



## The Two Oceans Aquarium Environmental Charter

The Two Oceans Aquarium aims to raise awareness of environmental issues and promote conservation. Management of the Aquarium believes that it is imperative that the company lead by example and ensure that it actively strives to reduce the impact of its operations on the environment.

**To this end, we at the Two Oceans Aquarium, are committed to:**

- achieve sound environmental practices across our entire operation;
- comply fully with all environmental legislation;
- minimise our use of energy, water and materials;
- minimise our waste and reduce, recycle and reuse the resources we consume wherever practical;
- reduce our pollution to a minimum and, where appropriate, to treat effluents;
- encourage our staff, volunteers, visitors, suppliers and contractors to participate in our efforts to protect the environment;
- work with others in industry, in education, in public agencies and the broader community to achieve wider environmental goals;
- provide all our employees with the training and resources required to meet our objectives;
- openly communicate our policies and practices to interested parties;
- monitor and record our environmental impacts on a regular basis and compare our performance against our policies, objectives and targets.

**“Our vision is to foster love, respect and understanding of our oceans to inspire support for their future well-being. We cannot do this effectively or with credibility if our own operations impact negatively on the environment” .**

**~ Dr Patrick Garratt, Managing Director**



# 8<sup>th</sup> IAC Sustainability Policy

*We have a responsibility to ensure that the 8<sup>th</sup> IAC does not cost the earth ... we have a moral imperative to take steps which reduce and manage the footprint created by the event.*

**Recycle, reduce, re-use, rethink and refuse. Local is lekker!**

## 1. Procurement

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

Refer to <http://eventgreening.co.za/suppliers/> for a comprehensive list of suppliers.

**The most critical question to be asked in procurement is “Do we really need this?”  
If the answer is yes, are there better alternative options in line with the guiding principles below?**

### Guiding Principles:

- Promote the procurement of local goods and services.
- Encourage environmentally friendly products that are certified and credible.
- Encourage the use of goods with recycled content, or goods that can be reused or recycled.
- Encourage the use of goods with minimum toxic chemicals.
- Avoid the use of single-use disposable products e.g. paper cups or serviettes.
- Avoid goods that are excessively packaged, and buy in bulk whenever possible.
- Request food that is local, seasonal and organic whenever possible.
- Request products that are provided by ethical and fair-trade sources.
- Request that all fish complies with the Southern African Sustainable Seafood Initiative (SASSI) guide. <http://www.wvfsassi.co.za/>
- Select venues (hotels, conference facilities, etc.) that implement greening principles, and have a corporate social responsibility towards employees.
- Select venues (hotels, conference facilities, etc.) that are accessible by public transport, or within walking distance.
- Select transport service providers that have vehicles with alternative fuels and technologies, to minimise energy consumption and pollution. <http://thegreencab.co.za/>
- Although ‘eco’ refers to the environment, it is also important that all health and safety standards are abided by when hosting sustainable events.

### Guiding questions:

- Where does the product come from?
  - Is the product locally manufactured?
  - If it is imported, is there no local alternative available?
  - If it is imported, is it the most environmentally-friendly option available?
- What is the product made of?
  - Is the product environmentally-friendly?
  - Are the ingredients bio-degradable?
  - Are the ingredients organic?
  - Are the materials locally sourced/produced?

- Does the product have any certification or eco-label e.g. certified organic, Fair Trade <http://www.fairtrade.org.za/>, Marine Stewardship Council (MSC) <http://www.msc.org/>, FSC (Forest Stewardship Council) <http://www.fsc.org/>, Biodiversity Wine Initiative [www.bwi.co.za](http://www.bwi.co.za).
- Has the product been tested on animals?
- Is the product seasonal?
- Has it been manufactured from sustainable resources e.g. sustainable forests?
- Has it been made from recovered or recycled materials, or from by-products from other processes?
- Can the product be recycled or re-used?
- Packaging:
  - Is the packaging necessary?
  - How is the product packaged?
  - Is the packaging minimal?
  - Can the packaging be reduced, re-used or recycled?
  - Will the supplier take the packaging back for re-use?
- Where is the supplier situated and is there another one closer? i.e. how far must the product travel to reach us?
- Can the product be bought in bulk (without wastage) to reduce carbon footprint?
- Is there a more sustainable and environmentally friendly / organic alternative?
- Does the supplier have a sustainability policy?
- Does the supplier source products from the local community?
- Does the supplier employ local people?

