



CARBON MANAGEMENT PLAN & GUIDING PRINCIPLES



ISPAH Climate Action Group

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Version 1

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CARBON MANAGEMENT PLAN

Purpose

The accumulation of greenhouse gases in the atmosphere is the principal driver of global warming, underscoring the urgency of reducing emissions as rapidly and comprehensively as possible. ISPAH recognizes its role and responsibility in addressing climate change as both a public health concern and an organizational priority.

This Carbon Management Plan outlines ISPAH's commitment to measuring, reducing, and, where feasible, offsetting its carbon emissions, ensuring that climate action becomes an integrated and sustained element of ISPAH's strategic direction. The plan establishes guiding principles to inform future Congress decisions and day-to-day operations, while emphasizing inclusion and accessibility for low- and middle-income countries.

ISPAH recognizes that sustainable development involves three interrelated pillars: environmental sustainability, economic sustainability, and social and cultural development. These pillars can require different or even contradictory actions, and careful consideration is needed to balance them in operational and event-related decisions.

To embed sustainability at the forefront of ISPAH's activities, the organization will follow a structured four-step process in partnership with ClimatePartner, a leading organization in carbon accounting and sustainability planning:

- **Define** – Identify and define the activities to be included in ISPAH's carbon footprint calculations, including both the biennial ISPAH Congress and ongoing organizational operations.
- **Measure** – Quantify ISPAH's carbon footprint in collaboration with ClimatePartner. ISPAH will commit resources to measure carbon emissions in Congress years and across relevant society activities.
- **Reduce** – Develop and implement strategies to reduce carbon emissions.
- **Offset** – While emission reduction remained the priority, some emissions are unavoidable. ISPAH will therefore invest in verified, high-quality climate projects to offset residual emissions where financially viable and will ensure transparency regarding the scope and cost of these offsets.

ISPAH VISION & MISSION

Vision

A healthy, active world where the opportunities for physical activity and active living are available to all.

Mission

To advance and promote physical activity as a global health priority through excellence in research, education, capacity building, and advocacy.

Governance

The ISPAH Board consists of 12-18 committee members.

Membership

ISPAH comprises four classes of membership, including professional, student, retired and fellow, all with equal privileges of voice and vote. ISPAH operates a tiered pricing structure based on country income level, to reduce the financial barriers to membership for those residents in low- and middle-income countries. Collectively, members represent a diverse and global community of professionals committed to advancing physical activity and public health.



DEFINING THE SCOPE

The subject of ISPAH's Carbon Management Plan refers to the operations, sites, and activities included in the measurement of greenhouse gas emissions. ISPAH's emissions are categorized according to the Greenhouse Gas (GHG) Protocol, using three standard scopes:

Scope 1 - Direct emissions

The carbon footprint accurately reflects the GHG emissions of the subject and enables informed decision-making.

Scope 2 - Indirect energy emissions

All GHG emissions within the defined system boundaries are included. Any exclusions are documented and justified.

Scope 3 - Other indirect emissions

All relevant aspects are documented in a clear, factual, and coherent manner.

The ISPAH emissions will be measured across two main subjects:

Subject 1 - ISPAH Congress

Covers all emissions associated with the organization and delivery of the biennial ISPAH Congress, including, where possible:

- **Travel:** Delegate travel from home to the congress venue (multi-modal), including flights, rail, and car journeys (start/end locations, distance, and class). Local transport to and from the venue will also be included.
- **Accommodation:** Number of nights spent in hotels for the congress.

- **Venue and AV:** Venue size (m²), duration, energy use (electricity, heating, cooling), and audiovisual requirements, including events such as the welcome reception and Congress dinner/social events.
- **Food and Beverage:** Number of portions served during the event.
- **Transport of Goods:** Movement of materials and equipment to and from the venue.
- **Printing, Laundry, Water, and Waste:** Materials used and waste generated, including disposal methods.
- **Personnel Time:** Time spent by ISPAH members and other staff (e.g. Professional Conference Organizer) supporting congress planning and delivery.

Subject 2: ISPAH Day-to-Day Activities

Covers ongoing organizational operations, primarily contributing to Scope 3 emissions:

- **Personnel:** Number of executive board members, average weekly hours dedicated to ISPAH work, working location (home/office), and electricity use (grid type or renewable supply).
- **Meetings:** Number and format of executive and committee meetings (e.g., 12 virtual meetings annually via Teams).
- **Communications:** Number of newsletters sent, social media activity (posts and followers across platforms such as Instagram, LinkedIn, Bluesky, and Facebook), and other outreach activities.
- **Website and Dissemination:** Hosting and maintenance of the ISPAH website, webinars (frequency and hosting platform), and digital dissemination.
- **Data Management:** Storage and transmission via data centers and cloud services (e.g., SharePoint, AWS, Wi-Fi usage).
- **Email Activity:** Approximate number of emails sent annually.

