

GreenBiz Tracker

TIER 1

Energy

CORE MEASURES

YES NO N/A

1. Complete at least one energy audit or assessment to prioritize energy conservation measures and estimate costs for implementation; OR complete a comprehensive energy study.

HELP

2. Sign up for community solar via the Solarize Ulster Program at <https://gnd.ulstercountyny.gov/solarize-ulster/> (subscribers receive about 10% off their monthly bill and a \$100 gift card per electricity account enrolled).

HELP

3. Get a lighting audit - Audit must account for 100% of lighting in the space.

HELP

ELECTIVE MEASURES

Please complete 1

YES NO N/A

4. Community Choice Aggregation (CCA): Purchase 100% renewable electricity via enrolling your electricity accounts in a local CCA, if available in your community.
OR

Green Power Purchase: Purchase 100% renewable electricity via an energy supply company (ESCO). More information is available at the NYS Power to Choose website: <https://documents.dps.ny.gov/PTC/zipcode/12603>.

HELP

5. Retrofit at least 50% of lighting to energy efficient LEDs or as recommended in lighting audit.

HELP

6. Obtain three quotes to install solar panels.

HELP

7. Obtain a quote for future replacement of a water heater with an electric heat pump water heater and provide it to your coordinator for verification.

HELP

8. Obtain a quote for the future replacment of your fossil-fuel based heating system (natural gas, propane or oil) with an efficient electric heat pump (air source or ground source/geothermal) or wood pellet system.

HELP

9. Automate building temperature control using a building automation system, a programmable thermostat, or a smart thermostat to control heating and air conditioning systems. Implement setbacks to reduce heating and cooling needs during unoccupied hours.

HELP

10. Set computer and laptop monitor settings to turn off after 10 minutes of inactivity and go into a sleep mode after 15 minutes of inactivity.

HELP

> How many desktop CPUs have power management software enabled?

> How many external monitors have power management software enabled?

> How many laptops have power management software enabled?

Solid Waste

CORE MEASURES

YES NO N/A

1. Make two sided printing and copying standard practice in your business (set printers and copiers to default to duplex printing). Make single-sided the exception instead of the rule.

HELP

2. Reduce paper use in your office by doing at least three of the following:

HELP

> Provide digital reports

> Send electronic contracts

> Keep digital records instead of paper files

> Sign-up for online statements from banks, credit cards, etc.



Transportation

ELECTIVE MEASURES

Please complete 0

YES NO N/A

1. Conduct a commuter survey to determine the percentage of environmentally friendly transportation (non-single occupancy vehicle travel) over a 1 week period

HELP

2. Promote and participate in the National Bike to Work Day.

HELP



Wastewater

ELECTIVE MEASURES

Please complete 0

YES NO N/A

1. Keep dumpsters and any other potential pollutants, such as paint cans, other chemicals drums, etc., covered and impermeable to rainwater. If no covers are available, provide overhead storage. Keep outdoor areas clean and report leaking dumpsters to your waste hauler.

HELP



Community

CORE MEASURES

YES NO N/A

1. Invite at least one other business to become a Green Business. Encourage them to enroll in the Green Business Program. Please introduce this business by copying your coordinator on an introduction email.

HELP

2. Contact the Ulster County Green Business Champions Program Administrator or Program Coordinator. See Green Tip to the right for contact information.

HELP

ELECTIVE MEASURES

Please complete 2

YES NO N/A

3. Attend a community event hosted by a local advocacy organization.

HELP

4. Publish your success to a social media or other social publication.

HELP

5. Inform your customers about what you're doing to be green. Examples: Post a list of your efforts in a visible location, promote green products or services as green, talk about it in your company newsletter, highlight your efforts on your website and link to the Green Business website.

HELP

6. Demonstrate significant energy, greenhouse gas emissions, or solid waste diversion via the implementation of an initiative or project related to your business operations.

HELP

7. Challenge a peer company to complete an activity.

HELP

8. Do business with another Certified Green Business. Find them using the directory at <https://search.greenbiztracker.org/> (<https://search.greenbiztracker.org/>)

HELP

9. Encourage employee participation in sustainability efforts by adopting at least 2 of the following practices

HELP

> Reward sustainability champions with financial and/or non-monetary incentives (e.g., public recognition, bonuses, gifts, days off, etc.)

