Memo

To: GSI Country Representative

From: G. O. Green FIFA, Environmental Liason

Date:

Re: Environment

FIFA is dedicated to taking its environmental responsibility seriously. Issues such as global warming, environmental conservation and sustainable management are a concern for FIFA, not only in regards to FIFA World Cups™, but also in relation to FIFA as an organization. That is why FIFA has been engaging with its stakeholders and other institutions to find sensible ways of addressing environmental issues and mitigate the negative environmental impacts linked to its activities.

**Future World Cups™**

In assuring its commitment to the environment in the future, FIFA decided to include environmental protection in future bidding agreements, starting with the bidding process for the FIFA World Cups™ in 2018 and 2022. FIFA requested comprehensive information on the activities planned to avoid, reduce and offset the negative environmental impacts of hosting the FIFA World Cup™.

The bidders had to provide information on the following topics:

* A comprehensive environmental assessment of staging the FIFA World Cup™
* Systematic integration of the environment into management structures
* Composition and integration of an Environmental Advisory Board
* Outreach program for stakeholder consultation
* Measurable objectives in six core topics of water, waste, energy, transportation, procurement and climate change
* Planned activities to minimize the adverse environmental effects

Please put together a list of the environmental concerns of your country and look for environmental groups that we can partner with to help the environment in your country.

Mr. Satell’s two cents

I have looked over this memo in your in basket and have a few thoughts for you.

* Remember to use the memo format to: the person you are sending it to. From that is you (and or your partner) your title including your country, and period. Also include the Date: and what the memo is regarding (RE)
* Use the packets available in class, worksheets given to you, notes from class, and/or internet and other sources of quality
* Have a short sentence reminding them what they requested in the memo sent to you
* Use bullet points and paragraphs.
* Use good grammar and spelling
* Cover the material fully in as few words as possible

In addition:

Pay attention to the last paragraph (its two lines)

List environmental problems in your country

List environmental groups that are working on these issues