

GREEN CLUB GUIDE



The Green Club Guide stands for sustainability, energy efficiency, and climate protection in clubs.

Presented by

CLUBTOPIA

It's high time to make a change.

Every day, the Earth is getting warmer. Especially the vast release of CO₂ through the combustion of coal, natural gas, and oil, as well as everyday activities like heating our homes, are driving global warming. According to the 2022 **report** from the Intergovernmental Panel on Climate Change (IPCC), the yearly greenhouse gas emissions from 2010 to 2019 were higher than in any previous decade. A significant portion of human-made emissions is attributed to urban areas, among other factors, due to increasing energy consumption.

Berlin has set a target to become climate-neutral by 2045. This means the city's CO₂ emissions should be reduced by at least 70 percent by 2030 and at least 90 percent by 2040 (compared to the base year of 1990). So, it is crucial to do as much as possible to achieve this ambitious goal and protect the climate sustainably.

What do climate protection and sustainability have to do with the club and cultural industry?

Quite a lot! As the vibrant creative capital of Germany, Berlin boasts a lively and vibrant club culture scene, which holds significant cultural and economic value for the city. Every day, cheerful partygoers visit over 230 different locations. The club scene is as much a part of Berlin as the TV tower is of Alexanderplatz, but it also has a high energy demand! Most of Berlin's club landscape consists of small and medium-sized clubs. A medium-sized music club (up to 300 guests) consumes as much electricity as 33 single households in Germany annually! That means a small club is responsible for about 30 tons of CO₂ emissions per year. Additionally, there are CO₂ emissions from heating, waste, water, mobility, etc. **Unfortunately, that's far too much!**

But no reason to bury our heads in

the sand, because: Even in the club and event scene, you can take action! Specifically, an ecologically sustainable design of the club means considerably reducing CO₂ emissions and protecting the finite resources of our planet. There's no alternative to refrigerators with glass doors? Green energy is too expensive? Waste separation in club business is pointless? Nonsense!

Berlin clubs and organisers can not only become more sustainable and eco-friendly themselves, but also inspire guests to engage in climate protection, thanks to their influence. With the Green Club Guide, we provide you with tips in eight areas of action on how to protect the climate with easily implementable measures and save a lot of money in the process!

The Green Club Guide simplifies your research and dispels some myths surrounding energy efficiency and ecological practices. You can find more details in the instructional [video](#).

Who is behind the Green Club Guide?

The Green Club Guide's first edition from 2015 is the result of a collaboration between clubliebe e.V. and Clubcommission Berlin e.V. The initiative was supported by the former Senate Department for Environment, Transport, and Climate Protection, Musicboard Berlin, and the David Nature Foundation. The annual updates of the Green Club Guide from 2019 to 2022 are part of the Clubtopia project, which advocates for a sustainable and environmentally friendly club scene in Berlin.

The project is funded by the Senate Department for Urban Mobility, Transport, Climate Protection and the Environment in cooperation with BUND Berlin, clubliebe e.V., Clubcommission Berlin e.V., and with the support of LiveKomm.

Additional guidelines

- Open air events — [Verein Sounds for Nature Foundation e.V.](#)
- Large scale events — [Umweltbundesamt](#)
- Emancipatory club culture — [Reclaim Your Club Fibel](#)
- Green Touring Guide — [Green Touring Netzwerk](#)
- Sustainable event network — [Green Events Hamburg](#)
- Guideline: climate-neutral events in Berlin — [Handlungsleitfaden GRÜNE LIGA Berlin e.V.](#)
- Code of Conduct for sustainable clubs and festivals — [Zukunft Feiern!](#)
- Guidebook event industry — [Labor Tempelhof](#)

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IMPRINT

Published by

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Berlin Regional Association e.V.
(short: BUND Berlin e.V.)

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With the kind support of
LiveKomm — Verband der
Musik-spielstätten in Deutschland
e.V. (Association of Music Venues in
Germany e.V.)
livekomm.org

Integrated in
Projekt „Pop in Kiez Toolbox“ by
Clubcommission Berlin e.V.
kiez-toolbox.de

Supported by
Senate Department for Urban Mobili-
ty, Transport, Climate Protection and
the Environment
berlin.de/sen/uvk

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Images (Unless otherwise noted):

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Karoline Kohle.

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BUND
FRIENDS OF THE EARTH GERMANY



LIVEKOMM
LiveMusikKommission
Verband der Musikspielstätten
in Deutschland e.V.

Funded by

Senatsverwaltung
für Mobilität, Verkehr,
Klimaschutz und Umwelt

BERLIN



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1

BAR



WHAT'S IT ABOUT?

The bar – a bustling work area. The beverage refrigeration here holds the greatest potential for saving CO₂, money, and energy. Refrigerators in the club are real energy guzzlers. In addition to the cooling devices, this chapter also provides tips on urban logistics and sourcing products for the club that are local and sustainable.

We'll weigh tap water against bottled water and strongly encourage the use of reusable bottles.

WHAT IS THERE TO DO?

I. Beverage Cooling

Fridges are unfortunately real electricity guzzlers - especially when they are older than ten years. The main power consumption in your club is often caused by keeping your drinks cool.

Is it advisable to get a new refrigerator?

Most likely yes, but to find out, you can start by measuring the energy consumption of your refrigerators. For this, you'll need a power meter. If you don't want to buy one, you can easily borrow one from the largest energy supplier, the city utilities in your city, or the consumer advice center. Then, measure your electricity consumption for 24 hours – once on a non-event day and once on an event day. For devices that are in continuous operation, the measurement should be conduct-

ed over a longer period. The energy meter will show you exactly how much you have consumed during your test run. With this, you can then calculate your approximate annual consumption per device:

You multiply the measured consumption by the number of event days and non-event days.

Additionally, you should consider how many liters the fridge can hold. So, you calculate the electricity consumption per liter. These values can then be compared for all fridges, and you should start by replacing the devices that consume above-average amounts. We explain this process in detail in this [video](#).

If your annual consumption is too high, you probably need a new fridge. For that, it is essential to know the energy efficiency class of your cooling device. Check the energy label on your appliance. Older labels are marked with plus classes, where the

energy-efficient classes **A+++** or **A++** are recommended. From March 2021, the **EU energy label** has been updated, and energy classes are now categorized from **A** (best) to **G** (worst). The most energyefficient fridges so far fell into the **B** or **C** category. Now, stainless steel commercial fridges can also be purchased under class A. In addition to the energy class, the kilowatt-hours per year and per liter are crucial. The less kilowatt-hours the fridge consumes, the better! Lastly, the climate class is relevant for a new purchase:

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Service-Nr./No.Service: 9990618-01										
KUEHL-GEFRIER-KOMBINATION-NO FROST-BIOFRESH-EDELSTAHL COMB. FRIDGE-FREEZER-NOFROST-BIOFRESH-ST. STEEL COMBINE-REFRIGERATEUR-CONGELATEUR-NOFROST-BIOFRESH-ACIER INOX COMBINADO FRIGORIFICO-CONGELADOR NOFROST-BIOFRESH-ACERO INOX ХОЛОДИЛЬНИК-МОРОЗИЛЬНИК NOFROST-BIOFRESH-НЕРЖ.СТАЛЬ										
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Insulation (Pentan)										

Climate Class

The nameplate will help you find the consumption of your refrigerators.

- **Climate Class N** (Normal) is best suited for heated rooms with an ambient temperature of 16 to 32 °C.
- **Climate Class SN** (Subnormal) feels comfortable in an unheated room at 10 to 32 °C.

Even though the initial cost of a new refrigerator may seem high, the savings in electricity costs will quickly offset it. New fridges save a significant amount of electricity compared to older used appliances, making them cost-effective in a short period. This means that the investment in a new energy-efficient device can be recovered through saved costs in as little as three years. The more energy-efficient, the quicker the return! If you are bound to sponsors, you should discuss with them what you can do together to make your beverage cooling more efficient and sustainable. While glass-door fridges are popular and perhaps eye-catching for promotional purposes, one without a glass door saves significant energy costs. For example,

you could get creative and artistically decorate the doors of your fridges. If that's not possible, at least use household fridges without glass doors for the backstage area and team fridges.

If you have the space and financial means, you could consider installing a walk-in cold room (cooling cell) instead of multiple fridges in the storage area. This walk-in cooling wonder with highquality cooling units has the advantage of providing organized and clearly structured storage, distributing temperature evenly, and adjusting humidity optimally. Cold rooms are well-insulated and require minimal energy.

More ideas to save energy, costs, and CO₂

- **Turn off cooling devices occasionally** — If the club operates for three days a week, feel free to turn off the cooling devices for the remaining days. Before doing so, check

the user manual of your device to ensure it can handle this.

Otherwise, remember to unplug them as often as possible!

- **Pre-cool gently** — When you switch on the refrigerator before an event, it's advisable to pre-cool the device efficiently. Aim for a gentle cooling curve. Ideally, start this process 12 hours before the event begins. The optimal fridge temperature is between 7°C and 8°C; anything below that is wasteful energy. You can set up a time- and temperature-controlled regulation of beverage cooling to chill drinks before the event. A fridge thermometer will help you maintain the correct temperature.
- **Take good care of your fridge** — The best spot for cooling and freezing appliances is where it's around 10°C warm. So, try to keep them away from heaters, heating pipes, dishwashers, ice machines, or direct sunlight, as this can make your

refrigerator work twice as hard to perform optimally. Also, remember to regularly clean and degrease the backside of the appliance.

- **Avoid leaving fridge doors open** — Keep the doors of refrigerators and cold rooms open for as little time as possible to minimize the entry of warm, humid air. When cold air escapes, these cooling devices use as much electricity as a 60 Watt light bulb burning for ten minutes to restore the previous temperature.
- **Fill up the fridge** — Make sure to fill your cooling devices to their maximum capacity, utilizing every cool spot in the fridge and reducing the intake of warm air.
- **Don't forget to defrost** — For the freezer, -18°C is sufficient. If your freezer gets frosted up, it must be defrosted promptly. Additionally, in your fridge, every millimeter of ice

consumes up to 15% more energy, leading to significant additional costs.

- **Avoid mini-refrigerators!** — Mini-table fridges that showcase products with bright lights might seem appealing but consume just as much power as larger devices.
- **Properly dispose of cooling devices** — Electrical appliances shouldn't be disposed of in household waste; they should be taken to recycling centers. Many retailers and manufacturers also offer to take back cooling devices for proper disposal.



II. Tap Water or Bottled Water?

There are numerous advantages to serving tap water. It eliminates the production, cleaning, and recycling of packaging, as well as the transportation and cooling of drinks.

The biggest benefit is that tap water is the most cost-effective, energy-efficient, and environmentally friendly option for beverages you can offer in your club. In Berlin, a liter of tap water costs half a cent, and it comes with very good quality. On the other hand, producing one liter of chilled bottled mineral water emits 211 grams of CO₂, while one liter of tap water from Berlin's supply emits only 0.3 grams of CO₂. (Gutes Wasser to go — klimaschonend und plastikfrei, 2021)

Since tap water should remain free of charge, and offering it might result in lower profits, you gain a lot of appreciation and reputation by doing so. One possibility is to serve tap water on

a donation basis or with a service charge. You could then donate half of the proceeds to a great (water related) project or similar initiative. If you find that your tap water tastes odd, there are special filters available that can improve water quality and reduce or remove impurities such as lime, hormones, pesticides, heavy metals, chlorine, etc. For instance, you could consider using the filtering systems provided by [The Local Water](#), a Hamburg-based company.

If you feel more comfortable with bottled water, we recommend considering the socially conscious alternative [Viva con Agua Wasser](#). In addition to distributing water, this Hamburg-based organization advocates for worldwide access to clean drinking water and basic sanitation.

III. Logistics: Regional Beverages & Sustainable Procurement

During a party at your club, your visitors will naturally want to enjoy a drink or two. But how do you get beverages, catering, and other supplies to the club in an environmentally friendly manner? The key lies in sustainable procurement management, which means consciously choosing products and services that have minimal negative impact on the environment, considering social, ecological, and economic aspects from production to disposal. You can assess your procurement management through **Self-Check**.

- **Buy local and regional** — Are you picking up the drinks yourself? If not, take a look at your inventory: the farther beverages are bottled, the more CO₂ emissions are generated during transportation. Therefore, it's best to prefer region-

al beverage suppliers. For instance, the beverage and trade collective **GEKKO** can provide you with a variety of different regional drinks. GEKKO operates as a cooperative, promoting solidarity and self-management. This means that all participants (producers, suppliers, customers, and GEKKO employees) receive equal compensation. The goal is to foster socially fair interactions and sustainable regional trade. Additionally, we recommend engaging in a conversation with your beverage suppliers. They might not have switched to more environmentally friendly vehicles, such as electric transporters, because they assume their customers are not interested.

- **Order less frequently but in larger quantities** — If you have the option to store beverages, try placing larger orders to avoid frequent deliveries. You can review your past orders to analyze demand patterns: which beverages sell well during different

seasons, and when do you need to restock? Modern point-of-sale systems can help you analyze and evaluate your data.