In terms of service provision, the following guiding questions will be considered and evidence requested where appropriate:

- Does the service provider employ local people?
- What is the service provider's BEE status?
- Does the service provider have a sustainability policy?
- Does the service provider support any conservation or social upliftment initiatives/programmes?

## Accommodation

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### Guiding principles:

- Hotels must be selected within close proximity (preferably walking distance) to the CITCC.
- Hotels should be members of the Heritage Environmental Rating Programme <http://www.heritageza.co.za/>, FTSA <http://www.fairtourisma.org.za/>, Green Leaf <http://www.greenleafecostandard.net/>, GreenStay <http://www.greenstaysa.org.za/ag3nt/system/index.php> or Green Globe <http://www.greenglobe.com/>.  
*Heritage Silver status members: - Southern Sun Cullinan, Southern Sun Waterfront, Breakwater Lodge, Cape Grace Hotel and The Commodore Hotel*
- If accommodation does not fall into the categories of being within *close proximity* i.e. walking distance or having an environmental rating of some kind, then they should not be selected to host delegates.

## Venues (non-accommodation)

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.



The CTICC is the confirmed conference venue. It has ISO 14000 certification. Refer to <http://www.cticc.co.za/public/main/goingGreen.aspx>

We are a green conscious convention centre.

### Guiding principles regarding non-accommodation venues:

- All venues must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- If an open air event is to take place, an environmental impact assessment may be necessary (as stipulated by the National Environmental Management (NEMA) Act 107 (1998). Permits will be required from the local authorities.
- Choose venues for entertainment which are in close proximity to the conference venue and/or hotels
- Where possible choose venues which use natural lighting and ventilation rather than air conditioning
- Consider the use of biodiesel for generators if required

## Food & beverage

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### Guiding principles:

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- Encourage environmentally friendly products that are certified and credible e.g. organic, Fair Trade <http://www.fairtrade.org.za/>, Marine Stewardship Council (MSC) <http://www.msc.org/>, Biodiversity Wine Initiative [www.bwi.co.za](http://www.bwi.co.za)
- Only green SASSI products must be served. Refer to <http://www.wwfsassi.co.za>
- Offer vegetarian meal options, and where possible, minimise the quantity of red meat offered.
- Free range meat/chicken/eggs should be sourced wherever possible.
- No bottled water is to be served
- Promote the procurement of local goods and services. Products should be locally sourced and be in-season
- Single-use disposable items e.g. cutlery, crockery and serviettes should be avoided wherever possible, but if required biodegradable products are preferable. See [www.greenhome.co.za](http://www.greenhome.co.za); <http://www.natural-pack.com/>
- Encourage the use of goods with recycled content, or goods that can be reused or recycled.
- Avoid goods that are excessively packaged, and buy in bulk whenever possible.
- Encourage use of bulk products rather than individually wrapped products e.g. avoid sugar, salt, pepper and tomato sauce sachets
- Avoid the use of straws!
- When confirming numbers with caterers, try to establish the exact number of participants to avoid wastage.
- Is there a plan in place to utilise left-over food and to dispose of wet/organic waste?

### Guiding questions:

- Is it local?
- Is it in season?
- Is it certified?
- Is it biodegradable?

## Waste management

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### The 8<sup>th</sup> IAC:

- recognises that it has a responsibility for the impacts that waste generated by its activities has on the environment.
- recognises that responsible procurement practice forms an integral part of its overall waste management strategy
- is committed to the practice of reduction, recovery, recycling and reuse of its overall waste
- is committed to minimisation of waste and the reduction of landfill wherever possible
- is committed to the safe and responsible disposal of all waste generated by its activities.
- Is committed to collect required documentation, registers or certificates on the processes / procedures followed or to be followed with regards to waste removal, handling and/or disposal by those dealing with waste on behalf of the 8<sup>th</sup> IAC.

