

**Guidelines for Event Organizers at United Nations Headquarters
Elimination of single-use plastics**

Effective 3 June 2019, United Nations Headquarters is implementing measures to eliminate single-use plastics to reduce the impact of plastic pollution. Event organizers are encouraged to bring reusable items in order to reduce waste. In cases where this isn't possible, please find below a list of non-permitted items and accepted alternatives. Please ensure that any vendors providing catering services at United Nations Headquarters adhere to the requirements below. For the year 2019, the UN recommends CulinArt, Inc. as the preferred caterer to event organizers who are planning to hold catered events at the UNHQ. Nonetheless, final decision on which catering company will provide catering services ultimately rests with the event organizers For Culinart catering services email lhayden@culinartinc.com and MPatel@culinartinc.com

Requirement	Not permitted at UNHQ	Permitted at UNHQ
Cutlery	Single-use plastic cutlery	Reusable stainless-steel cutlery, bamboo or wooden cutlery
Plates	Single-use plastic plates	Reusable stainless steel, melamine or ceramic plates or compostable paper plates
Glass/cups	Single-use plastic cups/glass	Reusable stainless steel, ceramic, glass or compostable paper cups
Tongs, serving utensils	Single use plastics	Reusable plastics or stainless steel
Drinks containers	Plastic bottled water, sodas or other drinks	Tetra pak drinks, aluminum canned drinks, glass bottled drinks
Straws	Plastic straws	Reusable stainless steel or paper straws
Trays	Single-use plastic tray	Reusable stainless steel, plastic or ceramic trays
Coffee cups and lids	Single use non-sustainable cups and lids including PLA plastic	Compostable coffee cups and lids
Coffee stirrer sticks	Single use plastic	Wooden stirrer
Yogurt or parfait or dessert cups	Single use plastic containers	Glass containers or jars
Packaging for prepared hot food	Single use plastic containers	Reusable plates, trays and lids; aluminum trays and lids
Packaging for prepared cold foods, salads, sandwiches	Single use plastic containers	Paper plates, paper wraps or card boxes
Food wrapper/cover	Plastic cling wrap	Aluminum foil or reusable plastic
Single use condiments	Clear plastic packaging	Aluminum foil packaging or large condiment dispenser
Pre-packaged snack food (e.g. chips, granola bars etc.)	Clear plastic packaging	Aluminum foil packaging
Trash bags	Plastic non-biodegradable	Compostable trash bags
Plastic carrier bags	Single use plastics	Reusable bags

Please direct any questions to email unhq-facilities@un.org

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