🌐 Travel Agency Checklist

* Please use the "Initiatives taken" section to describe actions you have taken in line with the Policy and Indicator (but not exactly matching the description of Initiatives' contents).

Area	Policy	Indicator	Initiative's content	No.	Implemented initiatives	☑	Level
Guidelines	Prepare the basic policy for overall sustainability initiatives		Formulate a policy for sustainability initiatives for events and business, and disseminate it externally.	1			Basic
Overview and general	Formulate a policy for social activities	Preparing a policy for addressing DEI (Diversity, Equity, and Inclusion)	Clearly indicate your approach to accessibility*, existing initiatives, and possible future actions	3			Medium
			Clearly indicate your approach to diversity, existing initiatives, and possible future actions	4			Medium
	Formulate a policy for environmental activities	Developing a policy for measuring and reducing CO_2 emissions	Formulate a policy for measuring, reducing, and offsetting CO_2 emissions generated during events	5			Advanced
	Formulate a policy for economic activities	Establishing a policy for the supply chain	Formulate a policy on sustainable supply chain management*	11			Advanced
			Share the policies with business partners and call for their cooperation	12			Advanced
		Contributing to the revitalization of the regional economy	Formulate a policy for revitalizing regional economy using local operators, promoting local production and consumption, and other initiatives.	13			Medium
	Disseminate information	Disseminating a sustainability policy	Disseminate your organization's sustainability policy and initiatives on your website, etc.	15			Basic
Venue	Reduce and control CO_2 emissions	Utilizing renewable energy	Arrange facilities and venues that use renewable energy	18			Medium
	Choose sustainable business operators	Using venues with a third-party sustainability certification (LEED certification, etc.)	Obtain third-party sustainability certification (LEED certification, ISO, etc.) or arrange certified facilitates	27			Advanced
Transportation	Reduce and control CO_2 emissions	Promoting the use of sustainable transportation in getting around Sapporo City	Provide guidance on the use of public transportation, bicycle sharing app ("porocle"), etc.	29			Basic
Accommodation		Reducing CO_2 emissions from transportation to accommodation facilities	Arrange accommodations within a walking distance of stations, bus stops, and venues	32			Basic

* Accessibility: services are easily accessible to everyone.
* Supply chain management: a method to centrally manage and grasp everything from the procurement of raw materials to manufacturing and sales, thereby optimizing the entire supply chain

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Area	Policy	Indicator	Initiative's content	No.	Implemented initiatives	☑	Level
Accommodation	Choose sustainable business operators	Arranging and using sustainability-conscious accommodations	Choose accommodations that serve sustainable menus	39			Basic
		Arranging accommodations with a sustainability-related third-party certification	Obtain a third-party sustainability certification (Sakura Quality, ISO etc.) or adopt certified facilitates	40			Advanced
Construction/ goods arrangement (procurement)	Reduce waste (and its generation)	Reducing packing materials	Reuse cardboard boxes used in transportation, or minimize their usage and use shipping containers and cargo instead	41			Basic
	Revitalize regional economy/choose sustainable operators	Utilizing local business operators	Use business operators in the suburbs of Sapporo (Sapporo Eco Members, etc.)	54			Basic
Food and beverage	Consider diversity	Adopting menu structure that takes into account diverse food cultures	Adopt menus that introduce the food culture of Hokkaido and Japan	65			Basic
			Adopt plant-based (including vegetarian and vegan) menus, halal menus, etc.	66			Medium
Regional society	Implement initiatives that have positive impacts on regional society	Planning and proposing initiatives to create a legacy effect on the host city	Organize public lectures and citizen exchange programs on solving environmental and social issues in the host city	69			Advanced
			Utilize the host city's tangible/intangible cultural properties and cultural entertainments at receptions and opening ceremonies	70			Advanced