### Guiding Principles

- Efforts should be made to reduce consumption and waste in conference administration through optimal use of technology and resources. Such practices include, but are not limited to: printing only when necessary, printing double-sided, use of electronic media wherever possible, use of re-usable name badges, indigenous plants instead of cut flowers, use of white boards instead of flipcharts, use of recycled paper if paper required, recycling of paper if used, limited number of inserts/pamphlets in delegate bags, printer cartridges must be disposed of via recognised e-waste service providers, delegates to be encouraged to bring their own stationery
- Implement multi-bin waste system in conference areas to promote separation at source and recycling.
- Best practices in waste management must be applied to all spheres of the 8<sup>th</sup> IAC

## Transport

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### Guiding principles

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- Select transport service providers that have vehicles with alternative fuels and technologies, to minimise energy consumption and pollution.
- All activities associated with the 8<sup>th</sup> IAC should be organised and managed in such a way as to minimise transportation of delegates.
- When transport is required, delegates should be moved in groups rather than individually e.g. airport, hotel and event transfers.

## Energy

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### Guiding principles

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.

- Strive to be as energy-efficient as possible during the planning, build-up and execution of the 8<sup>th</sup> IAC
- Promote the use of energy efficient appliances and equipment to exhibitors and delegates
- Encourage delegates to be energy efficient and to consider their use of electricity at the congress and at their accommodation facilities
- Encourage the use of rechargeable batteries only
- Select a venue/accommodation that has an energy-efficiency policy in place
- Where possible use natural light and ventilation rather than air conditioning
- Switch off all lights when leaving a room/venue.
- Consider using only 50% of lighting during preparation and cleaning of venues
- Consider the use of biodiesel for generators

(Purchase RECs for your event. Renewable energy certificates (RECs) allow the purchase of renewable energy to match the consumption of electricity for a specific event, and are normally denominated in units of megawatt hours (MWh). It supports the production and distribution of renewable energy in South Africa in line with government targets.)

#### **Guiding questions:**

- Is there energy efficient lighting in the selected venue and is there an energy policy in place?
- Have unnecessary appliances and equipment been turned off when not in use?
- Can the energy needed be procured through “off-the-grid” energy sources like wind, solar, etc. power?

## **Water**

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

#### **Guiding principles**

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC’s Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- The consumption of bottled water is discouraged and delegates should be encouraged to drink tap water instead.
- Onsite water dispensers should be made available if possible.
- Re-usable containers should be provided to the delegates (either for free or at cost). See <http://forloveofwater.co.za/>

## **Support of local communities**

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

#### **Guiding principles:**

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC’s Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- Wherever possible goods and services should be sourced locally and should support local entrepreneurial projects e.g. Learn to Earn <http://www.learntoearn.org.za/>; Streetwires <http://www.streetwires.co.za/>; etc.
- Proudly South African goods and services should have preference.
- Encourage fair employment practices, and contract service providers that do the same.
- Hire local staff wherever possible, and where there is no expertise, train local staff.
- Avoid using goods or practices that are hazardous to human health.
- Donate unused food and other usable items to local charity organisations.

### **Guiding questions:**

- If it is imported, is there no local alternative available?
- Does the service provider employ local people?
- What is the service provider's BEE status?
- Does the service provider support any conservation initiatives/programmes?

## **Biodiversity/Conservation**

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### **Guiding Principles**

- All service providers must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- Encourage environmentally friendly products that are certified and credible e.g. organic, Fair Trade <http://www.fairtrade.org.za/>, Marine Stewardship Council (MSC) <http://www.msc.org/>, Biodiversity Wine Initiative [www.bwi.co.za](http://www.bwi.co.za) .
- Ensure that all indigenous plants used have been sustainably harvested.
- Ensure that no threatened or endangered species are used/eaten.
- Check with your venue/accommodation what they are doing to encourage local biodiversity, such as planting indigenous and water-wise plants in their gardens.
- Encourage participant tours to local biodiversity conservation projects or nature reserves, if appropriate.

### **Guiding question**

- Does the service provider support any conservation initiatives/programmes?