BASELINE CARBON FOOTPRINT - 2024

The year 2024 served as ISPAH's baseline year, marking the first comprehensive quantification of greenhouse gas emissions associated with both organizational operations and event-related activities.

To establish this baseline, ISPAH engaged ClimatePartner, a professional climate action organization, to support the measurement and analysis of emissions. All calculations follow recognized carbon accounting principles, with detailed methodologies, data sources, and assumptions outlined in the ISPAH 2024 Carbon Footprint Report and accompanying appendix.

BASELINE CARBON FOOTPRINT - 2024

Event Carbon Footprint (ECF)

Emission sources	tCO ₂	%
Waste		
Disposal	0.02	0.0
Consumable & Services		
Food & Drink	6.27	0.2
Hotel nights		
Hotel nights of visitors	116.89	4.0
Mobility of visitors		
Flights	2192.66	75.8
Train travel	549.80	19.0
Vehicle journeys	24.55	0.8
Energy Consumption		
Electricity	0.75	0.0
Cooling		
Purchased cooling	0.54	0.0
Overall Result	2,891.48	100%

ISPAH 2024 CARBON FOOTPRINT SUMMARY

Corporate Carbon Footprint (CCF)

Emission sources	tCO ₂	%
Scope 3		
Home office	1.32	62.2
Employee commuting	0.73	34.2
External data centre	0.08	3.6
Overall Result	2.13	100%

Total tCO₂ associated with ISPAH in 2024: 2893.61

ISPAH's total emissions for 2024 are estimated at 2,893.61 tonnes of CO₂ equivalent (tCO₂e). This baseline provides the foundation against which ISPAH will measure and evaluate future carbon reduction efforts.

EMISSION REDUCTION COMMITMENT

ISPAH acknowledges the importance of reducing greenhouse gas emissions in alignment with global efforts to limit climate change. While specific quantitative reduction targets have not been set, ISPAH is committed to progressively integrating environmental considerations into all organizational and congress-related decisions.

This approach emphasizes continuous improvement, evidence-based decision-making, and the avoidance or minimization of emissions wherever feasible. ISPAH will:

- **Evaluate environmental impact** as a key criterion in planning and operational decisions, including venue selection, travel, accommodation, catering, and material use.
- **Prioritize low-carbon options** where practical, such as virtual participation, sustainable suppliers, and renewable energy sources.
- **Engage with partners** to identify opportunities for emission reduction and sustainability integration.
- **Review performance regularly** using updated carbon footprint assessments to inform future actions and identify areas for improvement.

ISPAH aims to foster a culture of environmental responsibility and ensure that climate impact remains a central consideration in all aspects of its work and events.

To support this aim, ISPAH has established a set of guiding principles to help integrate environmental considerations into all congress and organizational decisions. These principles are outlined below.

GUIDING PRINCIPLES FOR ENVIRONMENTAL CONSIDERATION

The following guiding principles provide a framework for ongoing action. These principles are organized into three areas: a) sustainability integration for pre-allocated congress locations, b) future congress planning, c) day-to-day operations. Actions taken to reduce emissions for the ISPAH Congress 2024 are outlined in the ISPAH 2024 Carbon Footprint Report.

Integrating sustainability into Congresses with pre-allocated locations (2026 & 2028)

While the locations for the 2026 and 2028 ISPAH Congresses have already been determined, sustainability must be embedded as a core aspect of the planning process. To support this, the ISPAH Carbon Action Lead will join the congress organizing committee to ensure environmental considerations are included in event decisions.

The following actions should be considered for sustainability integration:

Accommodation

- Partner with hotels that demonstrate sustainable practices and secure favourable rates for attendees.

Travel

- Consider incentives for train travel instead of flights where feasible.
- Negotiate reduced fares for public transport to encourage low-carbon mobility.

Catering

- Provide vegetarian or reduced-meat options as standard where culturally appropriate. In locations where vegetarian options are not widely available or do not align with local customs, prioritize other sustainable practices.
- Prioritize regional suppliers and seasonal food to minimize transportation impacts.
- Favour reusable packaging over disposable packaging.
- Implement strategies to reduce food waste, with surplus food donated to local charities.
- Where on-site sustainable options are limited, guide delegates to nearby restaurants with a focus on sustainable or locally sourced food.

Procurement of products and services

- Assess whether new products or services are essential for the execution of the event before acquisition.
- Integrate sustainability criteria into all procurement procedures (e.g., consider the sustainability practices of the corporations through which products are being procured).
- Eliminate single-use products where possible.

Communication

- Share educational content (blogs, webinars) on the climate impact of congresses.
- Incorporate climate and health topics into the program (e.g., keynote speaker, panel discussions).
- Engage members on the role of climate action in ISPAH's agenda.