- **Switch to (E-)cargo bikes** — Cargo biking is fantastic! Whether it's flyers, technical equipment, beverage restocking, catering, or even transporting people – cargo bikes can handle a surprising amount, and they offer numerous advantages. You won't be stuck in annoying traffic jams, and parking is a breeze. The cost of purchasing and maintaining cargo bikes is significantly lower than that of cars and trucks, and it's a whole lot of fun too. Besides, you'll find a wide range of options: cargo bikes or trailers? Buy, rent, lease, or build your own? One or two wheels at the back? With or without an electric motor? Two, three, or four wheels? Open, closed, or with special attachments? With or without **subsidies**? The choices are endless.

- **Delivery by E-cargo bike** — There are eco-friendly delivery services like **Cycle Logistics** or **Fahrwerk Berlin**, which can handle small tasks for you. Cycle Logistics can even transport up to 250 kilograms with an E-cargo bike, while Fahrwerk Berlin can carry up to 30 kilograms and also offers courier services with Etransporters or E-cars.

IV. Bottle Deposit System

How is your system for returning cups, glasses, and bottles set up?

We strongly recommend using a **re-usable deposit system**. PET reusable bottles are a common packaging option for non-alcoholic beverages, but regional glass reusable bottles have a much more positive impact on the environment. You can use them in the bar area and also for the packaging used by suppliers.

Remember, it's essential: not to leave PET bottles in the sun, as heat and UV radiation can cause harmful substances to leach from the plastic.

V. Hand Washing or Dishwasher?

Great question! From an ecological standpoint, using a dishwasher is the more sustainable method compared to hand washing. You can test whether investing in a new dishwasher would be worthwhile using the [Spulmaschinenrechner](#) (en: dishwasher calculator).

After a study made by the [University of Bonn \(2011\)](#), we now know for sure: dishwashers beat hand washing! Using a dishwasher can save up to 50 percent of water compared to hand washing. The key to using a dishwasher efficiently is to load it properly and, most importantly, to fill it up com-

pletely. The latest machines are designed for 14 place settings.

However, for commercial dishwashers, the situation is different, as they operate very quickly and at high temperatures, resulting in a significant water consumption. Make sure your glass washing machines run hygienically, with pre-rinsing using cold water and environmentally friendly, biodegradable dishwasher tabs.



FURTHER LINKS

- ▶ [Tap water filter: The Local Water](#)
- ▶ [Refill Berlin](#)
- ▶ [The Story of Bottled Water](#)
(Video, 08:05min)
- ▶ [BWB](#) (Topic: Water)
- ▶ [Viva con Agua de Sankt Pauli e.V.](#)
- ▶ [a tip:tap e.V.](#) (Tap water project)
- ▶ [GEKKO](#) (Berlin trading collective)
- ▶ [Cycle Logistics](#)
(Delivery by electric cargo bike)
- ▶ [CityLog GmbH](#) (BentoBox concept)
- ▶ [Energy efficiency of refrigerators](#)
- ▶ [Energy saving check](#)





2

TOILETS

WHAT'S IT ABOUT?

Toilets and urinals, along with the handwashing sinks, typically account for the highest water consumption. Here, not only can you save water but also a considerable amount of money.



Check your water consumption at the washbasin by letting water run into a measuring cup for 10 seconds. Multiply the ml by 6 to calculate the water flow per minute.

WHAT IS THERE TO DO?

By checking your water meter, you can determine your water consumption per event day. With a few energy-efficient measures, reducing unnecessary water usage will be a breeze.

Faucets and toilets can lose different amounts of water if not regularly maintained and repaired. A 5mm “water thread” in the toilet flush can cost you 2,116 € per year and waste over half a million liters of precious water!

(Source: Klimanauten, Chapter 4. Water Consumption, 2016)

Rate	Loss in litres/year	Loss in euros/year
1 drop per second	5.000	20
Drops form a water thread	31.000	125
2 mm wide water thread	146.000	587
5 mm wide water thread	526.000	2.116

I. Toilet Flush

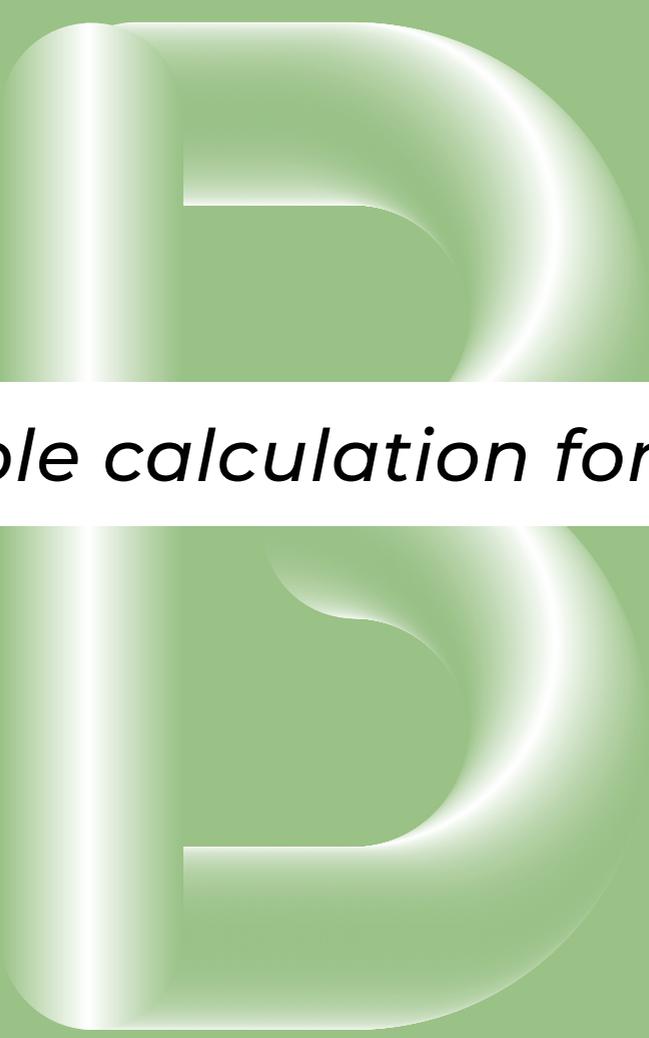
Older water closet models flush nine liters of fresh water down the pipe when flushed. This is clearly excessive and not even hygienically necessary. Therefore, all flush tanks should be equipped with a water-saving button. The water stop consists of weights that prevent complete emptying of the tank. For a short flush, usually two liters per flush are sufficient.

Of course, water-saving buttons only fulfill their function if they are used. A sticker such as “Save water” or indicating the flush volume (9 liters / 3 liters) can promote the user’s awareness.

In addition to the common urinal flushes in the men’s restrooms, there is a one hundred percent water-saving alternative: waterless urinals. They consume neither water nor electricity, are odorless, and do not require chemical cleaning. Urine runs into the

sewer through a filter. It is immediately closed after use, so that unpleasant odors from the sewer system cannot escape. The filter must be replaced regularly after approximately 7,000 uses.

Finally, we recommend placing a closed trash can for hygiene products in each toilet cabin. This way, tampons, pads, and other items will not be flushed down the toilet, and you can avoid a possible blockage of the sewer pipes.

A large, stylized number '12' is centered on the page. The number is rendered in a light green color with a 3D effect, featuring a white highlight on the left side of the vertical bars and a soft shadow on the right. The background of the entire page is a solid, medium green color.

Example calculation for Berlin

In Berlin, the water tariff is 1.81 €/m³, plus 2.31 €/m³ for wastewater charges, plus taxes. Total = **4.023 €** (tariff amount according to Berliner Wasserbetriebe since January 1, 2020)

If a venue is equipped with **9-liter flush tanks** and urinals, and an average of **400 people** use the toilets in the evening, the water consumption and monetary loss would be as follows:

$$\mathbf{400} \text{ guests} \times \mathbf{2} \text{ toilet visits} = \mathbf{800} \text{ uses}$$

$$\mathbf{800} \text{ uses} \times \mathbf{9} \text{ liters/flush} = \mathbf{7,200} \text{ liters/evening}$$

$$\mathbf{7,200} \text{ liters} \times \mathbf{8} \text{ evenings/month} = \mathbf{57,600} \text{ liters/month}$$

$$\mathbf{57,600} \text{ liters} \times \mathbf{12} \text{ months} = \mathbf{691,200} \text{ liters/year}$$

$$\mathbf{691.2} \text{ m}^3 \text{ of drinking water} \times \mathbf{4.023} \text{ €} = \mathbf{2,780.70} \text{ €}$$

By using **3-liter flush tanks**, you would only pay **926.90 €**. This means you save **460,800 liters** of water per year, and even better, you keep **1,853.80 €** in your wallet.

II. Toilet Paper

This measure is quite simple: **Buy recycled toilet paper!** Since toilet paper is used only once and we are literally “flushing wood down the toilet,” it is essential that the paper is made from already recycled secondary fibers (recycled paper). This way, wood resources are sustainably protected. We recommend you choose products with the eco-label **Der Blaue Engel** (the Blue Angel) when purchasing. This certification guarantees that the paper fibers are obtained entirely from recycled paper and no hazardous chemicals have been used.



III. Washbasins

Not only since the time of Corona do we know that handwashing is extremely important. However, many washbasins waste too much water. Without water-saving measures, it can be as much as 20 litres per minute. We have gathered some helpful tips for you on how to reduce your water consumption:

- Most water taps can be equipped with **water-saving aerators**. By mixing in air, they reduce water consumption by up to 60%.

- Don't worry, despite the various reduction techniques like air injection, membranes, or flow limiters, thorough hand cleaning is still possible, and handwashing feels just as good.

- In most cases, the water pressure increases not only at the tap but

also in the instantaneous water heater or boiler. That's why you must not use pressure-generating aerators on **hydraulically controlled instantaneous water heaters**. Electronically controlled devices are more energyefficient and are **supported** as a partial measure by the BEG (Building Energy Act).

- Well-adjusted **single-lever mixers**, when the lever is aligned to the middle of the washbasin, release only cold water. Moreover, when opening the tap, a pressure point ensures that the water flow is optimally used for handwashing.
- **Self-closing taps** stop the water flow after a maximum of five seconds, resulting in only 6 litres of fresh water lost per minute.
- **Touchless or electronic taps** automatically interrupt the water flow as soon as hands move away from the sensor. These taps also prevent

the water from unnecessarily running for an extended period due to someone forgetting to close the tap.

-
- **Keep an eye out for dripping taps:** This can result in thousands of litres of water being wasted annually.



IV. Hand Drying

Bacteria multiply faster on moist skin. That's why it's essential that hand drying doesn't take too long, as your club visitors may stop prematurely and leave the washrooms with damp hands.

Paper dispensers are still widespread in facility rooms. Therefore, when buying paper towels – just like with toilet paper – make sure they are labelled with the **Blue Angel**.

You can discard the warm air hand dryer! It consumes too much energy and is also quite a breeding ground for bacteria. Instead, we recommend the **turbo hand dryer**. In just 10 - 30 seconds, it dries hands at speeds of up to 600 km/h, achieving up to 90% dryness. The device is not only more energy-efficient than the hand dryer but also has a better environmental balance than recycled paper. The only drawback: these devices are quite

loud. When purchasing the model, make sure the highest airflow setting does not exceed a sound power level of 85 dB(A).

The optimal energy consumption in standby mode is 0.5 Watts.