## **Exhibitions**

Wherever feasible, use service providers who demonstrate their environmental and social commitments, and every effort should be made to ensure that these suppliers adhere to such commitments. Such service providers need to supply documentation to substantiate their environmental and social commitments.

### **Guiding principles**

- All exhibitors must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in this document.
- Where possible build stands from recycled or recyclable material e.g. Xanita board see <http://www.xanita.com/home> or <http://www.scandisplay.co.za/pages/1570#>
- Use generic banners and/or signage so that it can be used on other occasions. If once-off banner material must be used, make sure it can be recycled.
- Encourage hand-outs that are environmentally responsible and/or use electronic media instead e.g. reusable USB sticks
- Limit the number of hand-outs
- Minimise the amount of lighting used on the exhibition stand and if lighting is required, use LEDs.
- Switch off lights when not required.
- Encourage the use of decoration and display materials which can be re-used.

## Sponsorship

Wherever feasible, sign up sponsors who demonstrate environmental and social commitments and can provide documentation to substantiate their environmental and social commitments.

### Guiding principles

- All potential sponsors must be informed from the outset about the 8<sup>th</sup> IAC's Sustainability Policy and should, wherever possible, apply the relevant recommendations in the various categories in their relevant businesses
- Potential sponsors should not have brands which conflict with the objectives of the 8<sup>th</sup> IAC sustainability policy
- Encourage sponsors to demonstrate their environmental and social commitments by using the 8<sup>th</sup> IAC as a communication platform

## Communication

Wherever feasible, use service providers who demonstrate their environmental commitment, and every effort should be made to ensure that these suppliers adhere to such commitment. Such service providers need to supply documentation to substantiate their environmental commitment.

- Advise delegates about 'green behaviour' and the 8<sup>th</sup> IAC's sustainability/green policy before and during the event (e-newsletters)
- Inform all service providers, suppliers and exhibitors about the 8<sup>th</sup> IAC Sustainability Policy
- Have a 'green' corner at the 8<sup>th</sup> IAC showcasing green products and green initiatives
- Communicate 'green' stories to the media

For more information please contact:

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***Our Vision: To foster love, respect and understanding of our oceans to inspire support for their future well-being.***



## References & useful websites:

### Green events

*Smart Events Handbook: Greening guidelines for hosting sustainable events in Cape Town.*

[http://www.aquarium.co.za/host\\_an\\_event/venues/#smart\\_events](http://www.aquarium.co.za/host_an_event/venues/#smart_events)

[http://assets.panda.org/downloads/one\\_planet\\_events\\_checklist\\_for\\_a\\_green\\_event\\_gl\\_041208\\_2.pdf](http://assets.panda.org/downloads/one_planet_events_checklist_for_a_green_event_gl_041208_2.pdf)

<http://eventgreening.co.za>

<http://eventgreening.co.za/suppliers/>

[http://www.heritageza.co.za/brochures/eco\\_events/index.html](http://www.heritageza.co.za/brochures/eco_events/index.html)

### Accommodation & venues

<http://www.heritageza.co.za/>

<http://www.fairtourismsa.org.za/>

<http://www.greenleafecostandard.net/>

<http://www.greenstaysa.org.za/ag3nt/system/index.php>

<http://www.greenglobe.com/>

<http://www.cticc.co.za/public/main/goingGreen.aspx>

### Transport

<http://thegreencab.co.za/>

### Food & beverage

<http://www.fairtrade.org.za/>

<http://www.msc.org/>

<http://www.fsc.org/>

<http://www.wvfsassi.co.za/>

[www.bwi.co.za](http://www.bwi.co.za)

<http://forloveofwater.co.za/>

[www.greenhome.co.za](http://www.greenhome.co.za)

<http://www.natural-pack.com/>

### Exhibitions

<http://www.xanita.com/home>

<http://www.scandisplay.co.za/pages/1570#>

### Support local communities

<http://www.learntoearn.org.za/>

<http://www.streetwires.co.za/>

[http://www.eyakogreen.co.za/php\\_files/contents/contents.php?cmd=green](http://www.eyakogreen.co.za/php_files/contents/contents.php?cmd=green)

### Other

<http://www.capetowngreenmap.co.za/>