

# CLIMATE-FRIENDLY BUSINESS TRAVEL TIPS



Follow these tips to reduce the carbon footprint of your business trips and mitigate your impact on the planet.



## Consider low carbon modes of transportation

Take a train or bus for trips close to home. To get around your destination, use public transit, walk, scooter, or bike. To make this easier, book a hotel close to your meetings or near transit routes. If you need a car, rent an electric or compact vehicle, and carpool whenever possible.



## Book lower emissions flights

Book non-stop flights and choose airlines that prioritize fuel-efficient planes, sustainable fuel, and waste reduction such as recycling, to reduce the impact of each flight.



## Stay at eco-friendly hotels

Choose a hotel that is reducing its footprint through measures such as energy-efficient appliances, renewable energy, automatic temperature control, local sourcing, and recycling or composting.



## Pack reusable items

Bring reusable items such as toiletries, water bottles, shopping bags, and coffee cups to reduce waste and emissions produced by single-use items.



## Go digital

Use apps, cloud storage, and QR codes instead of printouts for tickets, agendas, brochures, storing business cards, etc. Offer digital gifts such as discount codes or downloadable freebies instead of physical giveaways.



## Minimize electricity consumption

Decline daily housekeeping services. When not in your hotel room, turn down the AC/heat and turn off lights and electronics. Close the curtains to keep the room from heating up in the sun or getting cold at night. Also do this at home before departing.



## Reduce the impact of event materials

When you need printed materials, design them without event specifics so they can be reused and print on recycled paper. Ship materials well in advance so they can be sent via ground.



## Recycle and compost your waste

Utilize recycling and compost bins in airports, hotels, and meeting facilities to properly dispose of waste. Be sure to read any posted signage and sort your trash accordingly.



## Eat more sustainably

Reduce your foodprint by ordering only what you can eat, avoiding buffets, dining at restaurants that source their ingredients locally, and consuming more plant-based dishes.



## Offset your carbon footprint

All trips have a carbon footprint. Purchasing carbon offsets allows you to compensate for unavoidable emissions while supporting impactful climate projects around the world.