FURTHER LINKS

- ▶ [Urimat](#) (waterless urinals)
- ▶ [Drying hands](#)
- ▶ [Utopia](#) (Life cycle assessment of hand dryers)
- ▶ [Memo](#) (Ordering hygiene products)
- ▶ [WWF](#) (About FSC®)
- ▶ [Water consumption / saving water](#) (Klimanauten Brandenburg 2016)



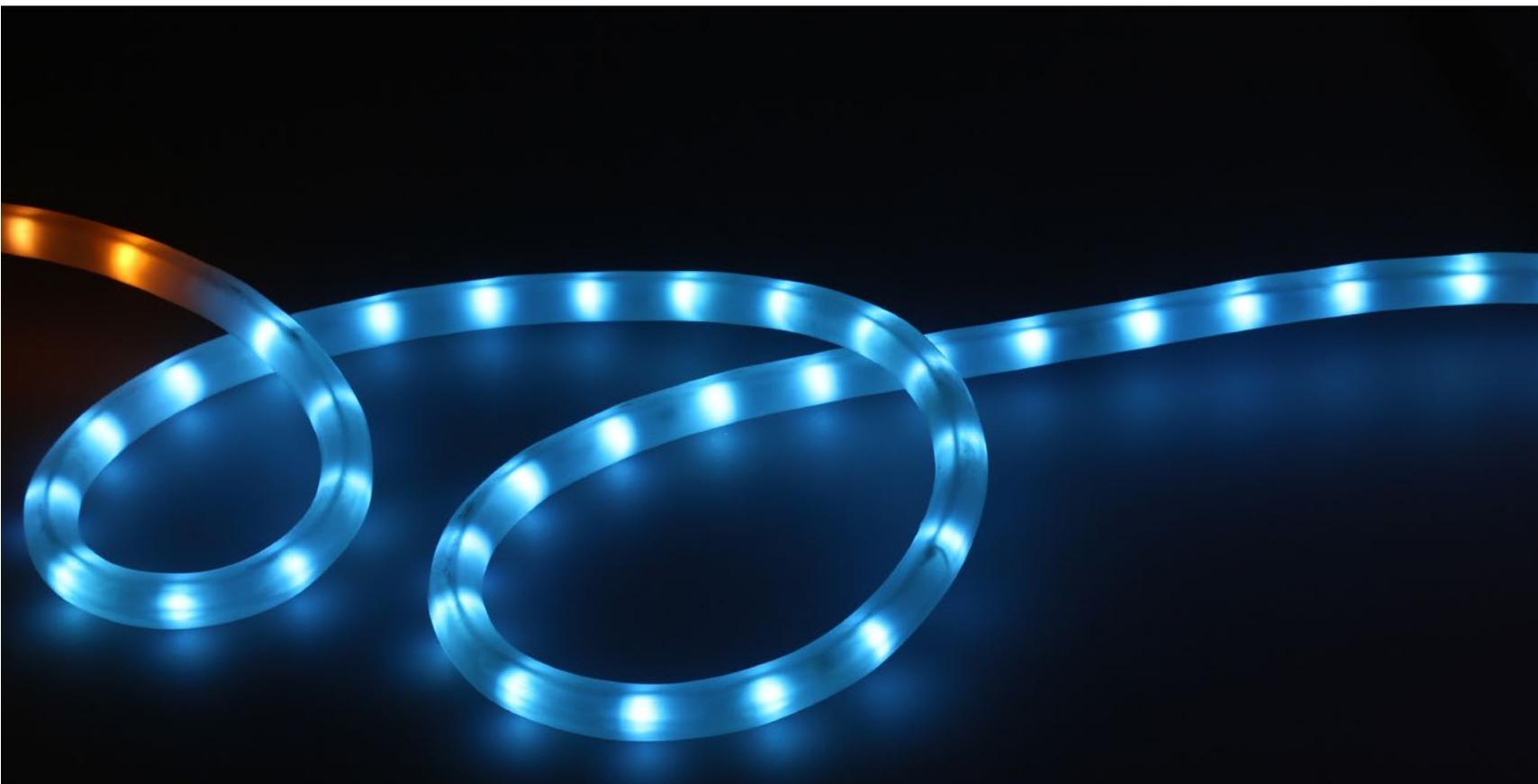
3

**LIGHTING AND
VENTILATION**

WHAT'S IT ABOUT?

The dancefloor is the area where club-goers spend the most time, should feel comfortable, and work up a sweat. The music is right, the lighting sets the atmosphere, the air is pleasant, and the crowd is enjoying your party to the fullest. Perfect!

Meanwhile, you can save a lot of money by investing in energy-efficient lighting and properly adjusting the ventilation.



WHAT IS THERE TO DO?

I. Lighting

The solution here is LED.

LEDs (Light Emitting Diodes) are the most energy-efficient option. Take a look at which lamps burn the longest in your club and replace them with LEDs.

The advantage: Up to 85% less electricity is needed, and your electricity costs will automatically be reduced. The same advantages apply to event lighting as household lamps in the club: they are long-lasting, controllable, and aesthetically flexible. LEDs are available in various light colors, sizes, shapes, and fittings, and even the style of the traditional incandescent bulb, the “retro chic,” can live on.

For **outdoor lighting**, you should be as economical as possible. Insects, bats,

birds, and stargazers will thank you. Choose lighting with low ultraviolet and blue content as they attract fewer insects. Directly illuminate the necessary areas (e.g., the path or potential obstacles) instead of pointing the spotlights to the sky. Closed lamp housings prevent insects from getting trapped inside the lamps. Additionally, use **timers or motion detectors** in outdoor areas.

Further possibilities to make the club lighting more energy-efficient

- “The last one out turns off the lights.” Optimize your internal processes, so it’s clear when and by whom each light should be switched off.
- Are there fairy lights? They can be replaced with LED fairy lights.
- Where possible, utilize natural daylight, for example, during cleaning or during setup and dismantling. On non-performance days, you

don't need the full "event lighting"; instead, use cleaning lights (e.g., LED tubes).

- For outdoor lighting and cleaning lights, use motion detectors to avoid having to constantly switch on and off.

- LED technology is also available for stage lighting. Light color and temperature can be easily adjusted, and it has the additional advantage that artists won't sweat as much under the lights. LED technology is now available even for lighting systems with the highest technical demands (e.g., for photo, film, and television productions). Investing in this technology is worthwhile if you use it frequently. Alternatively, there are rental companies that offer high-quality equipment for specialized needs.

- Replacing neon with LED tubes is simple because, depending on the type of the old neon tubes, the

ballast often doesn't even need to be removed. Afterward, the new LED tube can be installed. Remember to dispose of the old tubes properly, for example, at the recycling centers of BSR or at [Lightcycle](#), a recycling company for lighting.



II. Ventilation

Stuffy air in the club? The air quality is a crucial factor for making your club visitors feel comfortable. Overly stuffy or humid air creates an unpleasant ambiance and may drive away your audience. Often, clubs lack windows and rely solely on a mechanical ventilation system to regulate fresh air supply.

The principle of the ventilation system is straightforward: It exhausts stale air from the building and brings in fresh outdoor air. Your ventilation system can account for up to 50% of your energy consumption. Optimal ventilation systems automatically adjust to the demand and can even measure the CO₂ content of the indoor air. The CO₂ sensors should keep the CO₂ levels in the air below 1,000 ppm (parts per million) – this helps you stay more fit and is simply healthier.

To get started practically, these questions may help you:

- What type of ventilation system do we have?
- What functions does it perform (supply air, exhaust air)?
- When does it operate?
- How much air does the system circulate, and at what temperatures?
- Are they appropriate?

Before investing in a new ventilation system, you can make your existing system more efficient. Here's how:

- **A timer** is worth considering if you host regular events.

- **Data/climate loggers** and air quality sensors measure the humidity inside the building and also monitor the temperature and CO₂ levels in the air. With this data, you can better control the ventilation and prevent musty odors, mold formation, and energy waste.

- **Regular maintenance and cleaning of the air filter** are necessary as the fan would otherwise need to work harder to move the same amount of air.
-
- You can also replace the fan with a more current, energy-efficient model, thus reducing the energy consumption of the ventilation system.

If financially feasible, installing a **decentralized supply and exhaust air system with “heat recovery”** would be the most comfortable and energy-efficient option for clubs. Here you can find information about **funding opportunities** for ventilation systems.

How does „heat recovery“ work?

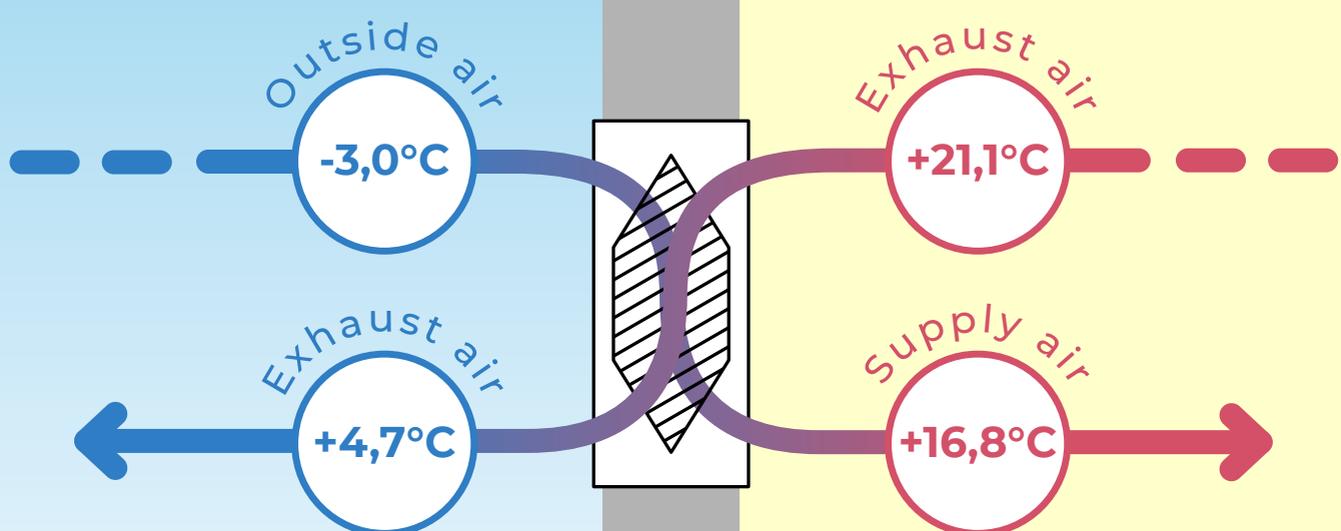
Changing used against fresh air also means that in winter, warmth is being replaced by cold air. As a result, a portion of the heating energy is being “heated out,” leading to increased heating energy consumption.

To minimize heat loss, the heat from the exhaust air should be transferred to the fresh air. A heat exchanger transfers the heat from the outgoing air to the cold air coming in from outside. The fresh warm air is then distributed throughout the location via ducts. This process is called heat recovery and allows up to 85% of the heat energy to be recovered. Additionally, the relative humidity can be controlled, and should within enclosed spaces ideally remain between 35% and 65%.

Especially in old buildings, the supply and exhaust air system with heat re-

covery provides an efficient mold prevention measure.

To install a decentralized ventilation system with heat recovery, it's essential to determine the appropriate **air exchange rates**, filters, pipe system, and control mechanisms (CO₂ sensors, humidity sensors) that are suitable for your venue. We recommend seeking **professional advice** to achieve an energy-efficient and economically sound outcome.



These values are based on the test results for building approval conducted by TÜV Sud in Munich.

FURTHER LINKS

- ▶ [What is light? \(basics\)](#)
- ▶ [Savings potential LED](#)
- ▶ [Informationen about the costs of a ventilation system \(interview, Herr Thoma vom VfW, 2014\)](#)
- ▶ [Ventilation systems](#)
- ▶ [Funding check for ventilation systems](#)
- ▶ [Avoid light pollution](#)
- ▶ [Energy campaign for the hospitality industry](#)
- ▶ [Consultation on ventilation systems](#)





4

**ZERO WASTE
AND CLEANING**

WHAT'S IT ABOUT?

Here, we delve into the simple principles of Zero Waste and take you into the world of DIY, waste reduction, waste separation, and eco-friendly cleaning of your venue. **The less waste you generate, the better!**

By making your own cleaning products, you'll not only save a lot of money but also do a great favor to the wastewater. All-natural, all clean.



WHAT IS THERE TO DO?

I. What is Zero Waste and what's the point?

Between 1950 and 2015, 8.3 BILLION TONNES OF PLASTIC were produced worldwide. That's more than one ton per person [...]. The vast majority consists of single-use products and packaging. Not even ten percent of all plastic ever produced has been recycled. (Plastikatlas 2019, Heinrich Böll-Stiftung/BUND Deutschland e.V., 4. Auflage)

The Zero Waste movement is gaining more and more attention, and rightfully so! Whether it's plastic, glass, or paper, the amount of waste is of tremendous scale. When the waste, especially plastic waste, ends up in the environment, the consequences are severe. Approximately 75% of plastic waste ends up in the ocean. A large portion of it cannot be decomposed

or only very slowly; it often takes up to 450 years for the plastic to fully break down. Further detailed information can be found in the publication of the [Environment Agency](#).

Five Steps of Zero Waste

1. **Rethink** (Rethinking habits)
2. **Refuse** (e.g., rejecting packaged fruits, unwanted flyers, advertisements, etc.)
3. **Reduce** (Reducing waste)
4. **Reuse** (Reusing and repairing)
5. **Recycle** (Putting it in the recyclable collection → yellow bin or recycling bin)

II. Rethink & Refuse

To create a sustainable Zero Waste club, you need to overhaul your procurement habits. In the first step, it's worthwhile to analyze the products you currently purchase. What do you truly need, and what can you and your guests do without? How can you replace essential items with ecological and low or zero-packaging alternatives? **The best waste is the one that never gets generated!**

Current eco-product packaging is made from recycled plastic and Green Polyethylene (PE), derived from the renewable resource sugarcane. Pay attention to this the next time you shop. Finding environmentally friendly products is not that difficult. For example, you can opt for trash bags made from recycled plastic, recycling toilet paper, or refillable ecological cleaning agents. Moreover, you can easily make ice cubes from tap water and provide napkins only upon re-

quest if you can't entirely do without them. Even your event promotions can be printed on recycled paper without petroleum-based products, and you can order drinks locally. Many manufacturers also offer large refill packs, which helps reduce unnecessary packaging waste. You can even make cleaning agents yourself.

Since July 2021, plastic straws have been banned in the EU. Reusable straws can be an alternative option.



