

**fwd:**  
Bundesvereinigung  
Veranstaltungswirtschaft

**IFES**  
*global collaboration network.*

**IFES & fwd: present**

# ISO 20121 Convoy

Your Way to ISO 20121 – Sustainable Event Management

# What is ISO 20121?

ISO 20121 "Event sustainable management systems - Requirements with guidance for use" is one of the few international and industry-specific standards for the introduction of sustainability management applicable to companies and events of all sizes.

ISO 20121 covers ecological, economic and social aspects in terms of sustainability within the company along the entire value chain.

# Advantages of an ISO 20121 Certificate

- ✓ Known and recognised worldwide
- ✓ Sustainability certification specifically for our industry
- ✓ Development of a structured management system
- ✓ Trustworthy proof of your sustainability efforts to customers
- ✓ Ideally prepared for legal regulations
- ✓ One step ahead of the competition
- ✓ Meeting the increasing requirements of state institutions and financial institutions
- ✓ Strong basis to complement other (ISO) certifications

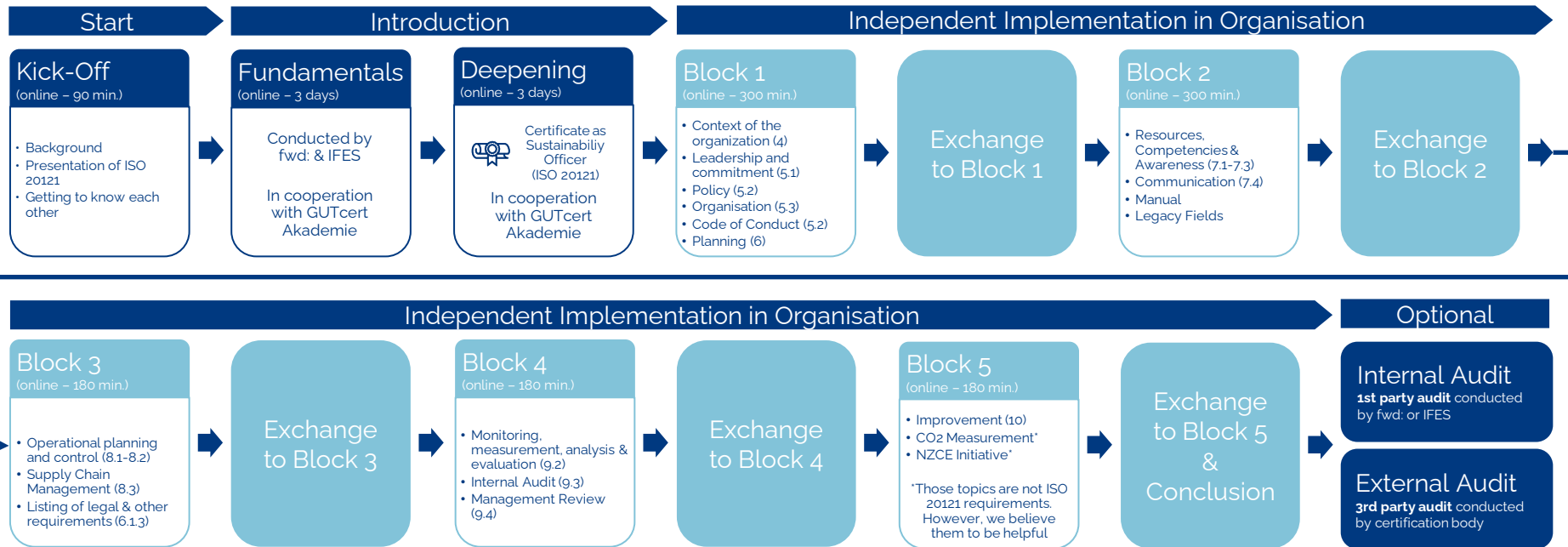
## Why as Part of our Convoy?