> Measure and communicate progress on sustainability initiatives to keep visibility high and reinforce the idea that achievements in sustainability are meaningful for the company

> Establish a "Green Team" that meets regularly to co-create and integrate sustainability practices across the organization.

> Incorporate sustainability best practices into employee on-boarding processes, documents, training and developmet.

Other Green Things Your Business is Doing

GreenBiz Tracker

TIER 2



CORE MEASURES

YES NO N/A

1. Have (or commit to purchase) Energy Star office equipment, refrigerators and dishwashers, and EPEAT SILVER or GOLD printers (<https://epeat.net/imaging-equipment-search-result/page-1/size-25?countryId=112&epeatRatingId=3&productTypeId=185450&productTypeId=185451>), computers and laptops (<https://epeat.net/computers-and-displays-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3&productStatusId=1&productTypeId=185433&productTypeId=185441&productTypeId=185434&productTypeId=185445&productTypeId=185439&productTypeId=185448&productTypeId=185437>), monitors (<https://epeat.net/computers-and-displays-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3&productStatusId=1&productTypeId=185435>), and mobile phones (<https://epeat.net/mobile-phones-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3>). Add these guidelines to your Environmental Policy under "Environmentally Preferable Purchasing."

HELP

- > How many ENERGY STAR /EPEAT rated LCD monitors does your business use?
- > How many ENERGY STAR rated printers/copiers does your business use?

2. Insulate all exposed hot water pipes and refrigeration system cold suction lines in unconditioned spaced only i.e., in a garage or outdoors. This measure is required for pipes carrying hot water out of the water heaters and for pipes coming in and out of AC units.

HELP

- > How many linear feet of insulated pipe < 1" in diameter do you have?

damaged suction lines, addressing leaks, checking condenser and evaporator coils for proper airflow, and maintaining the proper function of economizers (found in AC/package units).

HELP

12. Set computer and laptop monitor settings to turn off after 10 minutes of inactivity and go into a sleep mode after 15 minutes of inactivity.

HELP

> How many desktop CPUs have power management software enabled?

> How many external monitors have power management software enabled?

> How many laptops have power management software enabled?

13. Obtain three quotes to install solar panels.

HELP

14. Automate building temperature control using a building automation system, a programmable thermostat, or a smart thermostat to control heating and air conditioning systems. Implement setbacks to reduce heating and cooling needs during unoccupied hours.

HELP

15. Use ENERGY STAR qualified refrigerators (those over 20 years old should be replaced). Check all refrigerator and freezer seals and gaskets. If they are cracked or not sealing properly, replace them.

HELP

> How many ENERGY STAR rated refrigerators does your business use?

> How many ENERGY STAR rated mini-refrigerators does your business use?

16. Use lighting controls, such as dual technology occupancy sensors, bypass/delay timers, photocells or time clocks.

HELP

> How many rooms are on occupancy sensors (usually in infrequently occupied areas such as restrooms, private offices, locker rooms, conference spaces)?

> How many rooms have photo cells (usually for exterior lighting or areas with significant natural light)?

> How many rooms have time clocks (for large banks of lights on circuit breaker that generally operate during off hours)?

> How many ice, vending, and snack machines have motion sensors and are placed in shaded areas?

17. Install solar panels on site.

27. Use induction cooking equipment. Replace gas stovetop with electric induction cooktop, or use portable induction cooktop instead of electric resistance burners.

HELP

28. Get a lighting audit - Audit must account for 100% of lighting in the space.

HELP

29. Improve the building envelope by adding insulation, sealing windows and doors, and other envelope improvements to reduce air infiltration and heat transfer (i.e. heat loss in the winter and heat gain in the summer.)

HELP

30. Obtain a quote for future replacement of a water heater with an electric heat pump water heater and provide it to your coordinator for verification.

HELP

31. Obtain a quote for the future replacement of your fossil-fuel based heating system (natural gas, propane or oil) with an efficient electric heat pump (air source or ground source/geothermal) or wood pellet system.

HELP

Pollution Prevention

CORE MEASURES

YES NO N/A

1. Limit the use of disinfectants to only surfaces in restrooms or on door handles. When necessary, use a hydrogen peroxide based disinfecting product with an automatic dilution system.