III. Reduce: Reusable Alternatives

- Establish a deposit system or regularly collect glasses.
- Use shot glasses made of glass instead of plastic cups - provide them against a deposit or serve drinks directly at the bar.
- Fill drinking water in bottles or set up water fountains or taps for guests, offering it against a small fee or free of charge.
- Instead of wrapping fruits for cocktails or similar in aluminum foil put them in BPA-free containers or jars.
- Swap regular toilet paper or paper towels with products carrying the **Blue Angel** label.
- Replace confetti with biodegradable flower confetti.
- Replace single-use soap dispensers with refillable ones and obtain liquid soap as concentrate or in bulk.
- Exchange plastic deposit tokens for FSC-certified wooden ones.

- Place visible trash cans, gum containers, and ashtrays – recycle cigarettes completely with [Tobacycle e.V.](#)
- Reduce paper products. Printing and copying have a more significant impact on the ecological balance than the devices' power consumption. In Germany, up to 20 million tons of paper, cardboard, and carton are used annually. According to the [German Environment Agency, Recycling Paper, 2018](#), this corresponds to a consumption of 247 kg of paper per person! So, if you need to print flyers and posters, print double-sided whenever possible and use certified recycled paper with the Blue Angel label.
- Set up a deposit collection system in front of your building and donate the empty containers to a project of your choice.

IV. Reuse: Upcycling, repairing, borrowing, exchanging

Now you have an idea of how to reduce and recycle waste. But there's more. Let's familiarize you with the concept of REUSE: repairing, borrowing, swapping, and upcycling. Secondhand is in vogue – thrift stores, social department stores, and DIY forums are becoming more important again. In Berlin alone, 150,000 tons of bulky waste are generated annually, much of which is repairable and reusable. Look for a [Repair-Cafe in your neighbourhood](#). Here volunteers take care of your seemingly broken devices or assist you with repairs. You can also borrow tools there. [Neighbourhood-Networks](#) can often help you find the right equipment nearby. [ReMap Berlin](#) also offers a wide range of projects and initiatives in your neighborhood related to reuse, providing assistance for all your inquiries.

If you want to build something for your club but don't have your own workshop or need materials, the **Verein Kunst-Stoffe** can help you. For a small fee, you can access materials at their reuse center and use their open woodworking and metalworking workshop. The association also offers various material workshops.

V. Recycle: Proper Waste Separation

Despite these waste reduction techniques, the club in action will still produce waste and rubbish. For the waste that you cannot reduce, it is important to follow the correct disposal strategy, as waste often contains valuable recyclable materials. So, don't just throw everything in the general waste (**black bin**). Even cigarette butts can be recycled.

- Cardboard, paper, books, etc. go into the blue bin. Even slightly soiled used paper towels can be, according to the Environmental Agency, disposed in the paper recycling bin.

- **The most important bin is the recyclable waste bin.** Did you know that disposing of recyclable items in the recycling bin is **cheaper** than throwing them in the general waste bin! In addition to plastics like plastic cups, bottles, films, bags, lids, foam (e.g., Styrofoam), aluminum foil, and beverage cartons like Tetra PakR, everyday plastic items (e.g., watering cans, plastic bowls) and metals (e.g., cans, bottle caps, jar lids, pots, cutlery, tools, screws) are also recycled in the recycling bin.

- **DO NOT** put energy-saving bulbs, electrical appliances, textiles, batteries, wood, and CDs in **the recycling bin.**

- Smaller **electronic waste** can be dropped off for free at an electronics store with a floor area of 400 m² or more. **Recycling centers** accept large electrical appliances.
- The **organic waste** from a club, such as lime or cucumber slices, goes into the organic waste bin (**brown bin**). This waste is a highly valuable resource that is converted into energy (biogas) through fermentation.

To optimize recycling, five waste bins are necessary: yellow/orange, blue, brown, green/white/brown for glass recycling, and black. These should be conveniently and easily accessibly placed in your venue. Cigarette butts are collected separately. **Tobacycle e.V.** association in Cologne collects used cigarette butts and recycles or disposes them properly. There might even be a collection point near you?



VI. Zero Waste Cleaning Products

The aim is to avoid conventional cleaning agents and reduce wastewater pollution. Most cleaning products contain foam boosters, bleaching agents, and other aggressive chemicals. When purchasing, look for the red or orange warning and toxicity labels from manufacturers such as **“Caution,” “Corrosive,” “Toxic,”** etc. You should avoid such cleaners.

Instead, opt for environmentally friendly cleaning agents without surfactants or switch to gentle household remedies such as (white) vinegar. Compared to chemical cleaning agents they impose much less strain on our groundwater.

Codecheck is a product-check portal that lets various products be examined by independent experts. Consumers can learn about hormonally active ingredients in cosmetics, E-numbers, labels, certifications, and nutritional values. The focus here is on health and sustainability.

To save money and packaging, you can easily make cleaning products yourself. For this, you need white vinegar or apple cider vinegar (5% acidity), baking and washing soda, citric acid, and organic dish soap. The online and print publisher **smarticular** provides numerous recipes on various topics through its website.

For example:

- **DIY All-Purpose Cleaner** — 1 litre of water + 10-20 g citric acid or 1 litre of water + 4 tbsp vinegar for tackling tough stains. For extra stubborn stains, sprinkle a little baking soda on the affected areas, making the all-purpose cleaner act like scouring cream. For cleaning floors, use a bucket of water with a good splash of DIY all-purpose cleaner.
- **DIY Toilet Cleaner** — Distribute 1-2 cups of vinegar in the toilet bowl, sprinkle 2-3 tbsp of baking soda over it, scrub the surfaces with the toilet brush to remove limescale, rinse, done.
- **DIY Dishwashing Liquid** — Fill a 500 ml bottle with 1 tsp of baking soda, 1 tbsp of washing soda, and 20 drops of essential organic oil, such as lemon. Fill with water and gently shake.

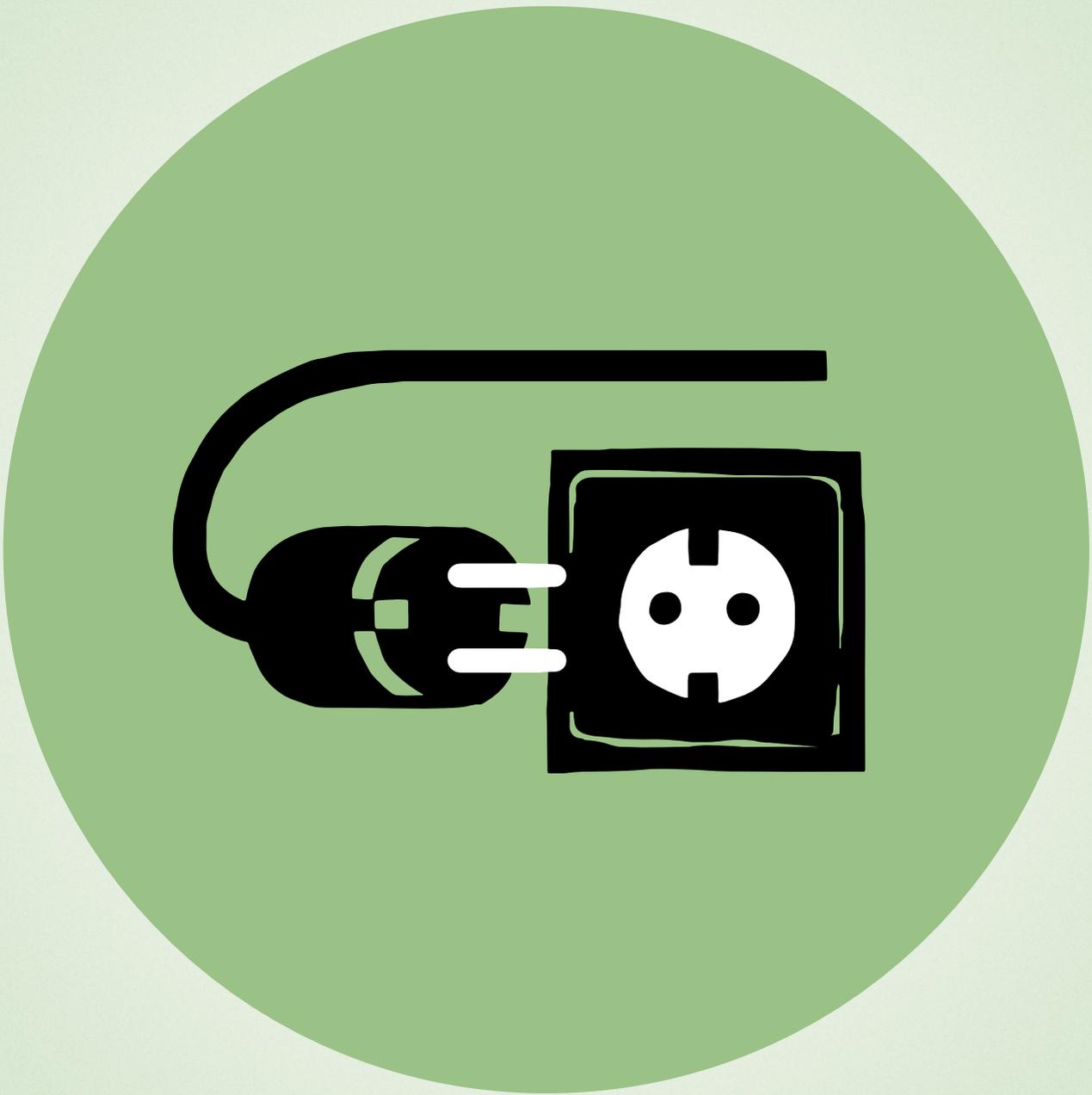
- **DIY Dishwasher Rinse Aid** — 300 ml of clear alcohol (at least 40%) + 80 g citric acid powder + 200 ml of water = 500 ml of rinse aid. Shake until the citric acid is dissolved, done! The alcohol makes the glasses shine, the citric acid prevents limescale stains, and maintains the dishwasher.
-

- **DIY Limescale Remover** — 500 ml of lukewarm water + 50 g of citric acid powder + 1 tsp of organic dish soap + optionally up to 5 drops of essential oil (e.g. lemon, orange, tea tree, or lavender).

For a thorough chemical-free cleaning, consider using mops, copper scrubbers, or especially for shine and cleanliness bamboo all-purpose cloths instead of microfiber cloths. Stubborn stains can also be removed using steam pressure cleaners.

FURTHER LINKS

- ▶ [Umweltbundesamt](#) (German Environment Agency, Environmentally friendly procurement)
- ▶ [Informations on sustainable public procurement in German municipalities](#)
- ▶ [TUTAKA](#) (sustainable products in the hospitality industry)
- ▶ [Low-waste events](#)
- ▶ [Cigarette collection system Tobacycle e.V.](#)
- ▶ [Zero Waste e.V.](#)
- ▶ [ReMap Berlin](#)
- ▶ [Codecheck.info](#) (product check of cleaning products)
- ▶ [“Green” Berlin cleaning company](#)
- ▶ [BSR](#) (commercial customers)



5

ELECTRICITY AND HEATING

WHAT'S IT ABOUT?

This area of action is one of the most crucial for climate conservation. About 600 grams of CO₂ are emitted into the air for every kilowatt-hour of electricity consumed.

But no need to panic, you can easily change that.

- **Step 1:** Change your electricity supplier – bring on the green energy!
- **Step 2:** Reduce energy consumption – less is more.

Moreover, if you improve the insulation of your club and change your heating behavior, you can save a lot of energy and costs while avoiding CO₂ emissions. Concretely, investing in energy-efficient devices, using them sparingly, and utilizing green energy are wins all around. Your finances, energy balance, and the Earth's atmosphere will thank you for it.

WHAT IS THERE TO DO?

I. Switch to green energy

Green energy is electricity sourced from 100% renewable energies – energy from the power of the sun, water, wind, biomass, and geothermal sources. **But watch out! Not all green energy is created equally.** Many conventional energy suppliers label themselves as “green” and may even have small eco-friendly power plants, but they still produce nuclear or coal energy or mix it in.

Even though, in physical terms, all electricity comes from the outlet, there is a crucial difference in how electricity is generated using renewable energy sources: **Less CO₂ is produced!** For instance, a large club with an annual electricity consumption of around 100,000 kilowatt-hours generates 60 tons of CO₂ emissions per year. However, if the club switches to

a genuine green energy provider, it would produce only four tons of CO₂ per year – with the same electricity Consumption!

When it comes to green energy, you should rely on the rigorous criteria of the **Grüner Strom Label** (green electricity seal). This label provides you with guidance for choosing the right green energy tariff. By opting for green energy, you're not only protecting the climate but also promoting the expansion of renewable energy sources. In doing so, you contribute to advancing the energy transition.

The most important thing at the end: Green energy is not always more expensive! Especially if you are still getting electricity from the basic provider. There are various **offers** for many of your needs.

Some providers offer night rates, and for individual events, there is even event-specific electricity. On the **Grüner Strom Label** website, you can

view all available green energy providers and make the most cost-effective choice for yourselves.



© Grüner Strom Label

II. For the more advanced: Generate Solar Power Yourself

If you have a good relation with the landlord of your club or even own the building yourselves, it's definitely worth considering solar power! This way, you can generate your own energy. **Depending on your budget there are different options:**

- If you self-finance your photovoltaic system, you can use the electric-

ity directly and feed the surplus back into the grid.