Continued measurement

- Commit to the measurement and reporting of carbon emissions associated with each congress.
- Provide incentives for attendees to complete surveys to improve the accuracy of carbon calculations.

Recommendations for future Congress with undetermined locations

ISPAH remains committed to delivering its Congresses across a diverse range of global regions in support of its capacity-building agenda. Sustainability considerations will enhance, not replace, ISPAH's long-standing practice of rotating host locations to ensure equitable global participation and representation.

In addition to the guiding principles outlined in Section a, the following considerations should be incorporated when selecting and planning future congress locations:

Application process

- Revise the host application process to include sustainability requirements.
- Evaluate bids based on climate impact considerations alongside traditional criteria.

Location selection

- Prioritize cities that serve as transport hubs, minimizing the need for connecting flights.
- Favour locations with strong public transport infrastructure and safe pedestrian access.

Venues

- Select venues that operate on renewable energy where possible.
- Ensure venues are accessible by public transport and active mobility (walking, cycling).

Travel considerations

- Provide incentives for participants to use low-carbon transport modes such as trains.
- Offer reduced-price public transport passes to encourage sustainable local travel.

Guiding principles for day-to-day operations

In addition to congress-related activities, ISPAH aims to integrate sustainability into its ongoing organizational operations. The following principles should guide day-to-day operations:

Energy use

- Continue to prioritize energy-efficient IT infrastructure and renewable energy sources where feasible.
- Encourage low-energy practices for home offices and remote work, including turning off devices when not in use and optimizing heating/cooling.

Travel and meetings

- Prioritize virtual meetings and remote collaboration to reduce travel-related emissions.
- When in-person meetings are necessary, consider low-carbon transport options and schedule multiple activities in a single trip to minimize travel.

Communication and data

- Continue using efficient digital communication tools, minimizing unnecessary emails and digital storage where possible.
- Utilize cloud services and servers that are energy-efficient or powered by renewable energy.

Monitoring and improvement

- Track operational energy use and other minor emissions sources to identify opportunities for further reductions.
- Promote awareness among volunteers about sustainability practices, encouraging small, achievable actions that collectively reduce ISPAH's carbon footprint.

OFFSETTING AND CLIMATE FINANCE STRATEGIES

To address unavoidable emissions, ISPAH should consider the following approaches for the 2026 congress and beyond:

- **Delegate sponsorship:** Invite participants from high-income countries to sponsor the travel footprint of delegates from low- and middle-income countries, promoting equity and shared responsibility.
- **Corporate or institutional sponsorship:** Secure a corporate or institutional partner to fund verified carbon offset projects for the event or organizational activities.
- **Optional registration contribution:** Offer delegates the option to add a small contribution (e.g., \$1–\$10) to their registration fee to finance climate projects.
- **Profit-linked climate investment:** To demonstrate a sustained commitment to carbon action, a minimum of 5% of profit from ISPAH Congress' will be ring fenced to support investment verified climate action initiatives, linking financial success to sustainability impact.

GOVERNANCE AND RESPONSIBILITIES

Roles & Responsibilities

ISPAH Board:

- The Board holds ultimate oversight of the Carbon Management Plan, approving sustainability initiatives and allocating resources for carbon measurement, reduction, and offsetting activities.

Climate Action Lead:

- Appointed to guide environmental considerations across all ISPAH activities, including congress planning, day-to-day operations, and future congress site selection. The Climate Action Lead participates in the Congress Organizing Committee and key operational committees to ensure sustainability is integrated into decision-making.

Event Organizing Committees:

- Encouraged to consider sustainability guidance for each congress, including the principles outlined in the Carbon Management Plan, and to consult with the Climate Action Lead to identify potential opportunities for emission reduction and offsetting.

Volunteers and Staff:

- ISPAH members and volunteers are encouraged to consider sustainability practices in their activities, participate where possible in data collection, and support low-carbon behaviors in their work.

Integration with Organizational Governance

- Sustainability considerations, including carbon management, are integrated into ISPAH's governance structures and reporting processes.
- The Climate Action Lead reports to the Board and coordinates with the congress Scientific Committee and operational committees to ensure that sustainability is consistently considered and applied where possible across ISPAH's strategic and operational decisions.

CONCLUSION

This Carbon Management Plan represents ISPAH's first formal attempt to understand, plan for, and manage its environmental impact. For 2024, the organization successfully defined and measured its carbon footprint with the support of ClimatePartner. Steps were taken to reduce emissions associated with the 2024 Congress, and a portion of the remaining impact was offset through verified climate projects.

The document establishes a set of guiding principles for future measurement, reduction, and offsetting efforts, guiding sustainable decision-making in both congress planning and day-to-day operations. It marks the beginning of ISPAH's commitment to integrating climate considerations into the society's activities and strategic direction.