- ✓ Includes basic & advanced training modules in elaborated in cooperation with GUTcert and offering the certificate "Representative for sustainable event management according to ISO 20121"
- ✓ Get to know the ISO 20121 standard in its entirety and with all its requirements
- ✓ Structured framework with five information blocks and five exchange blocks based on the chapters in the ISO 20121 standard.
- ✓ Numerous templates and materials
- ✓ Exchange with other companies - learn from, and with, each other on the journey to ISO20121 certification
- ✓ Coordination & support from the IFES and fwd: associations
- ✓ Teams channel as exchange platform for participants.

## Prerequisites

- ✓ Willingness to share documents and information
- ✓ Commitment to getting involved in the exchange formats
- ✓ Designated sustainability manager (at least 50% part-time position)
- ✓ Commitment by the top management to redesign processes and implement a sustainable event management system.
- ✓ ISO20121 standard should be available in printed form > Order at [ISO.org](https://www.iso.org)

# ISO 20121 Convoy Program



## 1st, 2nd, and 3rd Party-Audits

<b>First Party Audit</b> (Internal)	Focusses on proofing internal processes to fulfill all applicable requirements
<b>Second Party Audit</b> (Supplier)	Focusses on auditing and additional ISO contractual requirements
<b>Third Party Audit</b> (Certification Body)	Proves the conforming implementation of all ISO 20121 requirements.

# Pricing

Fwd: & IFES Convoy (duration of 1 year)	3,800 €
Internal Audit (systemic audit) <sup>1)</sup>	1,900 €
Internal Audit (functional audit) <sup>1)</sup>	950 €
Total – ISO 20121 Convoy incl. Internal Audit	6,650 €
External Audit, first-year audit) <sup>1), 2)</sup>	about 7,500 €
Total Investment	about 14,150 €

All prices are pre-tax. The invoice will be issued by the .fwd Servicegesellschaft mbH.

1) Prices do not include individual travel costs (see slide g).

2) Information without guarantee. This price information is based on experience only; actual prices depend on the respective certifier, the scope, and the size of the company.

## Note:

The audit offered and conducted by internal auditors of the associations is not an official certification and may not be used as an official seal in tenders. It certifies that the processes in the company are implemented in accordance with ISO 20121.

fwd: and IFES act as organisers and do not provide individual consulting themselves. It is possible to receive additional consulting from internal auditors within our network.. (see slide g)



## Additional Offers

Individual topic-specific consulting by an internal auditor from the fwd: & IFES network<sup>1)</sup>

half day 550 €  
full day 950 €

## Travel Costs

All travel expenses for an auditor will be covered by the contracting company, including train or flight tickets and additional taxi costs. Depending on the distance and if an overnight stay is necessary, one to two nights in a 3 or 4-star hotel may be incurred. For travel by car a mileage allowance of 0.40 EUR per kilometer driven will be reimbursed.

All prices are pre-tax. The invoice will be issued by the fwd: Servicegesellschaft mbH.

1) Prices do not include individual travel costs.

# Registration form

Please send the completed form to [dominique@ifesnet.org](mailto:dominique@ifesnet.org)

By signing this registration form, you commit to taking part in the convoy solution offered by IFES and fwd:. If free spots are available, you will receive an order confirmation.

Company:

Contact Person Name:

Contact Person E-Mail:

Contact Person Phone:

Additional Contact (opt.):

Date:

Signature:

- We agree that our company name may be mentioned in connection with the ISO20121 Convoy Program for publication on social media or in press releases by the associations.
- We meet the requirements mentioned on slide 5.

**Disclaimer and Information:** fwd: and IFES are the organisers of the ISO20121 Convoy Program. The training content and organisation are the responsibility of the associations. Member companies are responsible for their own participation and the successful completion of the ISO20121 certification. Participation in the program is determined based on the date of receipt of the registration form. Participation is confirmed only upon receipt of an order confirmation from the associations. The provided data will be stored for data processing purposes

**For questions, please feel free to contact us.**

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