



Margot Natoli Project Management Pty Ltd

Environmental Sustainability Policy

Issued July 2013

Introduction

Margot Natoli Project Management (MNPM) aspires to minimise its impact on our environment and maximise the effective use of resources. We strive to achieve this by increasing communication and awareness of our efforts in accordance with this policy and fostering responsible environmental behaviour amongst collaborators and contractors.

Purpose

This Environmental Sustainability Policy is intended to provide a framework to bring together the different accountabilities involved in event and project management.

Event and project management in particular has an impact on the environment. (MNPM) have a responsibility to lead by example and demonstrate the commitment to sustainability, protecting the environment, minimising adverse environmental impacts and reducing the ecological footprint.

It is also the obligation of (MNPM's) collaborators / contractors to produce safe, inclusive, accessible events maintaining labour standards, risk assessment, Workplace Health and Safety, integrity and supporting human rights. Other responsibilities are to reduce both direct and indirect impacts, including but not limited to resource consumption, energy and water use, waste generation, emissions, and transport. All parties are to be transparent, monitor and report on impacts as required.

Responsibilities

All collaborators / contractors will:

- Act promptly and responsibly to correct incidents or conditions that endanger health, safety, or the environment. Any such incidents will be reported to the relevant authorities, and affected parties will be informed as appropriate
- Ensure that services and products are safe, efficient in their use of energy, protective of the environment, and able to be reused, recycled or disposed of safely
- Where appropriate, utilise particular knowledge and experience to contribute to environmentally sustainable techniques, technology, knowledge and methods
- Maintain an open and honest dialogue with clients and the public about the environmental, health and safety performance of operations and services
- Ensure that every employee, volunteer and contractor is informed of and expected to follow this policy and to report any environmental, health, or safety concern to management so that prompt action may be taken

This sustainability policy will be posted on the (MNPM) website and will be sent to all collaborators / contractors, with the view to encouraging them to embrace these initiatives.

All contractors and suppliers will also be inducted on site and be given a copy of this policy.

Procedures

Marketing Collateral

- Promotional materials to be printed on recycled paper or sustainably sourced paper
- Web based online marketing will play a key role in the promotion of the festival

Energy

- We will apply energy conservation strategies and use where possible

Water

- Where practical we will reduce the use of water bottles and install a water refill system
- Stallholders/Food Vendors when engaged will be required to remove their wastewater from the site and dispose of it responsibly

Transport

- Free bike parking will be available to encourage people to ride their bikes at events
- Event communications will encourage people to walk, cycle, catch public transport, rather than driving to the event
- Event operational and planning meetings to be by teleconference or Skype, where possible
- Encourage the use of sustainable transport options, like car share schemes
- Regional stakeholders are encouraged to carpool and to transport produce in shared transport where possible

Waste

- Preference will be given to suppliers who offer sustainable products, including free range eggs, fair trade tea, coffee and other ethical food options
- Waste management contractor to report on waste recycling outcomes in a post event waste report
- Food vending stallholders that provide cups, plates, napkins, cutlery used at the event and distributed at the event must be from recycled, recyclable, reusable, biodegradable and/or compostable materials will be preferred
- The inclusion of organic food and wine producers will be encouraged
- The use of plastic bags will not be permitted and alternative products are to be used
- Balloons are strictly prohibited at events
- Oz Harvest will be invited to take up any unused food post event

Our waste management hierarchy is:

1. Avoid
2. Reduce
3. Reuse
4. Recycle
5. Dispose to landfill

(MNPM) reserves the right, at our sole discretion, to ask any party to leave or cease trading at the event where we believe the objectives under this policy are not being met.

This policy is a living document and as new sustainability initiatives are realised they will be added to this policy.

Prepared by Margot Natoli

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