- Alternatively, you can make your surfaces (e.g. roof or club outdoor area) available to investors who finance the installation. In this tenant electricity model, the generated electricity is sold to you, but you don't carry the investment costs.
-
- If you plan events outdoors or in places without direct power supply, supplying solar power is recommended in any case. Instead of using dirty diesel generators, you can use batteries powered by solar energy. Even if the sun isn't shining, you can be sure that your event will have electricity. Providers of solar event power include companies like [4 Billion](#), [Solar Sound System](#) or the student initiative [einleuchtend e.V.](#). The [Solarzentrum Berlin](#) provides free advice and helps you find the right model.



III. Heating & Insulation

Heating consumes energy and can account for up to 75% of your total energy consumption. Your heating behavior is a crucial factor in high heating costs, just like the insulation of your club. The use of **programmable thermostat valves** will make it easier for you to maintain the right temperature for the rooms. Some measuring devices automatically control the temperature by communicating wirelessly with the valves on the radiators, detecting when it's too cold or too warm. If the radiators are recessed into the brickwork, radiator niche insulation foils can be placed behind them. The insulation layer reduces heat loss, resulting in lower heating costs for you. **But be careful:** The insulation foil must fit airtight and the Styrofoam panels need to be uniformly glued with filler, otherwise possible condensation between the wall and the insulation can lead to mold Growth.

Heating Tips

- Only heat the rooms you actually use.
- If rooms are not used for two or more days, set the temperature to 12°C or the thermostat valve to level 1.
- The standard temperature in living spaces is 18-20°C (Thermostat level 2-3). Every additional degree increases energy consumption by 6%.
- Before an event, it's worth lowering the temperature since the club visitors will warm up the rooms with their body heat.
- If there are multiple radiators in one room, it's more cost-effective to slightly open all of them.
- Regularly bleed radiators and, if necessary, have a hydraulic balance performed to improve heating pressure. Learn more about that [here](#).
- Avoid placing sofas, speakers, or similar items in front of radiators as they are obstacles for optimal heat distribution.

- Seal and insulate windows, doors, and radiator niches.

Insulation

Insulation (unfortunately) is usually the responsibility of landlords. However, you can try to advocate for insulation. This is particularly worthwhile when the building is already undergoing renovations. Good exterior insulation is like a thermos flask: cool on the outside, warm on the inside.

Uninsulated heating and hot water pipes located in unheated rooms (e.g. in the basement) need to be insulated. Pre-made insulation sleeves are available for this purpose, which you can fit around the pipes subsequently. Insulating the entire pipe system against heat loss enhances the energy efficiency of your heating system.

IV. Windows

Most of the time, it's leaky doors and windows that are responsible for significant heat loss. Are there gaps and cracks? Do you feel drafts through the windows? If so, you can seal these weak points with suitable materials like rubber lips or sealing tapes. These can offer energy savings of 15-20%. Another option would be to replace the windows or, if you have single-glazed windows, upgrade them with two or three insulated glass panes.

After sealing, ventilation of the rooms should be done through frequent short bursts of fresh air or a well-adjusted ventilation system to prevent the growth of mold and bacteria.

A heat gain of up to 25% is guaranteed.

V. Energy Saving Tips

Many electrical appliances are indispensable in the club, from drink refrigerators and freezers to lighting and sound systems – they all consume electricity and therefore money. So, it's worth saving electricity, not only for the environment but also for your wallet.

- **Assessing Power Consumption with Measuring Instrument** — To uncover energy guzzlers, you can use power measurement devices to identify the main culprits. With their help you measure your actual power consumption in kilowatt-hours and calculate the energy costs. For details about potential savings, consider to have the results evaluated by energy consultants. Power measurement devices are available from the **Verbraucherzentrale** (Consumer Centre) and your city's electricity provider.

- **Setting Up an Energy Savings Account** — Set up a free [energy savings account](#) to keep an overview over your electricity, water, and heating energy consumption. This way, you'll always have a handle on your costs.
- **Calculating and Offsetting CO₂ Emissions** — The amount of CO₂ your venue emits into the Earth's atmosphere you can have calculated using the [myclimate event calculator](#), specifically designed for indoor and outdoor events. For transparent and eco-friendly offsetting, consider investing in a local nature conservation project near you.
- **Don't Waste Heat** — Before opening for guests, we recommend maintaining a room temperature of 16 – 17 °C. Additionally, protect your venue from drafts by sealing window and door gaps. This can reduce your heating costs by around 30%.

- **Thermostats Help** — Thermostats on radiators prevent rarely used rooms from being unnecessarily heated.

- **Replacing Incandescent Bulbs with LED Lights** — Many LED lights are dimmable and available in a “retro” style. An LED bulb only needs four watts to produce the light of a 50-watt halogen bulb.

- **Simply taking a Break** — Only switch on electronic devices when you truly need them. Especially printer, coffee machine, kettle, music system, or the electronic cash register don’t need to be on when not in use. You can use socket strips with switches that should be conveniently placed, as devices that are merely plugged in still consume a lot of electricity. **So, simply switch them off from time to time!**

- **Energy-Efficient Upgrades** — You don’t need to immediately replace

all still-functioning older appliances, but it's worth considering: **the older the device, the more reasonable it is to replace it.**



Excursus: CO₂ Balancing

The drawing up of a CO₂ balance or ecological footprint for your own club or events visualizes the emissions of GHG from individual areas of operation and makes them directly comparable. For effective climate protection, it is helpful to prioritize the area of operation with the highest GHG emissions with most of the measures. Depending on location and infrastructure, the CO₂ balance can vary.

Composition of CO₂ emissions – a fictitious example:

55% — Energy (including electricity & heating)

25% — Mobility (including visitors & artists)

10% — Catering (e.g. backstage)

10% — Waste

In urban areas, sourcing genuine green electricity is often the most efficient climate protection Measure.

When is compensating CO₂ emissions sensible?

Compensation is a way of offsetting emissions in a specific area, but it should always be the last step. Before considering compensation you should exhaust all potential for reducing CO₂ emissions. If you decide on compensation, it's recommended to choose projects that are as transparent, certified, and local as possible. Additionally, each compensatory measure must genuinely bind additional CO₂. For instance, preserving existing forests is not an effective CO₂ compensation measure (even though forest protection is highly desirable). When emission compensation is a sensible measure for clubs is explained in this [video](#).

It's also important to address blind spots. What has not been covered under the Energy category, for example? Perhaps the digital mixing console? CO₂ balances provide a solid foundation for efficient climate protection, but caution is advised here as well.

Not only the CO₂ footprint, but also the CO₂ handprint should be considered, and how significant its impact can be through the club.

This brings us to the next area of operation: **Communication.**

FURTHER LINKS

- ▶ [What is CO₂?](#)
- ▶ [Outdoor energy supply](#)
- ▶ [Explanation on green electricity labels](#)
- ▶ [Verbraucherzentrale Berlin](#) (Berlin Consumer Center)
- ▶ [Energy efficient devices](#)
- ▶ [Green electricity seal](#)
- ▶ [Tips for electricity meters](#)
- ▶ [Energy saving account](#) (project by CO₂-online)
- ▶ [Insulation](#)
- ▶ [Video about compensation](#)



6

**COMMUNI-
CATION**

WHAT'S IT ABOUT?

There are many ways to shape your club more sustainable and environmentally friendly. As a starting point, it's worth changing your routines instead of spending a lot of money. That's why it's even more important to get your teams, club visitors, and artists involved.

How about incorporating sustainability into the nightly tasks of each team member? With simple means and without major investments, you can quickly and easily save not only energy but also costs.

When everyone works together, financial success comes closer into sight, and on the side you're also doing something good for the environment.

WHAT IS THERE TO DO?

I. Involvement of Team Colleagues

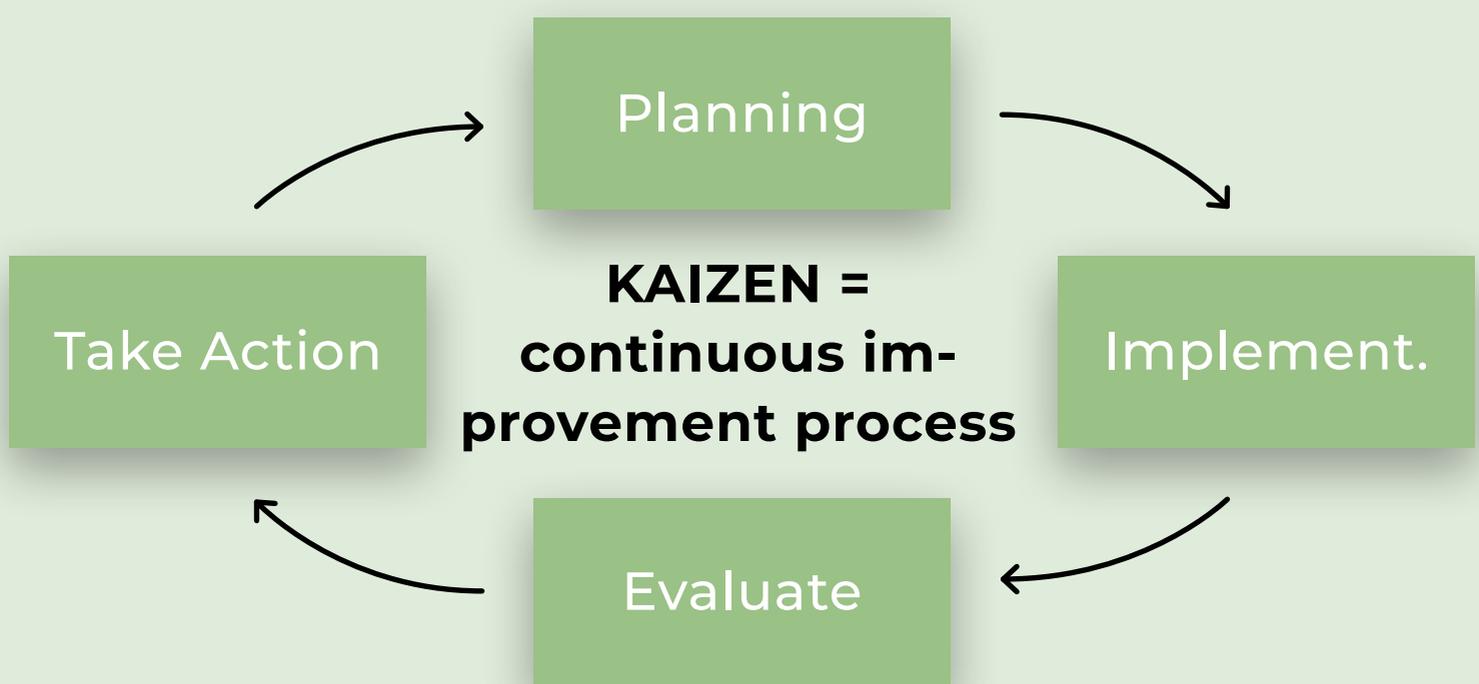
You can understand your ecological transformation as an ongoing process that develops gradually and is never truly complete. Essentially, you can ask yourself every day, or at least every week:

What can I do better today to protect the climate or consume fewer resources?

This principle of many small steps towards improvement is called “Kaizen” or “continuous improvement process.” Kaizen is a Japanese management concept that embodies the philosophy of not letting a day go by without improvement (no matter how small it may be).

The continuous search for ecological improvement takes place on all levels

of the club and requires one crucial thing: a dedicated team and effective collaboration. Every team member can participate and contribute suggestions for making the club more environmentally friendly. If you encounter criticism or challenges along the way, it's important to address them openly and negotiate together. By supporting your team in collectively developing improvements and solutions, conflicts will help to strengthen your teamwork and promoting group cohesion. Together, you are strong! **In unity we are less alone.**



1. Analysis & Planning — How does sustainability look at your end?

Has your audience ever inquired about local beverages or a glass of tap water? Do paper towels tend to end up on the floor rather than in the bin? These are things to observe and to incorporate into your ideation. Based on this, you can create lists of where to tackle the beast at your end and how you can implement it.

Here's a small checklist for your reference:

- What ecological measures do we already have in place?
- Where are the weaknesses?
- What queries or suggestions have colleagues and club visitors already made?
- How sustainably are our offices and communal spaces equipped?
- What do we know about our electricity, heating or water consumption?

- Which cooling appliances should be replaced urgently?
- Can our engagement support our local neighborhood?
- Where are the savings opportunities?
- What initiatives are other clubs undertaking, and can we connect with them?"

2. Implementation — *Empowerment of the Sustainability Team*

Once you've completed the analysis and planning, it's time to start implementing and testing the first measures (initially on a small scale). It's helpful to identify individuals within the team who are interested in becoming sustainability ambassadors. They will be responsible for keeping the team updated, conducting research, overseeing key performance indicators, and accompanying the implementation in the different fields of work.

Additionally, it's important to empower the sustainability ambassadors with a corresponding mandate. This means defining their scope of action and establishing a consensus for swift decision-making and the straightforward execution of ecological measures.

Does the team collectively decide about changes? Who approves the procurement of new ecological products? Who determines what can be replaced, discontinued, or phased out? Is there perhaps a small budget that the ambassadors can use to test minor measures?

