

ANNEX 3

SPORTS ASSOCIATIONS QUESTIONNAIRE

Sports associations can self-assess their events using the following questionnaire which suggests the actions to be implemented to reduce the impacts caused by sporting events. The European Experts, through their skills and using the questionnaire, can raise awareness and support sports associations to improve and increase their commitment in order to become promoters of sustainability themselves.





Co-funded by
the European Union

DETECTION GRID

SURVEY AIMED AT THE SPORTS ASSOCIATIONS
ORGANIZING THE EVENT

EVENT NAME & EVENT LOCATION

EVENT TYPE

START AND END DATE OF THE EVENT (DD/MM/YYYY)

AREA SETUP

YES NO

Did the sports association organize the event in an area designated by the Park for sporting events?	<input type="checkbox"/>	<input type="checkbox"/>
If the area does not fall within the Park's zoning, has the association identified a suitable area for parking?	<input type="checkbox"/>	<input type="checkbox"/>
Has the association installed new signs in the areas and along the routes?	<input type="checkbox"/>	<input type="checkbox"/>
Is the signage used by the association made of reusable and recyclable material?	<input type="checkbox"/>	<input type="checkbox"/>
Have the stands and installations been designed by the association in an eco-sustainable way (reusable material, natural or recycled materials, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>
Has the organization favored equipment rental companies/space planners committed to a responsible approach?	<input type="checkbox"/>	<input type="checkbox"/>
Does the event require the installation of additional public reception areas, involving transport or the construction of structures?	<input type="checkbox"/>	<input type="checkbox"/>
Does the organization need to install additional lighting fixtures?	<input type="checkbox"/>	<input type="checkbox"/>
Have spaces or kitchens been set up for catering services?	<input type="checkbox"/>	<input type="checkbox"/>
Did the association need to install toilets?	<input type="checkbox"/>	<input type="checkbox"/>
Has the use of generators been avoided/optimised?	<input type="checkbox"/>	<input type="checkbox"/>
Has the organization adopted a responsible approach to water management?	<input type="checkbox"/>	<input type="checkbox"/>
Has a responsible approach to energy management been adopted?	<input type="checkbox"/>	<input type="checkbox"/>
Are most of the materials/products needed for the event local (less than 100 km)?	<input type="checkbox"/>	<input type="checkbox"/>
Has additional audio equipment been installed?	<input type="checkbox"/>	<input type="checkbox"/>
Has the association made its suppliers aware of a more sustainable approach?	<input type="checkbox"/>	<input type="checkbox"/>
Has the association created a communication plan to raise awareness among participants?	<input type="checkbox"/>	<input type="checkbox"/>
Has the restoration of the venues been planned at the end of the event?	<input type="checkbox"/>	<input type="checkbox"/>
Has an environmental manager been identified and trained to make the event more sustainable?	<input type="checkbox"/>	<input type="checkbox"/>

FOOD

Are fruit and vegetables, if distributed, in season?	<input type="checkbox"/>	<input type="checkbox"/>
Do the animal products distributed carry a recommended environmental label?	<input type="checkbox"/>	<input type="checkbox"/>
Are the teams in charge of catering trained to combat food waste?	<input type="checkbox"/>	<input type="checkbox"/>
Will non-perishable and uneaten food be collected by suppliers or donated to an association, food bank, etc.?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a way to count the number of meals to be served to avoid waste (registration system, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>

