

Green Business Checklist

By Campbell Rodriguez

- Company Policy
 - Get all management on board to start making a green business
 - The company policy comply with all environmental regulations.
 - Compliance with the policies, practices, and employee instructions is monitored.
 - There is a formal tracking and reporting system of energy/utility/waste/water usage.
 - There is an awareness program for energy conservation.
- Energy Use
 - Energy efficient lighting such as LED are in use.
 - There are motion detectors or other devices that turn off lights automatically.
 - Exterior and interior lighting during closing hours are kept to a minimum.
 - Employees are instructed to shut down personal computers at the end of each work period.
 - Office coffee makers with continuous "ON" heating plates or elements are prohibited.
 - Work stations with multiple devices are powered through power strips that are turned off at the end of the work day.
 - Facilities have been inspected for air leaks and corrective action has been taken where necessary.
 - HVAC systems are managed to reduce energy use during times of low or no occupancy.
 - Natural gas or LPG is used for cooking and water heating.
 - Solar or wind power system has been installed.
 - A professional energy audit has been done.
- Building
 - Construction or renovation project has been certified to meet environmental standards.
 - Green/open space or walkways are available on the premises.
 - Premises are kept free of litter, graffiti, disused or discarded equipment/materials.
- Clean Air and Water

- Facilities have been evaluated to identify actual and potential sources of pollution.
- The use of synthetic chemical fertilizer is avoided or prohibited.
- Pesticides have been reduced or eliminated.
- Supplies and cleaning products are chosen based on a goal of minimizing harmful or hazardous contents.
- Employee - Community Relations
 - Financial incentives are offered to employees who bike, take public transportation, or walk to work.
 - Smoking is prohibited on the premises.
 - Financial support is provided to local or regional environmental groups or projects.
 - Preference is given whenever practicable to local suppliers and products produced locally or regionally.