



Sustainable Event Certification

conferences • workshops • seminars

Events that *walk the talk*

The ACTS Sustainable Events Certification is a targeted accreditation developed specifically for small-scale events such as workshops, conferences, seminars and symposiums with up to 300 participants. Designed for the Australasian context, it supports organisers to reduce the environmental and social impact of their events, while maintaining quality, accessibility and a positive participant experience.

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Why certify your event?

- **Boost credibility with attendees, speakers and sponsors by demonstrating clear sustainability commitments**
- **Align with institutional goals on climate action, social responsibility and sustainable development**
- **Encourage behaviour change by modelling best practices in event delivery**

What does certification cover?

- **Accessibility and inclusion**
- **Waste and resource management**
- **Ethical procurement**
- **Climate-friendly catering and travel**
- **Community engagement and education**
- **Supplier responsibility and partnerships**

Who is the certification for?

- **Conferences**
- **Workshops and symposiums**
- **Seminars and forums**
- **Professional development and training**



Access the event certification toolkit: Register your event to gain access to the ACTS Sustainable Events online toolkit, which contains a set of 31 practical actions designed to improve sustainability in events.

Complete the mandatory actions: In-person or hybrid events must complete at least 15 required actions to achieve a 1-star certification. Completing additional actions can elevate the event to a 2-star or 3-star certification.

Submit your evidence: Upload the required evidence directly through the toolkit as you work through the actions. This allows ACTS to review and approve your certification, while also helping you track your progress along the way.

Submit for review: Once all evidence has been submitted through the toolkit, ACTS will conduct a review audit to assess whether the requirements for certification have been met. If any evidence is missing or unclear, we will follow up before finalising the certification.

Celebrate your success! Certified events receive a formal certificate and a digital badge to use in communications. ACTS will also list for event on our website for public recognition.

Mandatory Actions

All events must complete the 15 mandatory actions below to achieve a 1-star certification. These actions set the minimum standard for an ACTS sustainable event, and can be built on to achieve 2 or 3-stars.

Provide the option for attendees to register any accessibility requirements and ensure they are catered for.

Begin the event with a culturally appropriate acknowledgement of Indigenous peoples

Promote active and public transport options to attendees and actively encourage/incentise attendees to use them.

Source catering from a local business that prioritises ethical sourcing and fair labour practices.

At least 50% of all food options provided will be vegetarian (containing no meat or fish) and/or vegan, ensuring a balanced and appealing selection for all attendees.

Engage with all your event suppliers, stall holders, and sponsors to ensure they also follow this guidelines.

All service ware (cups, glasses, plates, utensils) will be 100% reusable. No single-use plastic, biodegradable or compostable items are to be provided.

Avoid the use of single-use decorations.

Engage with your caterer to ensure food packaging options are as low waste as possible.

Have a comprehensive plan in place to effectively manage and reduce food waste at your event.

As a minimum, provide general waste, recycling and organics bins with clear signage.

Giveaways will either be avoided altogether, or, if used, will be sustainable and limited.

Avoid the use of plastic water bottles, plastic drink containers, and Tetra Pak beverages.

Attendees will be informed about sustainable event practices and their benefits during the event.

The event will be paperless, with digital promotion and marketing used to minimise the need for printing.

The ACTS Sustainable Event Certification helps showcase your institution's commitment to sustainability, whether in internal reporting, funding proposals or public communications. Certified events send a clear message to participants, partners and stakeholders that sustainability is a core value, not an afterthought.

YOUR INVESTMENT



Time commitment

The certification is designed to be achievable alongside existing event planning responsibilities. Most organisers spend only a few hours completing the self-assessment and providing supporting evidence.



Energy and engagement

Meaningful impact comes from intentional planning and shared commitment. Events that embed sustainability from the outset tend to demonstrate the most lasting and visible change.



Low-cost, values-based pricing

As a non-profit, ACTS keeps certification fees accessible and cover the cost of assessment, resources, and support. ACTS members receive discounted rates, helping ensure cost is not a barrier to delivering more sustainable events.

PRICING

All prices are listed in AUD and exclusive of GST

ACTS Members

In-person or hybrid

\$95 per event <60 attendees

\$145 per event <120 attendees

\$245 per event <300 attendees

Virtual

\$45 per event

Non Members

In-person or hybrid

\$125 per event <60 attendees

\$175 per event <120 attendees

\$275 per event <300 attendees

Virtual

\$65 per event

The certification fee must be paid before accessing the toolkit and covers one event only. This helps us manage the process efficiently and ensures each submission receives the attention it deserves.



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Want to certify your next event?

Register your interest and we'll guide you through the next steps!

REGISTER INTEREST HERE