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Issue	Description and comments
Accessibility	Accessibility issues associated in the context of location, facilities, event content, services provided including marketing and communications, etc.
Accommodation	Location and sustainability credentials of accommodation.
Animal welfare	Activities at significant risk of impacting on animals/wildlife.
Anti-competitive behaviour	Activities at significant risk of anti-competitive behaviour, anti-trust and monopoly practices.
Bribery and corruption	Anti-corruption, gifts and gratuities policies and processes.
Communication	Activities at significant risk of not providing factual and unbiased information and fair contractual practices.
Local community	Impacts of activities on communities, including entering, operating and exiting.
Labour standards	Processes for interested parties to communicate complaints and grievances to be detailed in documented information and responded to.
Conditions of work and social protection	Activities at significant risk of breaching terms and conditions of International Labour Law, of not providing equal opportunity for a diverse workforce (i.e. gender, age, ethnicity, disability and other indicators of diversity), of not respecting rights to exercise freedom of association and collective bargaining and of the use of abusive labour practices such as forced, compulsory or child labour concerning contracted labour, volunteers and the supply chain.
Consumer practices	Activities at significant risk of not fulfilling needs of consumers/attendants regarding safety, information, freedom of choice, accessibility and usability (universal design concept), unfair terms and conditions, availability of effective consumer redress and education on impacts of consumer choice. This could also include considering health and safety risks of minors including protection from exposure to alcohol and other drugs.
Discrimination and vulnerable groups	Activities at significant risk of discriminating, or breaching the rights of, vulnerable groups, for example, children and youth at risk, LGBTQA+ (lesbian, gay, bisexual, transgender, queer, intersexual, asexual) communities, racial and ethnic minority groups, persons with disability, refugees, migrant workers, forcibly displaced populations, women and indigenous people.
Economic performance	Direct economic value generated and distributed, including revenues, operating costs, donation and other community investments.
Materials choice	Efficient use of all materials in buying and use, considering the full life cycle.
Energy	Consideration for energy efficiency and sustainable energy supply will reduce the use of fossil fuels and their impacts.
Food and beverage	Catering services are accessible and offer choices that are balanced, safe and hygienic. Sourcing sustainably produced food, minimising packaging, and avoiding waste and spoilage are also issues to consider.
Health and safety at work	Activities at significant risk of impacting the health and safety for contracted labour, volunteers and the supply chain.
Human rights	Human rights are the basic rights and freedoms to which, without exception, all human beings are entitled from birth, without discrimination.
Human development and training in the workplace	Workforce by employment type, contract and region and programmes for skills management and support continued employability of workforce and supply chain.
Illegal drugs and anti-doping	Activities at significant risk of involving the use of illegal drugs and doping.
Indirect economic impacts	Indirect economic impacts including the development of any infrastructure, employment opportunities, services provided to the public and fair profit sharing.
Market presence	Practices in relation to spending on locally-based suppliers and local hiring.
Prevention of use of banned chemicals	Preventing the use of banned chemicals and, where possible, chemicals identified by scientific bodies or any other interested parties as being of concern. This should consider chemicals contained in materials used by the event.

**Table C.1 (continued)**

Issue	Description and comments
Emissions reduction	Emissions relating to greenhouse gases, ozone-depleting substances, toxics (e.g. NO, SO, and particulates), water discharges and spillages.
Biodiversity and natural preservation	Valuing and protecting the variety of life in all its forms, protecting and restoring ecosystem services and using land and natural resources sustainably in connection with venue location, catering (e.g. endangered species), and use of materials, etc.
Resource utilization	Activities at risk of not using resources, including energy, water and materials, in a responsible and efficient way, by combining or replacing non-renewable resources with sustainable, renewable resources, e.g. by using innovative technologies. Consider also resource conservation.
Security practices	Security policies and processes (including observance of the needs of people with disabilities when designing emergency and evacuation systems) and human rights.
Sourcing and procurement of products and services	Sustainability criteria in accordance with this list for sourcing and procurement activities.
Transport and logistics	Impacts of transporting people (access to transport for people with disabilities) and goods.
Water and sanitation	Water of good quality and readily accessible or impacted by regional constraints (e.g. water scarcity). Sustainable sanitation solutions.
Venues	Location and sustainability credentials of venues (e.g. brownfield, greenfield, or existing venue, environmental and social certification).
Waste	Prevention, reduction, diversion and management of waste.
Noise	Unacceptable sound levels in the surrounding community.

