



2. Green Purchasing

The City of Pittsburgh is working to increase our diversion and strive for Zero Waste by 2030. In an effort to accomplish this goal, it will take city-wide participation and events to eliminate products that are "destined for landfill." The production and disposal of materials result in broad environmental and social impacts associated with obtaining raw materials, manufacturing and emissions from landfills. There are many green alternatives, such as compostable food service ware, paper cups, recycled-content products, and reusable alternatives.

Below are some green event ideas:

- Provide attendees with water filling stations and avoid purchasing bottled water.
- Work with Food Vendors to sell healthy food options.
- Provide all vendors with green purchasing alternatives for serve ware or create a Zero Waste policy for product purchasing.
- Hire a consultant that can work with vendors to help them select greener purchasing alternatives and divert materials into appropriate waste streams.

3. Post Event

- Immediately after your event, check out your surroundings for litter.
- Cardboard should be flattened and stacked by all vendors and hauled to the larger recycling bin onsite or taken to a drop-off location.
- Arrange to donate surplus, unused food, to a local food bank.
- Provide eco-friendly tear down methods such as pallet reuse.
- Take note of your waste tonnages or volumes. You can typically request this information from your hauler or estimate averages.

**BETTER RECYCLING.
BETTER BURGH.**

Sustainable Event Resources

- [Zero Waste Event Services](#)
- [Pittsburgh Environmental Services](#)
- [Commercial Hauler Services](#)
- [Sustainable Event Production](#)
- [Water Monsters](#)
- [Event Composting Services](#)
[AgRecycle 412-767-7645](#)
- [Zero Waste Wrangler](#)
- [Compostable Service Ware](#)
- [Reusable Service Ware Rental](#)
- [Oil Collection](#)
- [Plastic Film Recycling](#)
- [Food Donation](#)
- [Event Grounds Keeping](#)
- [412 Food Rescue](#)

For the complete Zero Waste Guide to Special Events and additional resources, visit us online at <https://pittsburghpa.gov/dpw/special-event-recycling>

It is recommended to audit the event's waste to track where improvements can take place for the following year!

Contact Us

Bureau of Environmental Services for ideas and resources for a greener event.

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Visit us on the web at
www.pittsburghpa.gov

SUSTAINABLE EVENT GUIDELINES

City of Pittsburgh

Mayor William Peduto

Special events are a good way to connect with community, culture, and even stay fit! The City of Pittsburgh is committed in providing a wide-variety of social gatherings that highlight the diverse place we call home. Although special events can be fun, they can also be a source of waste and litter that can have detrimental impacts on our communities and environment. In an effort to reduce those impacts, below are the recommended procedures for planning a sustainable special event.

1. Create a Plan

Creating a Green Event Plan will help organize your event to create more sustainable solutions. The key is to plan early and work with staff, vendors, contractors, volunteers, and others to know what will be expected of them for the event. While a Green Event Plan is not an official document, having a plan in place helps reduce confusion for everyone involved in the event process.

At minimum, a plan should consist of the following items:

- A map of all the waste stations and the types of waste collected at each.
- A schedule of staff or volunteer groups assigned to monitor each waste stations to assist guest with proper disposal, prevent contamination, reduce overflow and pickup litter.
- Create a contact list of who will be hauling the materials, procedures, pick-up times and locations. Distribute to relevant team members to minimize confusion.
- Sort, label, and keep all recyclables and compost (if applicable) separate from landfill trash.
- Pair up recycling, compost and landfill trash at centralized *waste stations* to avoid confusion.
- Create vendor guidelines to reduce and recycle waste.



Organizers of special events that expect 200 or more individuals per day are required, under City code [§619.02](#) to recycle cardboard, plastic bottles, jugs, glass bottles, aluminum and steel cans.

Tips for a Greener Pittsburgh!

- Keep emissions low by locating events where attendees can walk, carpool, take public transportation, or bike. Provide guest with a list of relevant transit options.
- Donate surplus edible food and provide food scrap composting at your event.
- Reduce the number of pamphlets, single use water bottles and giveaways. Avoid using plastic bags, plastic straws, Styrofoam,™ and other items that can harm the environment.
- In event advertisements, encourage attendees to reduce waste by requesting they use e-tickets, reusable bottles and utensils.