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| **Venue & Address:**  |
| **Person Completing Checklist:** | **Date:** |

|  | **Yes** | **No** | **N/A** |
| --- | --- | --- | --- |
| **ENERGY** |  |  |  |
| Does the venue have any onsite renewable energy sources? eg. Solar Panels, Bio Fuels |  |  |  |
| Does the venue have energy efficient lighting, equipment and ventilation? eg LED lights and well maintained ventilation systems for optimum performance. |  |  |  |
| **WATER** |  |  |  |
| Is there a drink water tap for people to fill their own bottles?  |  |  |  |
| Does the venue have dual flush toilets and use water efficient appliances? |  |  |  |
| Does the venue have a rainwater tank? |  |  |  |
| **PURCHASING HABITS**  |  |  |  |
| Does the venue provide vegetarian, local and seasonal catering options? |  |  |  |
| Does the venue try to minimise single use plastic items (e.g. have they banned straws, balloons, bottled water, take away cups, plastic bags?) |  |  |  |
| Does the venue try to source more sustainable supplies in general (Forest Stewardship Council (FSC) paper products, Fairtrade, Carbon Neutral, environmentally friendly alternatives (e.g. for cleaning products)? |  |  |  |
| **WASTE AND RESOURCE RECOVERY** |  |  |  |
| Does the venue have recycling facilities? |  |  |  |
| Does the venue promote the use of reusable/BYO cutlery, plates, bowls, cups? |  |  |  |
| Does the venue try to reduce its paper printing (e.g. marketing materials) and single use decorative items? |  |  |  |
| Does the venue use upcycled or recycled products and materials? |  |  |  |
| Does the venue have an organic waste facility, donate food that isn’t eaten or simply recycle its food waste? |  |  |  |
| **TRANSPORT** |  |  |  |
| Does the venue have bicycle parking facilities? |  |  |  |
| Is the venue easily accessible by public transport (within 300 metres)? |  |  |  |
| **MEASUREMENT AND REPORTING** |  |  |  |
| Does the venue monitor it’s carbon emissions? |  |  |  |
| Is the venue carbon neutral? |  |  |  |
| **GENERAL COMMENTS:** |