## C.2 Determining relevance and significance of issues

### C.2.1 General

In an initial review of the significance of the issues, there can be benefit in taking a very broad view of possible relevance. To start the identification process, an organization should, where appropriate:

- a) list the full range of the activities connected to the event;
- b) identify the activities of the event controlled by the organization itself and by the organizations within its control and influence; the activities of suppliers and contractors can have impacts on the sustainability of the event;
- c) determine which issues might arise when the event and others within the value chain carry out these activities, taking into account all relevant legislation;
- d) examine the range of ways in which the organization's decisions and activities can cause impacts on interested parties, and on the sustainability of the event;
- e) identify the societal expectations of sustainable behaviour concerning these impacts;
- f) identify all issues of sustainability that relate to day-to-day activities of the event, as well as those that arise only occasionally under very specific circumstances.

Interested parties should be involved in the identification process to broaden the perspective on the issues.

### C.2.2 Determining significance

Once an organization has identified the broad range of issues relevant to its activities, it should look carefully at the issues identified and develop a set of criteria for deciding which core subjects and issues have the greatest significance. Possible criteria should include the following:

- a) the extent of the impact of the issue on interested parties and sustainable development;

- b) the potential effect of taking action or failing to take action on the issue;
- c) the level of concern of the interested parties about the issue;
- d) the potential effect of the related action compared to the resources required for implementation;
- e) the current performance of the event compared to existing laws and regulations, international standards, and international event industry best practice.

### **C.2.3 Compliance with regulations**

In some instances, an organization can assume that because it operates in an area with laws that address core subjects of sustainability, then compliance with the law is sufficient to ensure that all the relevant aspects of such subjects are addressed. A careful review of the issues can reveal, however, that some relevant issues are not regulated, or are covered by regulations that are not adequately enforced, or are not explicit or sufficiently detailed (e.g. the exposure of minors to alcohol marketing).

Even for issues covered by the law, responding to the spirit of the law may in some cases involve action beyond simple compliance. As an example, although some environmental laws and regulations limit emissions of air or water pollutants to specific amounts or levels, a responsible organization is likely to strive to use best practice to further reduce its emissions of those pollutants, or to change the processes it uses so as to completely eliminate such emissions.

### **C.3 Guidance for reporting**

The objective of reporting is to provide transparency on how an organization contributes or aims to contribute to sustainable development. It enables an organization to publicly disclose its most significant social, economic and environmental impacts, how it manages them and its legacy.

As such, all organizations with an event sustainability management system should report on their sustainability strategy, actions and performance. The reporting should aspire to achieve international best practice, where deemed to not conflict with applicable regulations. If an organization subscribes to a reporting regulation, it should report in compliance with it.

In line with this document's event sustainability management system requirements, and in order to enhance accountability and transparency, organizations should publish a sustainability report that includes the following elements or some of them:

- scope of the event sustainability management system (4.3);
- sustainable development principles, mission statement (4.5);
- sustainability policies (5.2);
- interested parties' engagement process (4.2);
- main sustainability issues (6.1.2);
- event sustainability objectives (6.2);
- impact (Clause 9): an overview of the extent to which sustainability objectives and targets have been met and planned actions implemented.

Reports are written with the intention of being read by internal and external interested parties. The organization should include in its reports:

- a) presentation of the organizational structure (staff, interested parties, etc.);
- b) organizational context: the context of the organization and how it sits within the landscape of the industry (Clause 4);
- c) leadership and commitment (5.1);

- d) links with main international frameworks (e.g. SDGs) ([Clause 4](#) and [6.1.3](#));
- e) testimonies/case studies of interested parties on actions implemented, results, key operations and highlights etc ([Clauses 7](#) and [8](#));
- f) results reported by the organization [which should cover all material issues addressed by the organization ([6.1.2](#))]; to ensure the credibility of the event management system, it is encouraged that the report includes the following results:
  - 1) carbon emissions measurement;
  - 2) amount of waste avoided, generated and recovered/recycled/reused;
  - 3) the percentage of suppliers with sustainability criteria integrated into their contracts;
  - 4) the number of sustainability related incidents (such as environmental justice, work related injuries, discrimination, forced labour, privacy breaches) and corrective actions taken.

**DSS draft standard - (31/08/2025)**

## Annex D (informative)

### Human and child rights

#### D.1 General

Alongside environmental and economic impacts, events and their associated activities have huge repercussions for people. Organizers must therefore consider the social impact of their activities, such as their responsibility to respect human and child rights. This annex provides information on embedding human and child rights throughout the event management cycle.