WASTE	YES	NO
Are disposable products such as tableware, aluminum cans, glass bottles, tetra packs, decorations, etc. avoided in the distribution of food and drinks?		
Are the plates used by the organizers and participants reusable?		
If used, are disposable plates, glasses and cutlery compostable?		
Are drinks taken from large containers and dispensed in reusable cups served?		
Are napkin, paper bag food delivery systems used?		
Has the association verified that each waste stream is collected and sent to the right channels?		
Has the organization provided points for separate waste collection in the catering areas?		
Is there a separate waste collection system at all important points of the event?		
Has an operator or team responsible for the association been identified for the correct functioning of the collection points?		
Has the organization agreed with the sponsors to refrain from distributing disposable products (free samples, flyers, etc.)?		
Are disposable products such as tableware, aluminum cans, glass bottles, tetra packs, decorations, etc. avoided in the distribution of food and drinks?		
ACCOMMODATION	YES	NO
Has the association prepared an environmental assessment to identify the most sustainable accommodation facilities?		
Are the accommodations selected by the association easily accessible and close to the event?		
Are the identified accommodation facilities reachable by shuttles or public transport?		
Do the identified structures adopt systems to limit water consumption (flow limiters on showers and taps, toilets, rainwater collection, etc.)?		
Do they adopt energy saving systems (lighting timers, thermostat, etc.)?		
Are the accommodation facilities identified plastic free?		
Have the facilities adopted separate waste collection systems?		
SOLIDARITY'	YES	NO
During the registration phase, did the organization ask if there are participants with particular accessibility needs?		
Has the association verified that the measures adopted (easy access areas, etc.) have facilitated the effective arrival of people with disabilities?		
Has the association provided spaces dedicated to the rest of the most vulnerable people?		
Is gender equality respected in the association's team?		
Does the association promote diversity among stakeholders and within its team?		
Does the association encourage diversity within teams (people without work, people with disabilities, etc.)?		
Has the association verified that the areas identified are adequately equipped to allow accessibility to all (elderly, children, disabled people, etc.)?		
Has the association verified that the measures implemented have facilitated the actual arrival of people with disabilities (routes, accommodation facilities, means of transport, etc.)?		
Is an access/fee system based on participant or organization income implemented?		
Have you informed and trained your team and collaborators against discrimination to make your event as safe and welcoming as possible?		

DIGITAL COMMUNICATION

YES NO

Are attendees asked to limit data consumption during the event (cut video streaming, etc.) and connect to the wired/wifi network only in 3G/4G?		
Has the association optimized the sending of electronic documents by avoiding adding attachments, reducing the weight of the attached files or replacing the attached files with hyperlinks?		
Has the number of platforms you plan to post photos and videos been limited to?		

ENVIRONMENTAL COMMUNICATION AND EDUCATION

YES NO

Has the association established a maximum number of participants for the event?		
Have environmental criteria been included in the specifications of the event partners and suppliers?		
Has the association prepared a communication plan to raise awareness among participants?		
Does the communication plan also include environmental education activities for the involvement of different population targets (schools, citizens, tourists, local producers, stakeholders, etc.)?		
Does the association promote sustainability awareness activities through environmental education experts?		
For paper communication, has the organization correctly assessed the target and therefore the number of paper copies needed for the event?		
Have systems been put in place to avoid printing too many documents (tickets, maps, programs, etc.)?		
Is the paper used recycled or certified (PEFC, FSC, ecolabel)?		
Are large format media (advertising sheets, banners, etc.) undated and therefore reusable?		
Has the organization planned the use of promotional items for the event?		
Are any promotional items eco-designed (local production, intangible gift, etc.)?		
Has the association provided information panels (or stands, etc.) to explain the measures implemented to encourage the use of public transport, accommodation facilities attentive to sustainability, the consumption of vegetarian food, etc?		
Has the association planned public meetings to inform citizens about the measures implemented to make events more sustainable (shuttles for public transport, separate waste collection, management of water and energy resources, etc.)?		
Are there tools to raise awareness among individual participants about sustainability (participant commitment card, quiz, competition, etc.)?		
During the event, did the association organize cultural events (films, exhibitions, etc.) that encourage people to adopt more responsible behaviour?		
Are there planned events on eco-citizenship (games, workshops, quizzes, etc.)?		
Does the organization plan to communicate the results (including environmental) of the event?		
Has the association equipped itself with tools to analyze the greenhouse gas emissions produced by sporting events?		



INNOVATIVE EDUCATION CENTER