HELP

2. Properly store and dispose of hazardous and "universal waste" as required by law. Label a storage area and notify employees. These types of waste include: fluorescent bulbs/tubes, aerosol cans, paint, electronic equipment (e-waste), and batteries. Ensure ink/laser toner cartridges are recycled. Visit search.earth911.com (<http://search.earth911.com>) or ask your coordinator about recycling and drop-off locations near you.

HELP

ELECTIVE MEASURES

Please complete 1

YES NO N/A

3 Use Integrated Pest Management. If contracting with a pest control operator, specify in contracts the use of IPM at your facility. Check with your pest control operator to see if they offer IPM services or look for a provider at EcoWiseCertified.com (<http://EcoWiseCertified.com>), GreenShieldCertified.org (<http://GreenShieldCertified.org>), or WhatIsGreenPro.org (<http://WhatIsGreenPro.org>).

 HELP

4. Use certified non-toxic laundry, cleaning and building maintenance products in non-aerosol containers such as Green Seal certified (<http://greenseal.org>), Environmental Working Group (<http://ewg.org/guides/cleaners>) with an 'A' or 'B' rating, US EPA Safer Choice (<http://epa.gov/saferchoice>), or UL EcoLogo (<http://tinyurl.com/ULEco>).

 HELP

> What is the area (square footage) of your facility where these cleaning products are used?

5. Use remanufactured copier toner cartridges.

 HELP

> How many remanufactured toner cartridges do you purchase for use every year?

6. Purchase sustainable options for at least one food or beverage item.

 HELP

> Certified Fair Trade (e.g. Coffee, Tea, Sugar, etc.)

> Locally Grown or locally-sourced produce or meat (within 100 miles)

> Certified Humane® Farm Animal Products

> Offer non-dairy product options to cow milk, cheese, butter, etc.

Solid Waste

CORE MEASURES

YES NO N/A

1. Train staff and custodians/janitorial staff annually on proper sorting for recycling and composting (information in English, Spanish, and other languages as appropriate).

 HELP

2. Use reusable dishware in break room.

HELP

3. If you provide disposable bags, offer paper bags made from 100% post-consumer waste recycled content rather than plastic bags.

HELP

4. Purchase bathroom and kitchen papers with a minimum of 30% post-consumer waste recycled content (e.g., toilet paper, paper towels, tissues, toilet seat covers, napkins).

HELP

> Kitchen paper towels

> Bathroom paper towels

> Napkins

> Toilet seat covers

> Toilet paper

> Facial tissue

> Reusable cloth towels or rags

> Replace disposable cleaning wipes

5. Purchase office/copy paper that is either: 100% recycled *or* FSC Certified with at least 30% post-consumer waste recycled content.

HELP

> How many reams of office paper do you purchase annually?

6. Make two sided printing and copying standard practice in your business (set printers and copiers to default to duplex printing). Make single-sided the exception instead of the rule.

HELP

7. Reduce paper use in your office by doing at least three of the following:

HELP

> Provide digital reports

Seafood Watch Program.

HELP

25. Offer several entree options on the menu that feature smaller meat servings (4 oz. or less) such as a blended burger and supplement the meal with legumes, grains and/or vegan/vegetarian options to reduce greenhouse gas emissions.

HELP

26. Participate in and/or set up a deposit-based reusable exchange program to replace single-use food and beverage containers.

HELP

27. Join the Meatless Monday campaign by offering a vegetarian menu item special. Visit www.meatlessmonday.com for more info

HELP

28. Eliminate the use of plastic straws. If straws are necessary, use fiber-based or compostable ones and provide upon request.

HELP

29. Request that 3+ vendors/suppliers/online retailers provide their shipments in non-plastic packaging.

HELP

30. Take a purchasing survey in the office to determine the products purchased and their environmental attributes over a 3 month period.

HELP

31. Review the GreenSeal, Environmental Choice, FSC, EPA, Green Label, or other purchasing standards.

HELP

32. Increase purchase of green products by 30% or more over a three month period.

HELP

33. Eliminate paper hand towels by installing air hand dryers in restrooms.

HELP

34. Switch from individual condiment packets (e.g., salt, pepper & sugar) to Environmental Health -approved, refillable containers.

