

GREEN BUSINESS CERTIFICATION

-SCORE CARD-



Submission Date:

First Name:

Last Name:

Title/Position:

Company Name:

Size of Property:

Building Occupancy:

Address:

Phone:

Email:



BRONZE
Bronze (100 +)



SILVER
Silver (200 +)



GOLD
Gold (300 +)



PLATINUM
Platinum (400 +)

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RECYCLING		IMPLEMENTED
All 5 recyclable Items collected in your program:	Cardboard	
	Office paper, newspaper, mixed paper	
	Bottles: Aluminum, steel	
	Bottles: Plastic	
	Bottles: Glass	
Contact your current waste hauler and/or companies that offer a waste analysis (or waste audit)		
Additional items that are recycled:	Electronics	
	Light bulbs	
	Scrap metal (e.g. water heater)	
	Furniture, Mattresses, Textiles	
	Other _____	
Food Waste Diversion Program (e.g. on-site composting, on-site digester, organics collection, excess food is donated, etc.)		
Implemented "Binless Office"		
Provide water cooler to eliminate plastic bottles		
Employees use reusable mugs and dish-ware to eliminate the use of Styrofoam		
<u>Diversion Rate</u> is 40% or greater		
<u>Diversion Rate</u> is 60% or greater		
<u>Diversion Rate</u> is 80% or greater		
TOTAL POINTS		

SIGNAGE & PLACEMENT		IMPLEMENTED
Provide large signage near all exterior and interior containers		
Color code containers		
Recycling containers are easily accessible to the employees, residents, tenants and janitorial staff.		
Waste and Recycling compactors, dumpsters, etc. are clearly identified by contractor.		
TOTAL POINTS		

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LEADERSHIP AND POLICY	IMPLEMENTED
Company adopts sustainable guidelines or policies (e.g. paper reduction policy, water bottle ban, plastic bag ban, etc.).	
Company shares these policies with employees, residents, tenants and janitorial.	
Company is aware of the City's Zero Waste timelines and goals. Company shares these timelines and goals with employees.	
Company has a dedicated Green Team that promotes sustainable practices and maintains the Green Business Certification.	
Company has adopted a Green Purchasing policy (e.g. purchases recycled paper, materials with recycled content, environmentally friendly cleaning products).	
Company has identified a diversion rate goal.	
TOTAL POINTS	

TRANSPORTATION	IMPLEMENTED
Do you provide secure, well lit, weather protected on-site bicycle parking for employees and guests?	
Does your business regularly use teleconferencing or webinars instead of traveling to meetings?	
Have you signed up for a bike sharing program and or membership to employees or created your own bike sharing program?	
Do you have a telecommuting or flextime policy for employees? Or, are you a home based business?	
Have you studied/tracked how employees get to work by using a commuter survey and created a commuter plan?	
Have you performed any innovative green practices with respect to transportation not covered elsewhere in this section?	
TOTAL POINTS	

WATER CONSERVATION	IMPLEMENTED
Landscaping: Does your property participate in drought resistance gardening through "xeriscaping" techniques?	
Appliances: Do you offer low flow amenities (sinks, toilets) throughout your property?	
Water Reuse: Do you reuse any type of water for irrigation purposes?	
Water Reuse: Is there a water conservation technique that you are doing that is not mentioned in this section?	
TOTAL POINTS	

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ENERGY EFFICIENCY	IMPLEMENTED
Do you have timed lighting or occupancy sensors in common areas, or do you use daylight sensors to adjust artificial lighting levels automatically?	
Have you replaced the majority of your indoor and outdoor lighting with more energy efficient lighting such as LED lights?	
Do you require the purchase of ENERGY STAR qualified equipment and appliances?	
Have you tracked your energy use over the last 12 months using the EPA's ENERGY STAR measurement and tracking tool?	
Do you use any tracking tool to track your energy usage?	
Is there any innovative energy efficiency techniques that you are using that are not mentioned here in this section?	
TOTAL POINTS	

Other Required Information:

Current Waste Hauler:

Current Recycling Hauler:

When did your recycling program begin?

Current [Diversion Rate](#):

Size of container(s):

Number of container(s):

Frequency of collection:

-OR-

AVG Monthly Garbage Tonnages:

AVG Monthly Recycling Tonnages:

AVG Monthly Organics Tonnages: