

Green Business Initiative Member Application

General Information

Company Name: _____ Website Address: _____

Description of Business:

Contact Person: _____

Title: _____

Phone: _____

Email: _____

Mailing Address:

Number of employees: _____ Building owner or occupant? _____

Average energy usage per month (kWh): _____

Average water usage per month (dcf): _____

Member of the [Hamilton County Go Green Challenge](#) since (mm/dd/yy): _____

Business Category:

- | | |
|--|---|
| <input type="checkbox"/> Retail Store | <input type="checkbox"/> Construction (commercial) |
| <input type="checkbox"/> Computer/Information Technology | <input type="checkbox"/> Construction (residential) |
| <input type="checkbox"/> Hotel | <input type="checkbox"/> Automotive Services |
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Architecture/Engineering |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Consulting Firm |
| <input type="checkbox"/> Agricultural | <input type="checkbox"/> Green Supplier |
| <input type="checkbox"/> Printing | <input type="checkbox"/> Green Services |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Other: _____ |

“As a member of the Green Business Initiative, our organization - in an effort to make Cincinnati USA an environmentally healthy region in which to live, work, and play - pledges to implement green business practices and operations aimed at increasing energy efficiency and reducing resource waste and carbon emissions.”

Minimum Requirements

Corporate members representing **500 or more employees** must commit to at least one practice in each category with a minimum of 7 overall and a minimum of **35 total points**.

Mid- and small-market members representing **499 or fewer employees** must commit to at least one practice in 5 of the 7 categories (*including Employee/Public Communications*) with a minimum of **25 total points**.

All participants in the Green Business Initiative must commit to at least one practice in the Employee/Public Communications category.

Please check AND describe all applicable operations and/or practice in each category.

The following operations and practices are opportunities; feel free to include other initiatives not described on the application. If your organization has instituted a practice not included in this application, please include a detailed description as an attachment to this application. The Green Business Review Team will consider any additional practices as part of their review.

Waste Prevention // Total Points: ____

1 point:

- Set double-sided printing as word processing and printer defaults.
- Set default margins for documents at 0.75 inches.

2 points:

- Implement policy of electronic editing for documents, including employee training.
- Change internal and external newsletters to electronic formats.

3 points:

- Conduct regularly scheduled reviews and purges of all mailing lists in order to reduce bulk mailing waste.
- Implement a plan to minimize the use of envelopes; please provide a description: [Bart - insert text box here]

5 points:

- When renovating an old facility or building a new one, reclaim building materials that would traditionally be demolished and disposed. To find more information on building reclamation, visit [Building Value LLC](#).
- For retail stores, offer reusable shopping bags and/or discounts for those who customers who use their own.
- For hotels or restaurants, use reusable products whenever possible (dishes, towels, mugs, boxes, bags, containers, etc.).

Recycling // Total Points: ____

2 points:

- Implement a paper recycling program.
- Implement a glass, aluminum and steel can, as well as plastic bottle recycling program.

3 points:

- Implement a battery recycling program.

4 points:

- Implement an ink toner and inkjet cartridge recycling program. [find providers and give links]
- Either donate or institute a recycling program for used electronic equipment. For list of qualified electronics recycler, visit [Hamilton County Department of Environmental Services](#) or the [Ohio Environmental Protection Agency](#).

6 points:

- Compost landscape waste.
- Institute a recycling program for boxes, pallets, pallet wrap, and wood debris. For a resource on pallet recycling programs, visit [The Interchange](#).

Purchasing // Total Points: ____

3 points:

- For restaurants, purchase biodegradable or compostable “to go” food containers.

4 points:

- Direct janitorial services, facility maintenance crews, or pest control teams to use safe, eco-friendly, non-toxic, organic products.
- Implement a policy to purchase recycled and/or re-manufactured ink toner and/or ink cartridges.

5 points:

- Implement a policy to purchase recycled and/or remanufactured office furniture and equipment.

6 points:

- Implement an Environmentally Preferable Purchasing (EPP) policy. For more information, visit the [United States EPA](#).

Energy Conservation // Total Points: ____

3 points:

- Implement computer-usage policy requiring employees to turn off computers overnight.
- Implement office policy requiring employees to remove their electronic device battery chargers from wall plugs when not being used.
- Purchase “Energy Star” appliances. Follow the link for more information on the [Energy Star](#) program.

5 points:

- Use motion sensors, timers or other lighting controls where appropriate, e.g. outdoor or emergency areas as well as bathrooms and closets.
- Insulate all outer wall windows.
- Install programmable thermostats.
- Implement annual HVAC and/or refrigerator tune-ups.

7 points:

- When constructing a new facility or conducting a major renovation, implement LEED certified design and building methods. *Add additional points for certification (1), silver (2), gold (3), platinum (4). Example: silver = 9 total points.*

8 points:

- Use renewable energy sources for operations. Please provide details regarding your organization’s renewable energy source:

Water Quality & Conservation // Total Points: ____

2 points:

- Implement policy prohibiting the use of water in normal cleaning of outdoor areas.
- Implement low-water required landscaping design [is there a standard way of saying this?]
- Direct landscaper or facilities director to use no-phosphorous/low-phosphorous fertilizer.

3 points:

- Install aerators and/or automatic shut-off valves on water faucets.
- Install pre-rinse spray nozzles on non-industrial, non-bathroom sinks.

4 points:

- Implement regularly scheduled water leak inspections on water instruments and roof.

5 points:

- Install low-flow toilets.
- Direct landscaper or facilities director to install automatic timers and wet weather day sensors for irrigation system.

6 points:

- Use captured wastewater in irrigation system.

7 points:

- Implement regularly scheduled water assessments.

Transportation: Fleet & Employee Commuting // Total Points: ____

3 points:

- Implement and communicate a no-idling policy for organization drop-off areas.
- Implement regularly scheduled tune-ups for business vehicles; includes check on tire pressure, fluid levels as well as fluid leakage.

4 points:

- Record detailed records of fleet fuel usage.
- Implement policy requiring employees to make use of teleconferences and webinars.
- Provide bike racks for employees.
- Participate in pre-tax public transportation benefit.
- Implement a parking space buy-out program.

5 points:

- Provide preferred parking for carpooled employees.

6 points:

- Implement flexible work schedule policy.

7 points:

- Begin converting fleet from standard engine vehicles to hybrid and/or electric vehicles.
- Design and implement strategic pick-up and delivery routes.

Employee & Public Communications // Total Points: ____

3 points:

- Implement an energy efficiency/low-paper/sustainability program in new employee training.

4 points:

- Implement regularly scheduled communication to employees regarding sustainable business operations and practices.

6 points:

- Launch (independently or in collaboration with a public advocacy group) a public education campaign regarding sustainable business operations or practices.
- Host an “Efficiency Awareness” Day or Week for employees and/or partner organizations.

9 points:

- Hire an Energy Efficiency Manager or equivalent position **OR** add the creation and implementation of a comprehensive energy efficiency program/strategy to an existing Vice President’s portfolio.

Upon completion of the application, please email to greenbiz@cincinnati-chamber.com