Water

CORE MEASURES

YES NO N/A

1. Replace all urinals flushing at greater than 1.0 gallon with high-efficiency urinals, flushing at less than or equal to 0.125 gallons, or waterless urinals (if appropriate, check with your local building department for applicable permits). Your water utility may have a rebate program for high-efficiency urinals.

HELP

> How many urinals flushing at less than 1.0 gallons does your facility have?

> How many waterless urinals does your facility have?

> Please estimate how many male employees and visitors are at your business on an average day?

2. Retrofit toilets flushing at higher than 1.6 gallons with high efficiency toilets (1.28 gallons or less per flush). Your water utility may have a rebate program for high efficiency toilets.

HELP

> How many visitors and customers use your facility on an average day?

> How many employees use your facility on an average day?

> Is the flush volume of the new toilet(s): 1.6, 1.28, 1.0, or 0.8?

3. Replace all existing faucet aerators and showerheads with low flow fixtures. Bathroom aerators should not exceed 0.5 GPM; kitchen sinks should not exceed 1.5 GPM; showerheads with flow rates higher than 1.8 GPM should be replaced with high-efficiency showerheads with rates of 1.5 GPM or less.

HELP

> How many 1.5 GPM showerheads have you installed?

> How many 0.5 GPM lavatory sink aerators have you installed?

> How many 1.5 GPM kitchen sink aerators have you installed?

ELECTIVE MEASURES

Please complete 2

YES NO N/A

4. Check for and repair all leaks, including in toilets (tablets to detect tank leaks can be obtained from your water utility).

HELP

5. Reduce areas of turf (grass). Water utilities may offer a rebate for turf removal.

 HELP

6. Adjust the schedule and duration of your irrigation system according to seasons. Water during non-daylight hours (before 7 am or after 9 pm).

 HELP

7. Use drip irrigation.

 HELP

8. Regularly inspect and repair all broken or defective sprinkler heads/nozzles, meters, and water pipes, lines and valves. Verify heads/nozzles are the proper rating/type for that application and positioned to prevent hardscape areas from being sprayed.

 HELP

9. Thaw frozen food items in a dedicated space in the refrigerator. Do not use running water to melt ice or thaw frozen food items.

 HELP

10. Clean floors and other surfaces using dry sweeping methods. If cleaning floors with water, use dry cleaning methods first followed by damp mopping, high-pressure low-volume cleaning equipment, or equipment that recycles and filters the water.

 HELP

11. Use a low-flow pre-rinse nozzle for dish scraping/pre-cleaning (saves both heating and water costs). 1.28 GPM max.

 HELP

12. Serve guests drinking water by request only.

 HELP

13. Replace traditional water-intensive dipper wells with water efficient models.

 HELP 

CORE MEASURES

YES NO N/A

1. Have an environmental policy statement that outlines the organization's commitment to sustainability. Have the owner(s) or management sign and distribute the environmental policy to all employees. Your Coordinator may be able to provide sample language. The policy must address the following sections: waste reduction, toxins elimination, environmentally preferable purchasing, water/energy conservation, and education of employees.

HELP

2. Invite at least one other business to become a Green Business. Encourage them to enroll in the Green Business Program. Please introduce this business by copying your coordinator on an introduction email.

HELP

3. Post signage encouraging resource conservation (e.g. reminders to turn off lights, turn off faucets, recycling and composting, etc.)

HELP

4. Do business with another Certified Green Business. Find them using the directory at <https://search.greenbiztracker.org/> (<https://search.greenbiztracker.org/>)

HELP

5. Encourage employee participation in sustainability efforts by adopting at least 2 of the following practices

HELP

> Incorporate sustainability best practices into employee on-boarding processes, documents, training and developmet.

> Establish a "Green Team" that meets regularly to co-create and integrate sustainability practices across the organization.

> Measure and communicate progress on sustainability initiatives to keep visibility high and reinforce the idea that achievements in sustainability are meaningful for the company

> Reward sustainability champions with financial and/or non-monetary incentives (e.g., public recognition, bonuses, gifts, days off, etc.)

6. Demonstrate significant energy, greenhouse gas emissions, or solid waste diversion via the implementation of an initiative or project related to your business operations.

HELP
ELECTIVE MEASURES

Please complete 1

YES NO N/A

7. Commit to a 20%+ reduction of your company's annual greenhouse gas emissions over your certification cycle. Specify to your coordinator how your company plans to meet the 20% reduction target:

- 1) Who will be the primary person responsible?
- 2) When will the emission reductions happen?
- 3) Which areas will the emission reductions be coming from (purchasing, transportation, etc.)?



8. Use your results from the carbon calculator to offset carbon emissions from one category of your business' source emissions including transportation, facilities (at minimum your energy usage), or procurement. Purchase carbon offsets that have been vetted by one or more of the following organizations: Gold Standard, Climate Action Reserve, The American Carbon Registry, Verra's Verified Carbon Standard. Offsets should be purchased every year during your business's recognition period and only be considered after your company has made concerted efforts to reduce on-site greenhouse gas emissions.



9. Research upgrading the 100% renewable energy option from your community choice aggregation (CCA) provider or utility. To find your local community choice energy provider, type "CCA (your local city/town/or county)", or check with your local utility. Share your finding of the additional cost (and if available, the estimated environmental savings) with your Green Business Program Director and determine if upgrading is feasible for your business.



10. Educate all employees and encourage them to purchase the renewable energy option from your community choice energy provider or utility. If financially feasible, provide employees with a \$3.00/month stipend or other incentives for employees that provide documentation for signing up for the renewable energy option.



11. Inform your customers about what you're doing to be green. Examples: Post a list of your efforts in a visible location, promote green products or services as green, talk about it in your company newsletter, highlight your efforts on your website and link to the Green Business website.



12. Participate in Zero Foodprint to support better soil management at farms to capture carbon from the atmosphere and reverses the effects of climate change. Click here for more info: <https://www.zerofoodprint.org/>



13. Attend a community event hosted by a local advocacy organization.



HELP

14. Teach sustainability topics to K-12 or post-secondary classroom.

 HELP

15. Create a green team and host a quarterly meeting.

 HELP

16. Challenge a peer company to complete an activity.

 HELP

17. Publish your success to a social media or other social publication.

 HELP

18. Mentor a peer company to complete 5 or more activities and complete their profile.

 HELP

19. Publish a wall of fame for green actors in your office.

 HELP

20. Encourage employee participation in sustainability efforts by adopting at least 2 of the following practices

 HELP

> Reward sustainability champions with financial and/or non-monetary incentives (e.g., public recognition, bonuses, gifts, days off, etc.)

> Measure and communicate progress on sustainability initiatives to keep visibility high and reinforce the idea that achievements in sustainability are meaningful for the company

> Establish a "Green Team" that meets regularly to co-create and integrate sustainability practices across the organization.

> Incorporate sustainability best practices into employee on-boarding processes, documents, training and developmet.

Other Green Things Your Business is Doing

6. Automate building temperature control using a building automation system, a programmable thermostat, or a smart thermostat to control heating and air conditioning systems. Implement setbacks to reduce heating and cooling needs during unoccupied hours.

HELP

7. Complete regularly scheduled maintenance on your HVAC (heating, ventilation, and air conditioning) at least twice a year. This includes: cleaning or replacing filters, inspecting damaged suction lines, addressing leaks, checking condenser and evaporator coils for proper airflow, and maintaining the proper function of economizers (found in AC/package units).

HELP

8. Insulate all exposed hot water pipes and refrigeration system cold suction lines in unconditioned space only i.e., in a garage or outdoors. This measure is required for pipes carrying hot water out of the water heaters and for pipes coming in and out of AC units.

HELP

> How many linear feet of insulated pipe <1" in diameter do you have?

> How many linear feet of insulated pipe >1" in diameter do you have?

9. Sign up for the Better Buildings Challenge - <https://betterbuildingssolutioncenter.energy.gov/challenge>

HELP

10. Enroll and enter at least a year of data in the EnergyStar Portfolio Manager (free) software to benchmark the energy use of your buildings. More information is available at: <https://www.energystar.gov/buildings/benchmark>.

HELP

11. Incorporate in your Environmental Policy Statement, a commitment to adopt climate-friendly refrigerant management practices including: working with vendors to ensure all refrigerants are recovered and or either reclaimed or destroyed at the end of their life, utilize climate-friendly refrigerants in any newly purchased cooling systems, and consider replacing existing refrigerants with climate-friendly refrigerants. Switching to climate-friendlier refrigerant products (refrigerators, air conditioners, heat pump water heaters, icemakers, vending machines, water coolers, etc.) are in the updated top 10 list of climate solutions by Project Drawdown (<https://drawdown.org/>)

HELP

12. Replace your water heater with an electric heat pump water heater.

HELP

13. Replace your fossil-fuel based heating system (natural gas, propane or oil) with an efficient electric heat pump (air source or ground source/geothermal) or wood pellet system.

HELP

ELECTIVE MEASURES

Please complete 2

YES NO N/A

14. Obtain a quote for future replacement of a water heater with an electric heat pump water heater and provide it to your coordinator for verification.

HELP

15. Obtain a quote for the future replacment of your fossil-fuel based heating system (natural gas, propane or oil) with an efficient electric heat pump (air source or ground source/geothermal) or wood pellet system.

HELP

16. Set computer and laptop monitor settings to turn off after 10 minutes of inactivity and go into a sleep mode after 15 minutes of inactivity.

HELP

> How many desktop CPUs have power management software enabled?

> How many external monitors have power management software enabled?

> How many laptops have power management software enabled?

17. Brown bag - office energy efficiency

HELP

18. Brown bag - home energy efficiency

HELP

19. Have (or commit to purchase) Energy Star office equipment, refrigerators and dishwashers, and EPEAT SILVER or GOLD printers (<https://epeat.net/imaging-equipment-search-result/page-1/size-25?countryId=112&epeatRatingId=3&productTypeId=185450&productTypeId=185451>),

computers and laptops (<https://epeat.net/computers-and-displays-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3&productStatusId=1&productTypeId=185433&productTypeId=185441&productTypeId=185434&productTypeId=185445&productTypeId=185439&productTypeId=185448&productTypeId=185437>), monitors

(<https://epeat.net/computers-and-displays-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3&productStatusId=1&productTypeId=185435>), and mobile phones (<https://epeat.net/mobile-phones-search-result/page-1/size-25?countryId=112&epeatRatingId=2&epeatRatingId=3>). Add these guidelines to your Environmental Policy under "Environmentally Preferable Purchasing."

HELP

> How many ENERGY STAR /EPEAT rated LCD monitors does your business use?

> How many ENERGY STAR rated printers/copiers does your business use?

Pollution Prevention

CORE MEASURES

YES NO N/A

1. Properly store and dispose of hazardous and "universal waste" as required by law. Label a storage area and notify employees. These types of waste include: fluorescent bulbs/tubes, aerosol cans, paint, electronic equipment (e-waste), and batteries. Ensure ink/laser toner cartridges are recycled. Visit search.earth911.com (<http://search.earth911.com>) or ask your coordinator about recycling and drop-off locations near you.

HELP

ELECTIVE MEASURES

Please complete 1

YES NO N/A

2. Limit the use of disinfectants to only surfaces in restrooms or on door handles. When necessary, use a hydrogen peroxide based disinfecting product with an automatic dilution system.

HELP

3. Use remanufactured copier toner cartridges.

HELP

> How many remanufactured toner cartridges do you purchase for use every year?

4. Use unbleached and/or processed chlorine-free (PCF) paper products (copy paper, paper towels, napkins, coffee filters, etc.).

HELP

Solid Waste

CORE MEASURES

YES NO N/A

- > Kitchen paper towels
- > Bathroom paper towels
- > Napkins
- > Toilet seat covers
- > Toilet paper
- > Facial tissue
- > Reusable cloth towels or rags
- > Replace disposable cleaning wipes

17. Eliminate individual, single-use bottles of water for employees and guests. Switch to alternatives such as using tap water, buying water filters, providing water coolers, or installing water fill stations.

HELP

18. Use a coffee machine that doesn't require single-use pods made from aluminum or plastic.

HELP

Transportation

CORE MEASURES

YES **NO** **N/A**

1. Think creatively and implement ways to encourage and increase the use of alternative transportation among your patrons/audience members.