3. Evaluate — Document and Present

Measuring and documenting your consumption and waste regularly helps you understand where the measures are working. Furthermore, it will show if the environmentally friendly changes in your business are not only beneficial for your con-

science but also financially. These metrics also serve as motivation for your team. Therefore, you should present them regularly and, based on that, discuss the way forward. What keeps you motivated to keep going? Does anyone have further creative ideas or an improvement suggestion? How do your regular customers respond to the changes? How empty are your waste bins now, and how full is your energy-saving account? These and other questions will come up repeatedly. Stay on top of it!



4. Take Action — *Introduce New Standards*

Once you've assessed which measures have been effective, you can make them standard and introduce them on a 'larger scale' in the club.

Every team member is indispensable in their respective area of work, whether it's technology, catering, artist management and booking, security, ordering, or sanitation. Your staff members know their areas of work best and have the necessary expertise to integrate environmentally friendly measures optimally. Each one can try out improvements and experience the effects directly. This drives forward the environmentally friendly change and strengthens the sense of community. Every individual is constantly seeking opportunities to further improve ecologically (-> Analysis & Planning).

II. Countering Resistance

It's possible that not all colleagues are equally receptive to environmentally friendly measures. But don't be easily discouraged by initial resistance. If skeptics feel heard and involved (go to continuous improvement), they can soon become some of the most committed allies. However, how can you specifically deal with common prejudices or reservations?

"It won't make any difference anyways."

If you work with metrics as described above, this argument can be quickly refuted. Experience from other clubs can also be helpful. Energy-saving measures, in particular, show rapid financial and ecological results, which benefit all employees. For example, household LED replacement lamps for incandescent bulbs amortize themselves through reduced electricity costs in just half a year.

Technically advanced lamps may have a higher purchase price, but they also consume up to ten times less power – you’ll recover the investment within two years at the latest.

“We’ve always done it this way.”

Yes, but WHY? And what’s wrong with doing it differently? One reason for resistance to new processes could be that your employees feel criticized in their actions. Show appreciation for their work and make it clear that new routines don’t mean they’ve been doing everything wrong so far. Invite your team to an open exchange and don’t waste your energy explaining to each other why something might not work. Address concerns and resistance but aim to constructively remove them. Try it out, allow yourselves to fail, and, above all, get started!

“Who’s going to pay for that?”

Fact is, acquiring energy-efficient technology costs money initially. How-

ever, in many cases, such as lighting or refrigerators, you'll have significantly lower energy costs afterward, quickly recouping the investment. In turn, other measures can be implemented at no cost, such as turning off devices you don't need or the separation of waste.

“Eco-friendly compromises aesthetics.”

Energy-efficient lighting technology can now do everything conventional lighting could do and even more! There are no boundaries set for your artistic freedom. You can still create ecstasy on the dance floor, but that doesn't necessarily need to reflect on the electricity bill. In the visual design of your club, many creative minds show that impressive designs and decorations don't necessarily require new materials, and circular thinking can apply here too.

“Our audience won’t go for this; they just want to escape everyday life and don’t want to hear about sustainability in the club.”

Good that you mention it. We’ve asked the visitors. The good news is that many of your fans are quite eco-conscious in their daily lives, and fairness and environmental friendliness matter to them. They also wish for more action in this field in their favourite club. And they even want to support you in doing so!

When SchwuZ and Gretchen stopped offering plastic straws, they expected protest from the audience. Instead, the vast majority of club-goers reacted positively or didn’t even notice that the straws were missing. It can be that simple.

„Sustainability is a never-ending story; where should we even start?“

We recommend taking gradual steps. Your colleagues examine their areas of work to identify potential ecological improvements and implement the measures. Or you can start with a measure that you find particularly easy and whose implementation can be quickly completed. This generates a lot of motivation, allowing you to tackle a “tougher challenge” in the next step.

In fact, your environmentally friendly transformation will be an ongoing task, but it gets easier over time. Trust the competencies of your team. Little by little it will learn to adjust to new developments and to optimize processes, so that problems can be solved quicker.

Percentage of surveyed club-goers who frequently or very frequently engage in these sustainable activities:

95,6% — I use eco-friendly transportation (public transport, bicycle, etc.).

89,4% — I separate and/or reduce waste.

74,5% — I buy ecological and/or fair-trade food.

67,1% — I consciously consume less and waste things.

66,6% — I share and lend items, do things myself (DIY).

44,8% — I engage in social purposes.

28,1% — I engage in environmental and nature conservation.

Quelle: Meyer, K. (2018, 15. April). Clubgänger*innen als Prosument*innen — Organisationsformen und Motivationen für die nachhaltige Gestaltung der Clubszene. Untersucht an der Berliner Clubszene (Masterarbeit, Hochschule für nachhaltige Entwicklung, Eberswalde).

III. Involving Club Visitors

Not all eco-friendly actions can be carried out by you alone. You need the participation of your visitors. The good news is that over 80% of the Berlin clubgoers we surveyed can imagine supporting club operators in their efforts towards sustainability. The majority of them already do so, for instance, by returning over 90% of their deposit glasses to the bar or by asking for ecological drink labels, as nearly 60% do.

Many Berlin clubgoers are willing to assist you with knowledge, ideas, and even financial support. Numerous successful crowdfunding campaigns by and for clubs demonstrate this. Next time you're facing an ecological challenge, try and tap into the collective intelligence of your crowd and ask them how they would solve it.

Of course, not all club guests will provide the same level of support. As a

general rule, the more frequently clubgoers party and the more sustainably they act in their daily lives, the more time, money, or knowledge they're willing to invest to make the club scene more sustainable.

Survey of Club Visitors' Views on Sustainability in the Club Scene

91,7% — I wish more club operators would become active for a socially responsible club scene.

89,0% — I wish more club operators would become active for an environmentally and climatefriendly club scene.

86,0% — As a clubgoer, I can imagine supporting clubs to become more socially responsible.

82,8% — As a clubgoer I can imagine to support clubs in becoming more environmentally friendly.

IV. Sustainable Communication: Do Good and Talk About It!

As club operators who prioritize sustainable practices, you can pleasantly surprise your audience. The key in conveying this is to communicate honestly and authentically, both internally and externally.

Clubgoers are often assumed to be particularly hedonistic and less interested in sustainability topics. Naturally, few visitors primarily choose a club based on how environmentally friendly the venue is. It's also beyond doubt that nightlife serves as a means of escaping everyday life for many. Of course, that should naturally remain the case.

However, many clubgoers uphold specific values and exhibit environmentally conscious and socially responsible behavior in their daily lives. They don't just leave this attitude at the coat check. Therefore, don't hesitate

to inform your patrons about your sustainability measures, you can even actively involve them.

Getting Creative — Developing a Communication Strategy!

To prevent scattering information randomly, you need a communication strategy to convey your environmentally friendly and sustainable measures. Among your team, you'll likely find a few creative and communication-savvy minds eager to collaboratively develop such a strategy.

Whether through idea collections or mood boards (depicting ideas as a collage of images and sketches), find the method that suits you best to organize your ideas and put them into action.

For developing a communication strategy, you should address the following questions:

- **Reflect:** Where and how are our sustainable initiatives communicated so far? Example: We've been using direct communication in the club through signage.
-
- **Objective:** What do we aim to achieve with our sustainability communication? Example: Through our sustainability communication, we want to positively influence our club crowd to adopt more sustainable behavior and enhance our image (main objective). Through our sustainability communication, we aim to ensure that 95% of our club visitors don't arrive by car or taxi (subobjective).
-
- **Target Audiences:** Whom are we addressing? Your communication strategy should reach not only your visitors but also your internal communication – the team, partners, suppliers, neighbors, as well as all stakeholders or concerned parties involved in your club operations. To better empathize with your re-

spective target audience, you can use personas. This involves creating a fictitious representative individual as an example and attempting to capture their values and needs.

- **Channels:** What tools, measures, and channels do we want to employ? Example: We publish our “Good Deed of the Week” weekly through our Instagram channel (e.g., showcasing the newly replaced LED string lights).

A few examples of effective sustainability communication:

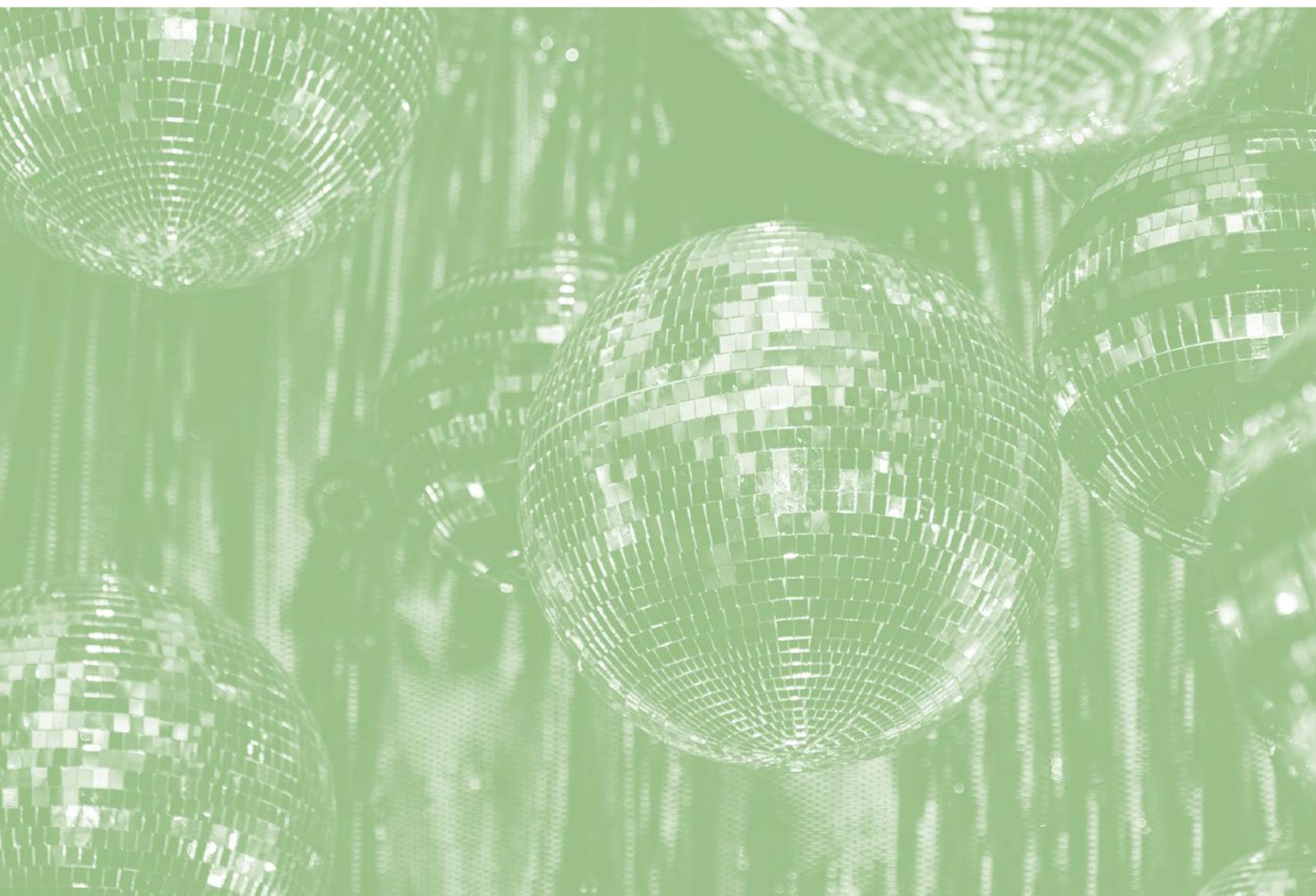
- You’re now offering **tap water**. Place a stand or similar that briefly explains to your audience why tap water is better for the environment than bottled water.
- Involve your **landlords** in the sustainable transformation. Encourage them with constructive improvement suggestions and associated

cost reductions to take environmental measures and support you.

-
- **Promotion for your parties:** Begin by asking your visitors if they actually use flyers, posters, and other printed materials to get information about your events. If yes, print your dates or advertisement on recycled paper at a (local) printing shop that is already oriented towards eco-friendly printing. Alternatively, consider promotional materials that can be used for more than one event (e.g. stickers, monthly flyers, etc.).
-
- Is electricity usage in your **community rooms** being a bit lax? There are nice and fun ways to remind people to save energy. For example, you could put a small toy polar bear with a sign “I’m getting too warm” in the fridge to remind your staff to close the door. Or have an owl announce at the light switch that it prefers it darker. Animals always

work and can also serve as cute mascots.

-
- Do you have a **mailbox** overflowing with advertising? You can easily make a sticker with the inscription “No advertising please” and stick it on the mailbox. This way, you’ll be rejecting up to 100 kilograms of paper per year.
-
- Team up with other clubs by signing the **Code of Conduct** for sustainable club culture under the motto “Celebrating the Future!”



