

PENANG GREEN EVENT INCENTIVE (PGEI) PROGRAM

1. An incentive program to recognize and reward the **event planners/ organisers/ managers** from private sectors, government agencies, NGO and community-based organisation who have produced or hosted an event and taken extra steps to lower their environmental footprint, subsequently achieving sustainability.
2. **Objectives:**
 - a. To reduce the negative impact on the environment, result from event organising.
 - b. To educate the public about the importance of environment protection through the event.
3. This program mainly focuses on the **resource's efficiency** before, during and after the event.
4. The applicants will be rewarded with an incentive based on their event reach out and a maximum value for each category and based on the crowd size.
5. Below are the aspects covered in the assessment question:
 - **General administrative**
 - **Waste management**
 - **Energy saving**
 - **Water conservation**
6. A set of criteria as guideline - some optional and some required can be followed by applicants in order to be recognised and rewarded. The assessment criteria consist of:
 - Thirty (30) Compulsory questions – Consist of General Administrative, Waste Management, Energy Saving and Water Conservation aspects.
 - Six (7) Bonus questions – Consist of higher difficulty questions.
7. Passing Marks: Score 60% of the assessment to qualify for audit.
8. Timeline:

Application period	15 th February – 1 st Sept 2024
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*Applicable for events conducted from 1st March until 15th September 2024.

*Application must be submitted **at least 2 weeks** before the event date.

TERMS AND CONDITIONS

1. The Penang Green Events Incentive (PGEI) is applicable for **event planners/ organisers/ managers** from private sectors, government agencies, NGO and community-based organisation in Penang.
2. Only **ONE** application per event is allowed.
3. Open to all event categories (Seminar, Conference, Exhibition, Run etc) that involve the public/community.
4. Events must be conducted by a registered (Under SSM/ROS etc) organisation in Penang.
5. Audit will be conducted **during** events by Penang Green Council (PGC) authorised personnel after application is received with complete documents.
6. Participants are required to answer the assessment by scanning the QR code or the link below:

<https://forms.gle/XNYXu1e4BK8WoShP7>



7. Once assessment has been answered with 60% marks or above, the following documents are required to be sent: -
 - a) Photocopy of SSM/ROS Certificate etc.
 - b) Event's Executive Summary - highlight organiser's efforts to make the event more environmentally friendly. (*limited to 500 words*)
 - c) Company profile (applicable for event company).
 - d) Event's permit or approval letter from authorities / local council (if applicable) .
8. All completed documents to be emailed to:

*Muhammad Nazirul Mubin Bin Abd Halim Shah (Email: mubin.pgc@gmail.com)
Environmental Education Executive (Environmental Education and Outreach)
PGC Strategies Sdn Bhd (Penang Green Council), Tingkat 46, KOMTAR,
10503 George Town, Penang.
Tel: 604-250 3322/ Fax: 604-250 3323*

9. PGC reserves the right to prohibit application from any person who we believe to be abusing these rules. Abuse includes entering multiple times and entering false information.
10. PGC reserves the right to amend these rules at any time at its sole and absolute discretion. The decision by PGC is **final** and any form of correspondence shall not be entertained.
11. By applying for the incentives, PGC is collecting data from applicants for the purpose of study and improvements. No further informational or marketing communications will be received by applicants unless applicants provide Penang Green Council with explicit permission to do so.