose: *Require events held on campus to be zero waste.*

Description: Our campus needs to be dedicated to reducing our waste footprint, this includes individuals or organizations having an event on campus. An event is zero waste when, “90% of all materials generated and discarded at the event are diverted from the landfill through reuse, composting, or recycling. Some event organizers may also take the extra step of reducing energy use and transportation or utilizing alternative fuel sources.”¹ Working as a team will be critical to the achievement of introducing zero waste elements in our events.

There were approximately 900 campus events (ranging from coffee service to fully catered large scale events) catered through Dining Services in the 2014-2015 fiscal year. Effective January 2016, Dining's standard catering pricing includes reusable silverware, plates, and cups. Groups are responsible for any replacement costs associated with reusables not being returned after the event. Some events held in public places (e.g. the UC Quad) can request compostable items to minimize costs associated with reusables being lost. These events must work with Dining and the Sustainability office to ensure proper compostable collection bins are provided. Dining Services is working to develop a price structure for the rental of reusables for events catered through outside vendors.

Waste-Reduction & Resource Awareness Program (WRRAP) offers Green Event Certification for events that meet an established matrix.² The evaluation criteria includes advertising, waste disposal techniques, dining ware and utensils to be used, food service methods etc. In 2014-2015 there were between 10 and 15 certified green events.

Recommendation: Establish a campus definition of a Zero Waste Event. Identify the best criteria for the zero waste event requirement (e.g., if food is to be served, if more than 25 attendees are expected, etc). Develop and formalize a written policy requiring events held on campus to be zero waste. Revise the Application for Lease/Rental of University Facilities form to include language on bottle free, zero waste, and green events certification. Update the WRRAP website, creating a resource for people trying to meet our defined criteria. WRRAP currently provides some consultation for Zero Waste Events to the event organizer, primarily on the front end of the events. WRRAP would continue to provide this guidance but ultimately it would be the event organizer's responsibility to enforce and request additional services if necessary. Zero Waste Events would start in the planning and publicity stages and would take into consideration communication by means of chalking, emails and websites as opposed to flyers and mailers, use of recycled paper or reusable signs, minimizing packaging for prizes or decorations, etc.. Considerations for event locations should include naturally-lighted meeting rooms, smart classrooms where the agenda could be displayed on screens, dry erase boards instead of flip chart paper, etc. Lastly, the event would provide food and recycling options such as reusable silverware, plates and cups, local and organic food when possible, clearly labeled recycle and compost bins with compostable garbage bags, elimination of bottle beverages, etc. Custodians, servers, bartenders, and volunteers would need to be trained in proper procedures for composting. Announcements and clear signage would be made about the zero waste activities.

- **Scale and Scope:** Campus wide, state and non-state entities, student clubs, outside organizations
- **Timing:** Start immediately with events catered through Dining Services. Write policy in Fall 2017, formalize in Spring 2018 and require compliance starting Fall 2018.
- **Key Participants:** HSU President, Office of Sustainability, Dining Services, Athletics, University Center, Housing & Residence Life, Risk Management, Facilities Management, Clubs & Activities.

Summary of Estimated Costs, Benefits and other Impacts:

- **Costs**
 - *Costs to re-orient event to zero waste will primarily be absorbed by lessee and/or event organizer (e.g., using durable dishware instead of disposables)*
 - *Costs to HSU include initial staff time to update application for lease/rental agreement and formalize policy, marketing and outreach materials, and updates estimated at \$2,800 over project life (20 years)*
- **Benefits**
 - *Reduced waste generated on campus*
- **Other Impacts**
 - *Further promotes the campus strategic plan and the University reaching its targets of (a) 80% waste diversion by 2020 and (b) zero waste beyond 2020*

Dollar Spent/GHG Reduction: -\$44/MTCO2e (Negative Cost Abatement)

- Estimate 3 tons landfill waste generated/year from on-campus events
- \$123 tip fee for solid waste in 2017
- Estimate 6 MTCO2e per year from event landfill waste

References:

- [1] <http://ruralaction.org/wp-content/uploads/2012/01/Zero-Waste-Event0Guide-2.26.13.pdf>
 [2] www.humboldt.edu/wrrap/zerowaste

GHG Emissions Analysis – Summary Report

(Version 13, 3/15)

Analysis of GHG Emissions from Waste Management

GHG Emissions from Baseline Waste Management Scenario (MTCO2E):	1
GHG Emissions from Alternative Waste Management Scenario (MTCO2E):	-5
Total Change in GHG Emissions: (MTCO2E):	-6

Material	Baseline Scenario					Alternative Scenario					Change (Alt - Base) MTCO2E	
	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted	Total MTCO2E	Tons Source Reduced	Tons Recycled	Tons Landfilled	Tons Combusted	Tons Composted		Total MTCO2E
Mixed Paper (primarily residential)	0	1	0	N/A	0	1	0	0	0	N/A	-3	-4
Mixed Recyclables	0	1	0	N/A	0	N/A	1	0	0	N/A	-1	-2
Food Waste	N/A	1	0	0	0	0	N/A	0	0	1	0	0

Note: A negative value indicates an emission reduction; a positive value indicates an emission increase.
 a) For an explanation of the methodology used to develop emission factors, see Documentation for Greenhouse Gas Emission and Energy Factors Used in the Waste Reduction Model (WARM) – available on the Internet at <http://epa.gov/epawaste/conserve/tools/warm/SWMGHGreport.html>
 b) Emissions estimates provided by this model are intended to support voluntary GHG measurement and reporting initiatives.
 c) Total emissions estimates provided by this model may not sum due to independent rounding.