FURTHER LINKS

- ▶ Clubtopia dates
- ▶ Environmentally friendly procurement
- ▶ Reuse (electrical devices for the office)
- ▶ Sustainable online store
- ▶ Creating Personas
- ▶ The environmental calendar of the Berlin Nature Conservation Foundation (Stiftung Naturschutz) provides information about seminars, workshops and green events in Berlin.
- ▶ The IKH Berlin's education program enables professional development via free seminars – e.g. on the topics of sustainability and the environment
- ▶ Code of Conduct – Celebrating the future
- ▶ The German Convention Bureau e.V. (GCB) offers a. o. #edubyGCB seminars and further trainings on sustainable event management



7

CONSULTATION AND SUPPORT



WHAT'S IT ABOUT?

The **Green Club Guide** provides you with important tips on how to act resourcefully and save energy. Of course, not every individual club issue can be solved here. That's why there are advisory centers, initiatives, and support programs that can assist you in your endeavor to make your venue more environmentally friendly.

WHAT IS THERE TO DO?

I. Clubtopia

A sustainable and eco-friendly transformation in the Berlin club and event scene is possible. This is the goal of **Clubtopia**, a project by **BUND Berlin e.V.**, **clubliebe e.V.** and **Clubcommis-sion Berlin e.V.**

Clubtopia connects nightlife and sustainability experts, as well as engaged club-goers, and informs about eco-friendly actions in club and event operations. Clubtopia supports you with innovation labs, energy consultations, and training for green club managers. Additionally, the initiative organizes workshops and, in collaboration with clubs and event organizers, developed a **code of conduct** for environmentally friendly behavior in club operations.

The nonprofit initiative Clubmob Berlin is also part of the clubliebe family and has already been active since 2011 with free energy consultations and Clubmob parties. Following the motto “A green world is danceable!”, they party until dawn. The proceeds from a Clubmob evening then go into low-investment measures, such as replacing energy-consuming refrigeration units.

Find Clubtopia dates and events [here](#).



CLUBTOPIA

II. Clubcommission Berlin e.V.

Club operators and event organizers face numerous challenges: residents complain about loud music, rowdy partygoers, or bicycles on the sidewalk. Authorities impose strict fire safety regulations, questions regarding building permits and approval processes arise. The sound system must be perfectly suited to the premises and correctly calibrated. GEMA fees, energy costs, and labor expenses reduce profits to a minimum. Club culture makers must not only be knowledgeable about music and the scene but must also become experts in many areas. This is where **Clubcommission Berlin e.V.** can assist.

Clubcommission develops – in cooperation with experienced experts – individual solutions for noise and acoustics, fire protection, construction measures, cost reduction, and social aspects such as awareness. The advisory service also provides individual as-

sistance with startup projects, as well as legal, financial, and insurance issues.

Good advice doesn't have to be expensive. In a free initial consultation, existing or emerging problems are analyzed, and initial solutions are developed.

To arrange an appointment, feel free to contact Johanna at:

beratung@clubcommission.de or
030 27576699.

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CLUBCOMMISSION

III. Infrastructure Funding from the Initiative Musik

Initiative Musik is a central funding platform of the German government for the music industry. In addition to funding programs for newcomers and artists, there is also support available for live music clubs. The ongoing infrastructure funding aims to create nationwide sustainable structures.

Infrastructure Funding

The program supports you in the establishment of sustainable, organizational, knowledge-oriented, structural, or artistic infrastructures.

Supported areas include:

- Structures for artist development
- Platforms for networking (digital or analog) or knowledge-building
- Studies and evaluations

- Measures to develop structures to improve equality of opportunity (inclusion, gender equality, people of colour, etc.)

- Recognitions for outstanding achievements in the music industry that motivate others, work as role models, and have structural-political effects on music culture

- And more

The approval of funding is decided by the supervisory board of Initiative Musik on a case-by-case basis, also considering whether your idea has positive structural effects on music scene in terms of equality of opportunity, sustainability, qualification, transparency, and economic viability.

Applications can be submitted up to three times a year. Further information can be found [here](#).



IV. Soundproofing Fund for Berlin Clubs

The “Schallschutzfonds” funding program by the Senate Department for Economics, Energy, and Public Enterprises, in cooperation with Clubcommission Berlin e.V., aims to support the club and music culture scene. As a conflict resolution that can be mitigated or avoided between clubs and residents, the program subsidizes

noise-reducing measures with partial financing.

Commercially operated live music venues that are at least two years old and bill a minimum of 24 events annually according to the UK tariff of GEMA or 48 events with an “artistic DJ” (original compositions or soundscapes using sound recordings or pieces of music) are eligible for support. The venue’s capacity must not exceed 1,500 visitors. Further information on the application process can be found [here](#).

V. KfW Funding

Sustainability is the top goal of [KfW-Bank \(Kreditanstalt für Wiederaufbau\)](#). The banking group offers various funding programs for this purpose. To reduce their energy consumption, small and medium-sized companies, for example, can have their venues

ecologically upgraded through various loans with a low effective annual interest rate. KfW-Bank operates without profit interest and does not maintain branch offices. Not all KfW funding products are directly managed by KfW but are carried out through external KfW financing partners such as commercial banks, cooperatives, building societies, or insurance companies.

The product finder in the “Energy & Environment” category suggests various promotional loans and investment subsidies. **Here are some examples:**

- Federal funding for efficient buildings (loan 263); non-residential building loan, energyefficient construction and renovation.
- Climate protection campaign for businesses (loan 293); promotion of climate-friendly activities.
- Investment loan for sustainable mobility (loan 268, 269); promotion

of investments in sustainable and climate-friendly mobility.

- Federal funding for energy and resource efficiency in business (loan 295); high funding for particularly efficient components, systems, and solutions (for businesses).

-
- Renewable energy - standard (loan 270); funding loan for electricity and heat, e.g., for electricity generation systems like photovoltaics.

-
- KfW Environmental Program (loan 240, 241); protect the environment and conserve resources, e.g., promotion of investments in climate and nature conservation measures such as designing company premises to be more natural.

You can arrange a consultation appointment with a KfW financing partner via email or phone: kfw@glsmail.com, **0800 5399001** 0800-5399001 (Free for businesses) Monday to Friday 8 am - 6 pm.

VI. BAFA Energy Efficiency & Federal Funding for Efficient Buildings

1. Energy Efficiency: Refrigeration and Air Conditioning Systems

The Federal Office for Economic Affairs and Export Control (BAFA), as a federal authority within the purview of the Federal Ministry for Economic Affairs and Climate Action (BMWK), is responsible for processing applications and disbursements for energy efficiency funding.

Besides the promotion of **e-cargo bikes**, refrigeration and air conditioning technology operating with non-halogenated refrigerants is also supported under one of the following conditions:

- The technology must be newly constructed or newly installed.
- The cold generation unit is newly created, but the refrigerant system

(water, brine, air distribution system) remains unchanged.

Supplementary components such as heat pumps or heat and cold storage systems that further enhance the climate-friendly operation of the overall system are also eligible for funding.

Further details on the funding objects and amounts can be found [here](#).

2. Federal Funding for Efficient Buildings

The [Federal Funding for Efficient Buildings \(BEG\)](#) supports “the renovation of buildings that permanently save energy costs and thus protect the climate.”

BEG comprises three subprograms:

- Residential Buildings (BEG WG)
- Non-Residential Buildings (BEG NWG)
- Individual Measures (BEG EM)

Individual measures include **building envelopes** (with 15% funding), **plant technology** (with 15% funding), **heat generators** (with up to 40% funding), and **heating optimization** (with 15% funding), as well as up to 50% funding for specialist planning and construction supervision.

Therefore, all **measures** that contribute to improving energy efficiency in buildings are eligible for funding, such as solar thermal systems and biomass installations.

Tip: Look for an Eco-friendly Bank

To maximize their capital conventional banks invest in projects that are neither ecologically, socially, nor economically sustainable. By using an eco-friendly bank, you can be sure that your money is invested exclusively in sustainable projects. **Here** you can find more tips on how to invest your money in a green way.

FURTHER LINKS

- ▶ [Funding database](#) (keyword: Musik)
- ▶ [Funding program LiveKomm e.V./ Initiative Musik](#)
- ▶ [Funding program for soundproofing measures in clubs](#)
- ▶ [KfW-funding options](#)
- ▶ [KfW-consultation appointment](#)
- ▶ [Clubtopia](#)



8

MOBILITY



WHAT'S IT ABOUT?

The combustion engines of cars and trucks are responsible for a large portion of greenhouse gases, pollution, and noise. Arrival and departure at events make out a significant source of CO₂ emissions. Additionally, tire wear is one of the major sources of microplastics.

What can eco-friendly mobility in urban space look like? How do your visitors get to the party and back home safely? And how do the booked artists travel? **The world is full of solutions!**

WHAT IS THERE TO DO?

I. Audience Arrival

Create conditions for arrival by bicycle

Walking or cycling are the most environmentally friendly options. However, venues and festival grounds often face a logistical challenge - where to put all the bikes? And how can you ensure they can be securely parked?

You can find inspiration, for example, in the **Bicycle Wardrobe** project. The name says it all: The bike is stored safely in exchange for a deposit. No bike chaos on the sidewalk, no thefts, and satisfied club visitors.

If clubgoers don't bring their own bikes, one of the numerous bike-sharing systems is a good option. You could seek collaborations with providers and offer, for example, a free ride home with ad-

vance tickets. To prevent anyone in an intoxicated state stumbling over parked bikes, it's helpful to designate a suitable parking area.

Recommend Public Transport

Buses in the city are increasingly electric and low-emission. Depending on the location of your club, the majority of the visitors already use public transportation. If not, you could provide clubgoers with small incentives, such as a “Public Transport Free Shot” upon presentation of a stamped ticket or include public transport tickets in the ticket price (for pre-sale).

Example: Halle02 in Heidelberg surveyed its visitors on their travel behavior and implemented measures for a more environmentally friendly behavior based on the results. You can view the results [here](#).

Inform about Car and Ride-sharing Options

The **car-sharing network** is continuously expanding. Unfortunately, not all cars, like those from SHARE NOW, have electric motors, but the transition to electric drive in the car-sharing industry is increasing. **Miles** in Berlin offers also environmentally friendly alternatives. With electric drive and certified green energy, the e-Golfs navigate through the capital.

Ridesharing is also an eco-friendly mobility option. As a complement to public transport, electric ride-sharing services like **Moia** in Hanover and Hamburg, or **clevershuttle** provide more incentives to leave the car at home or get rid of it altogether.

Jelbi — BVG project

Berlin is expanding with more and more sharing products. At so-called **Jelbi stationen** at subway and suburban train stations, you can find bikes,

scooters, taxis, ride-sharing, cars, buses, and trains for shared use to reach your destination safely and inexpensively, both for your wallet and the environment. Simply register for the Jelbi app and flexibly book an eco-friendly vehicle on-site.



II. Booking

Of course, we know that you can't choose artists solely based on whether they live in the region. Nevertheless, it's worth keeping an eye on how the booked DJs and bands travel. The clear recommendation is: the less flying, the better.

The number of passengers in international air travel has been increasing for years, leading to increased CO₂ emissions. Low-cost airlines and a pricing policy that ignores the actual costs (such as the external costs of air and noise pollution, and other pollutants) often make train travel less attractive. Besides CO₂ emissions, flying also produces other greenhouse gases like nitrogen oxides and particulate matter or water vapor. These are emitted in sensitive layers of the Earth's atmosphere and exacerbate global warming further. This means for you and the artists: **#StayGrounded as much as possible.**

Three questions, following the recommendations of the Verkehrsclub Deutschland e.V.

(VCD) (Transport Club Germany), will help you evaluate:

- **Is the journey necessary?** — Is the artist traveling to you for a single gig? What role do (inter)national bookings play for your crowd? How often do you invite artists from other regions?
-
- **Can the artists choose to travel by train instead of by plane?** — With the cheaper value-added tax rate for Deutsche Bahn tickets, train travel is becoming a bit more affordable and, therefore, more attractive for your audience and booked artists. Try to avoid flying in bands and DJs, especially nationwide and, if possible, within Europe. The railway network in Germany is well developed, group tickets are cheaper than individual tickets, and traveling by train emits much less CO₂ than by car or plane.

Some clubs already offer artists a bonus if they take the train instead of flying.

- **Despite flying, how can the artists' journey be made more environmentally friendly?** — To avoid short trips, it is advisable to plan with the artists whether there are other performance opportunities nearby. You should avoid connecting flights and night flights. Public transport should be the first choice on-site. Additionally, you can offset the CO₂ emissions from flights, for example, through [Moor Futures](#). Your generated CO₂ can be offset by donating to climate protection projects, such as the rewetting of a low moor area in Brandenburg. [Compensation](#) aims to ensure that the donation-financed sustainable projects will have a long-term and positive impact on the climate.

Ultimately, travel planning is in the hands of booking agencies and not always within your control. Nonetheless,

it's worth talking to those responsible and providing them with the questions mentioned above.

III. Accessibility

„No one may be disadvantaged because of their disability.“ (Basic Law Art. 3 Para. 3 Sentence 2)

Unfortunately, most clubs are not fully accessible. People with physical and mental disabilities also want to forget their everyday lives for a night. Accessibility means that people with disabilities have comprehensive access to all designed areas of life without any particular restrictions or difficulties.