HELP

2. Promote and participate in the National Bike to Work Day.

HELP

ELECTIVE MEASURES

Please complete 2

YES **NO** **N/A**

3. Purchase or lease at least one plug-in hybrid (PHEV) or battery electric vehicle (EV) for your business operations.

HELP

4. Conduct a commuter survey to determine the percentage of environmentally friendly transportation (non-single occupancy vehicle travel) over a 1 week period

HELP

5. Install a bike rack at the building. Bonus if its locally made in Ulster County.

HELP

6. Offer a Ulster County Public Transport benefit perk program.

HELP

Wastewater

CORE MEASURES

YES NO N/A

1. Keep dumpsters and any other potential pollutants, such as paint cans, other chemicals drums, etc., covered and impermeable to rainwater. If no covers are available, provide overhead storage. Keep outdoor areas clean and report leaking dumpsters to your waste hauler.

HELP

2. Only rain down the storm drain. Ensure that no wastewater, debris or litter enters storm drains near your business. Never hose down or wash floor mats, bar service spill mats, equipment, or vehicles in an area where the wastewater may flow to a storm drain. If you have debris catch basins, clean them annually before the first rain and as needed afterward.

HELP

Water

CORE MEASURES

YES NO N/A

1. Replace all urinals flushing at greater than 1.0 gallon with high-efficiency urinals, flushing at less than or equal to 0.125 gallons, or waterless urinals (if appropriate, check with your local building department for applicable permits). Your water utility may have a rebate program for high-efficiency urinals.

HELP

- > How many urinals flushing at less than 1.0 gallons does your facility have?
- > How many waterless urinals does your facility have?
- > Please estimate how many male employees and visitors are at your business on an average day?

2. Retrofit toilets flushing at higher than 1.6 gallons with high efficiency toilets (1.28 gallons or less per flush). Your water utility may have a rebate program for high efficiency toilets. ○ ○ ○
HELP ○

- > How many visitors and customers use your facility on an average day?
- > How many employees use your facility on an average day?
- > Is the flush volume of the new toilet(s): 1.6, 1.28, 1.0, or 0.8?

3. Replace all existing faucet aerators and showerheads with low flow fixtures. Bathroom aerators should not exceed 0.5 GPM; kitchen sinks should not exceed 1.5 GPM; showerheads with flow rates higher than 1.8 GPM should be replaced with high-efficiency showerheads with rates of 1.5 GPM or less. ○ ○ ○
HELP ○

- > How many 1.5 GPM showerheads have you installed?
- > How many 0.5 GPM lavatory sink aerators have you installed?
- > How many 1.5 GPM kitchen sink aerators have you installed?

ELECTIVE MEASURES

Please complete 1

YES NO N/A

4. Use rain gardens, permeable pavement, and other landscape features or practices to increase rainwater capture and create opportunities for infiltration. ○ ○ ○
HELP ○

5. Apply a minimum of 3" of mulch to all exposed soil surfaces. ○ ○ ○
HELP ○



CORE MEASURES

YES NO N/A

1. Attend a community event hosted by a local advocacy organization. ○ ○ ○

HELP

2. Demonstrate significant energy, greenhouse gas emissions, or solid waste diversion via the implementation of an initiative or project related to your business operations.

HELP

3. Publish your success to a social media or other social publication.

HELP

4. Invite at least one other business to become a Green Business. Encourage them to enroll in the Green Business Program. Please introduce this business by copying your coordinator on an introduction email.

HELP

5. Inform your customers about what you're doing to be green. Examples: Post a list of your efforts in a visible location, promote green products or services as green, talk about it in your company newsletter, highlight your efforts on your website and link to the Green Business website.

HELP

6. Encourage employee participation in sustainability efforts by adopting at least 2 of the following practices

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- > Incorporate sustainability best practices into employee on-boarding processes, documents, training and developmet.
- > Establish a "Green Team" that meets regularly to co-create and integrate sustainability practices across the organization.
- > Measure and communicate progress on sustainability initiatives to keep visibility high and reinforce the idea that achievements in sustainability are meaningful for the company
- > Reward sustainability champions with financial and/or non-monetary incentives (e.g., public recognition, bonuses, gifts, days off, etc.)

7. Do business with another Certified Green Business. Find them using the directory at <https://search.greenbiztracker.org/> (<https://search.greenbiztracker.org/>)

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8. Contact the Ulster County Green Business Champions Program Administrator or Program Coordinator. See Green Tip to the right for contact information.

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