Human rights are the basic rights and freedoms to which, without exception, all human beings are entitled from birth, without discrimination. They are the ground rules for treating people with dignity, respect, equality, and freedom. They are set out in the International Bill of Human Rights (comprising the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights, and the International Covenant on Economic, Social and Cultural Rights; these UN Covenants have been ratified by over 150 countries).

The International Bill of Rights is supplemented by a further set of core human rights treaties, which cover children's rights, workers' rights, the rights of people with disabilities, as well as other groups, including women, minorities, indigenous peoples, and migrant workers. All human rights are interrelated, interdependent and indivisible, and many are ratified by governments and embedded in national laws.

Children's rights belong to every person under 18 and are recognized by the UN Convention on the Rights of the Child. These are underpinned by four general principles: non-discrimination; primary consideration of the best interests of the child; the right to life, survival and development; and children's right to express their views and have them taken seriously in accordance with the age and maturity of the child and their right to participate in matters affecting them.

The human right to a clean, healthy and sustainable environment was recognized by the UN General Assembly in 2022<sup>[49]</sup>.

Within this annex, 'human rights' should be taken to also include 'child rights'.

#### D.2 What is an organization's responsibility to respect human rights?

Organizations have a responsibility to respect human rights or to 'do no harm'. This is set out in the UN Guiding Principles on Business and Human Rights<sup>[57]</sup>, which outline the policies and processes organizations must put in place to demonstrate that they meet the "corporate responsibility to respect" human rights. There are three core elements:

- a) a policy commitment to meet the responsibility to respect human rights;
- b) a "human rights due diligence" process to assess actual and potential human rights impacts, to integrate and act on the findings, to track responses, and to communicate how impacts are addressed;
- c) a process to enable people who have been harmed to access effective remedy for any harm the organization has caused or contributed to (e.g. "making good a harm" or restoring a former condition prior to the harm, where that is still possible).

The organization's human rights responsibilities go beyond compliance with national laws and regulations protecting human rights. If domestic laws and law enforcement do not meet international standards or make it difficult for the organization to fully meet their human rights responsibilities, organizations should respect the principles of international human rights to the greatest extent possible and demonstrate their

effort to do this. They should avoid infringing human rights and act to address any human rights impacts with which they are involved.

### **D.3 When should human rights be considered?**

Human rights issues should be considered at the earliest stages of event planning and procurement processes, including building relevant criteria into product/service specifications. It should be embedded throughout the event management cycle through an ongoing due diligence process that includes continuous learning and feedback.

### **D.4 What does a human rights-based approach involve?**

The main steps that should be taken:

- a) conducting ongoing engagement with interested parties throughout the event management cycle;
- b) carrying out a human rights impact assessment;
- c) establishing a human rights policy;
- d) assessing the organization and staff understanding of human rights and provide training;
- e) assigning ongoing responsibility to a specific individual or team to lead the organization's human rights policy to ensure it is implemented throughout the organization and its procedures and for reporting regularly to top management;
- f) providing and ensuring access to remedies.

If applicable, and depending on the size of the organization, the human rights lead should work with all functions and staff members across the organization to provide direction, leadership and support for: how human rights issues are managed, prioritized and resourced in the organization; monitoring and reviewing human rights implementation; and leading the decision-making process where there are specific human rights concerns.

### **D.5 How and who to engage?**

Interested party engagement enables the organization to build trust with interested parties; identify the presence, nature and severity of any potential or actual human rights impacts; support efforts to address risks; and develop remedy mechanisms if things go wrong (see [A.4.1](#)).

Engagement should include ongoing and meaningful consultation with:

- a) human and child rights experts;
- b) affected groups/individuals, including those from at-risk or marginalised sections of society, and those who may be at risk of safeguarding-related harm.

Organizations should act with additional sensitivity when engaging with interested parties who are vulnerable or from at-risk or marginalised sections of society. They should recognize the specific challenges faced by, for example, children, indigenous peoples, migrant workers, and their families, national or ethnic minorities, religious and linguistic minorities, persons with disabilities, and women.

Engagement with these groups should:

- be transparent and clearly communicated;
- be informed by human rights and safeguarding experts;
- share sufficient information for different groups to make informed decisions;
- be framed in terms of dialogue around the risks or impacts of the event;













**DSS draft standard - (31/08/2025)**