It's not just about ramps for wheelchair users. In an accessible location, wheelchair users have the opportunity to enter the club, use the restroom, or order a drink at the bar without assistance. However, if a person with

a visual impairment visits your club, they may not be let in by the bouncers. They may not be able to read the drinks menu or find the toilets.

It is, therefore, essential to train and sensitize your team and, if necessary, carry out renovation measures. Find out [here](#) which DIN standards should be followed for barrier-free construction. If your location is already wheelchair accessible, you can register it on wheelmap.org. Furthermore, you can do a lot to make people with physical and mental disabilities feel welcome and comfortable at your club. For example, you can offer free entry to them and their accompanying persons, provide guided tours for people with visual impairments, allow controlled walks outside of event times, create rooms without disturbing lighting effects, or convert your website into simple Language.

Accessibility Checklist — How wheelchair accessible is my club?

- **Arrival:** What is the nearest accessible stop / station?
- **Entrance/Exit:** Is the access wide enough? Are there steps? Could a ramp help?
- **Cloakroom:** Is there enough space at the cloakroom? 1.50 x 1.50 m.
- **Bar:** Is there a lower section?
- **DJ Booth:** Height-adjustable?
- **Toilet:** At ground level, with handholds – usable independently?
- **Pre-sale:** Offer reduced ticket prices for people with disabilities and a companion.

You can find more information and support from the Clubcommission's Accessibility Initiative, which also developed the checklist above:

barrierefrei@clubcommission.de

FURTHER LINKS

- ▶ [Bicycle wardrobe](#)
- ▶ [ADFC](#) (General German Bicycle Club)
- ▶ [Green mobility platform](#)
- ▶ [Fairkehr](#) (VCD magazine)
- ▶ [Wheelmap](#)
- ▶ [\(Re\)build for accessibility](#)
- ▶ [Climate footprint of passenger transportation](#)

Rental and test rides of cargo bikes:

- ▶ [Velogut](#)
- ▶ [fLotte](#) (ADFC Berlin)
- ▶ [Hardware stores](#)
- ▶ [Rent a cargo bike in Berlin](#)
- ▶ [Funding programs for e-cargo bikes](#)

Cargo bike transportation:

- ▶ [Cycle Logistics](#)
- ▶ [Fahrwerk Berlin](#)



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9

CHECKLISTS

Checklist — Bar



Beverage refrigeration has the greatest potential to save CO₂, money and energy at the bar. Here are some tips on how you can protect the climate with sustainable logistics, regional procurement of products for the club and a reusable system.

1. Beverage cooling

- Measure the power consumption of your fridges for 24 hours with an electricity meter. Replace appliances that consume more than average.
- Pay attention to the energy efficiency labels when buying new appliances: Energy-efficient refrigerators will be categorised in category B or C in the new rating system (EU

- energy label from March 2021).
- You can compare ecological criteria for the purchase of new refrigerators at EcoTopTen.
 - If possible, only use household refrigerators without glass doors in the backstage and office areas.
 - Switch off the cooling units on event-free days (preferable 3 days) Switch on again 12 hours before the start of the next event.
 - The refrigerator should have a cooling temperature of 7 °C.
 - Place refrigerators in someplace cool: far away from heating systems, heating pipes, dishwashers, ice cube machines or direct sunlight.
 - Leave the doors of fridges and cold rooms open for as short a time as possible.
 - Fill the refrigerators to the brim.
 - Defrost the freezers regularly. Set the temperature to max. -18 °C.
 - It is best to dispose of mini fridges or only use them for display purposes without refrigeration.
 - Dispose of old appliances via the

BSR recycling centres or use the take-back service offered by retailers for new appliances.

2. Drinks and procurement

- Offer tap water free of charge or for a service fee.
- Offer drinks in reusable bottles and returnable glasses.
- Check your beverage selection and favour regional drinks.
- Order less often but more to avoid unnecessary transport.
- Switch to a cargo bike for small deliveries and purchases.
- Wash glasses in the dishwasher rather than by hand.

You can find detailed explanations of the individual recommendations for action in the Green Club Guide in the field of action

Checklist — Toilets



Toilets and urinals, as well as the sinks generally consume the most water. Here you can not only save water, but also a lot of money.

1. Save water

- Maintain and repair your taps and toilets regularly to avoid wasting water due to dripping taps.
- Equip your cisterns with a water-saving button and make sure that it is accessible (i.e. that visitors can use it).
- Motivate your visitors by indicating the flush volume on the flush buttons (9 litres vs. 3 litres).
- Place a waste bin in the ladies* toilet to prevent hygiene products from clogging the pipes.

- Install water-saving aerators on the taps.
- Equip your sinks with taps that automatically stop the flow of water.
- Provide information about zero-waste hygiene products (e.g. menstrual underwear or cups)

2. Paper

- Buy recycled toilet paper with the Blue Angel eco-label.
- Replace the paper used to dry your hands with a turbo hand dryer (no hot air!).

You can find detailed explanations of the individual recommendations for action in the Green Club Guide in the field of action

Checklist — Lighting and Ven- tilation



You can save a lot of money if you invest in energy-efficient lighting and adjust the ventilation correctly.

1. Lighting

- Switch your lighting to LED, starting with the lamps that burn most frequently and for the longest time.
- Even stage lighting can be switched to LED without compromising the visual appearance.
- Energy efficient and insect-friendly outdoor lighting protects insects, bats and birds and is easy on your wallet.
- Optimise your processes and determine who switches off which lights and when.

- Alternatively, motion detectors can ensure that only used rooms are illuminated.
- Replace fairy lights and decorative lights with LED versions.
- Where possible, use daylight or LED tubes when setting up and dismantling your events.

2. Ventilation and indoor climate

- Check your ventilation system: When is it running? How much air does it move and at what temperatures? Check e.g. whether you can adjust the temperature or reduce the amount of air moved.
- You can use a data/climate logger to measure the humidity and quality of the air and better control your ventilation.
- Control the ventilation system with a timer.
- Clean and maintain the system's air filter regularly.
- Replace the ventilation system fan with an energy-efficient model.
- For advanced users: A ventilation

system with heat recovery saves a lot of energy and CO₂. Ask for advice!

You can find detailed explanations of the individual recommendations for action in the Green Club Guide in the field of action

Checklist — Zero Waste



Don't create waste in the first place: DIY, waste prevention strategies, waste separation and eco-friendly cleaning of your location will help you do this.

1. Rethink & Refuse

- Analyse everything you buy and re-think your purchasing habits.
- Check which products you really need and which you can replace with low-packaging alternatives.
- Reject promotional fridges and other advertising material.

2. Reduce

- Set up a deposit system or collect glasses regularly.

- Use shot glasses made of glass instead of plastic and give them out for a deposit.
- Bottle tap water or set up drinking fountains or taps for club visitors. You can also offer tap water for a service charge.
- Use BPA-free containers or glass jars or reusable beeswax cloths (instead of aluminium foil etc.)
- Swap regular toilet paper or paper towels for paper products with the Blue Angel label.
- Replace disposable soap dispensers with refillable soap dispensers and buy liquid soap as a concentrate or in bulk packs.
- Replace plastic deposit tokens with FSC wooden deposit tokens.
- Place rubbish bins, chewing gum containers and ashtrays visibly in the location – you can recycle cigarettes completely with Tobacycle.
- Reduce paper products and avoid printing.
- Set up a bottle deposit collection system in front of your building.

3. Reuse

- Consider using repair cafés to repair small electronic devices.
- Use rental and exchange platforms (see ReMap Berlin).
- Network with other clubs and organisers to share technology & co.

4. Recycle

- Collect waste in separate bins: blue (cardboard, paper), recyclables (packaging, plastic, metal), brown bin (organic waste), green/white/brown for glass and black (residual waste).
- You can dispose of electronic waste properly at the BSR recycling centres or at electronic retailers (free of charge).
- Set up separate bins in the bar area to make sorting easier.

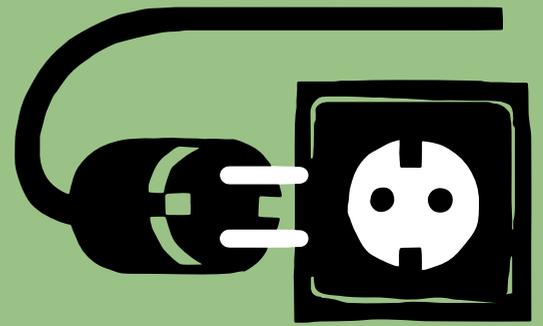
5. Zero waste cleaning products

- Use detergents without surfactants for cleaning.

- When buying cleaning products, check the ingredients and environmental impact with Co-decheck.info.
- Buy bulk packs and concentrates to save on packaging.
- For advanced users: Make your own cleaning products using simple ingredients such as vinegar, baking soda, citric acid and curd soap (see video for instructions).

You can find detailed explanations of the individual recommendations for action in the Green Club Guide in the field of action

Checklist — Electricity and Heating



Every consumed kilowatt hour of electricity generates around 600 grams of CO₂. But don't panic, you can easily change that. If you invest in energy-efficient appliances, use them ecologically, adapt your heating behaviour and use green electricity, everyone wins. Your wallet, your energy balance and the earth's atmosphere will thank you.

1. Electricity

- Switch to green electricity and look out for the “Grüner Strom Label”. (gruenerstromlabel.de / oeko-strom-berlin.de)
- Measure the power consumption of your appliances with an electricity meter and track down the power

guzzlers.

- Calculate your CO₂ emissions with the MyClimate event calculator.
- Avoid standby and switch off all devices that you are not using.
- When buying new appliances, pay attention to their energy efficiency class.

2. Heating

- Only heat the rooms that you really use.
- Use digital thermostats to control when the rooms are heated.
- If rooms are not used for two or more days, set the temperature to 12 °C or the thermostatic valve to level 1.
- Measure the room temperature and check it regularly: the standard temperature in living rooms is 18 to 20 °C. Before the club opens, 16 to 17 °C is sufficient, as the guests heat up the rooms with their body heat.

- If there are several radiators in a room, they can all be turned up a little.
- Bleed radiators regularly and carry out hydraulic balancing if necessary to improve the heating pressure.
- Unblock the radiators: sofas, boxes, etc. prevent optimum heat radiation.
- Seal windows, doors and radiator niches so that no heat can escape.

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Checklist — Communication



Many energy saving tips are best implemented together. That's why it's important to involve your team, your network and especially your entire club crowd.

- Get your team in the mood for sustainable transformation and see it as a process in which you can continually improve.
- Get further education, for example with specific seminars, workshops or via digital educational offerings.
- Start with an analysis of your processes and brainstorm together about where there is room for optimization.
- Put together a sustainability team and appoint sustainability managers for the individual work areas.

- If possible, provide the sustainability team with a small implementation budget.
- Regularly measure and document your progress using self-defined key figures, e.g. electricity consumption, water consumption, number of car/truck kilometres, etc.
- Be prepared for resistance and do not be discouraged if not all proposed measures can be implemented immediately.
- Keep an eye on all stakeholders: visitors, team, neighbourhood, landlords, suppliers, artists, booking agencies, etc.
- Get your guests involved! Use their knowledge or maybe even start a small crowd funding campaign for financing.
- Do good and talk about it: Think about how and where you can best make your commitment visible and inspire others to also behave sustainably. A communication concept can help you with this.
- Keep it simple, keep it light: Many

recommendations on ecological behavior can be communicated much better with a little humor. See “Save water, shower with a friend.”

- Sign the Code of Conduct for a sustainable club culture under the motto “Celebrating the future!”

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Checklist — Mobility



Arrival and departure are a very large source of CO₂ emissions at events. What does climate-friendly mobility in nightlife look like? The world is full of solutions!

1. Audience arrival

- Provide secure parking facilities for your visitors' and team's bikes or recommend the use of bike rental systems.
- Communicate the best options for public transportation on your website.
- “Öffi-Pfeffi”: Club-goers who arrive and depart by public transport receive a small bonus.
- Inform about car and ride sharing offers.

2. Booking

- First, record which means of transportation the artists you have booked are using.
- If possible, recommend the artists to travel by public transport such as buses and trains.
- **3 questions will help you reconsider air travel:**
 1. Is the trip necessary?
 2. Can the artists choose to take a train instead of a plane?
 3. How can the artist's journey be made more climate-friendly despite the flight?
- If air travel is unavoidable, consider CO₂ compensation.

3. Accessibility

- Raise awareness among your team and, if necessary, consider renovations to provide more people with access to your club.
- Accessibility can also mean: simple

language, omission of certain visual stimuli and much more.

- You can get further information and support from the Clubcommission at:

beratung@clubcommission.de

- Checklist: How wheelchair accessible is my club?
- Getting there: Which is the nearest barrier-free stop?
- Entrance/Exit: Is the entrance wide enough? Are there steps?
- Cloakroom: Is there enough space in the cloakroom? 1.50 x 1.50 m.
- Bar: Is there a lower position?
- Toilet: ground level, grab bars – can you use it independently?
- Advance sale: reduced ticket price for people with disabilities +1?

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DANCE AGAIN