

GENERAL SERVICE-PROVIDER CHECKLIST

WEBSITES MADE WITH LOVE

Completed Actions: Green, 27 points, Ocean Friendly Business

Verified on: August 9, 2024 Verified by: Deep Chahal





BUILDING & OPERATIONS

- ☑ Windows are double paned or draft-proofed and outdoor entrances and exits have been draft-sealed
- ☑ All thermostats are set to 16°C when space is typically unoccupied (manual or automated)
- ☑ ≥ 90% of bulb lighting is LED and 100% of tube lighting is T5/T8 fluorescent or LED
- ☑ Computers and monitors are turned off in the evenings and on weekends (when not in use)
- ☑ ≥ 75% of all operations related equipment is certified ENERGY STAR® (if applicable) or is a high-efficiency model. (Office equipment, kitchen appliances, AC units, etc.)
- ☑ ≥ 75% of business-related equipment is run on electricity instead of fossil fuels

WASTE

- ☑ At least 6 paperless systems are in place. (Invoices, payroll, client files, utility bills, bank statements, logbooks, customer receipts, etc.)
- ☑ All printers set to default double-sided and/or both sides of paper is used before being recycled
- ☑ All food waste and soiled paper is composted
- Efforts made to reduce soft plastics AND all soft plastics (shrink wrap, plastic bags, etc.) are recycled
 - ☑ All electronics, batteries, lightbulbs and Styrofoam are recycled
 - ☐ Top three waste streams by volume are diverted from landfill via upcycling, recycling or composting
 - ☑ ≥ 1 other hard-to-recycle item is being recycled (foil-lined bags, pens, appliances, etc.)

WATER

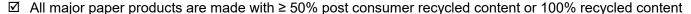


- \square Water fixtures relevant to business operations are considered low-flow (≤ 6.0 LpF or ≤ 6.0 LpM)

TRANSPORTATION

- ☑ ≥ 50% of company-owned vehicles are low or zero-emission models (e.g. bicycle, EV, hybrid) OR company uses a car share service (Evo, Modo, etc.) OR no vehicles required for operations
- Actions have been implemented to reduce emissions and packaging from products received or delivered
- ☑ Video or voice conferencing technology is used to minimize travelling to/from meetings

PURCHASING & PRODUCT





- ✓ ≥ 75% of cleaning products used for business operations are eco-friendly
- ☑ Sustainable Purchasing preferences considered when purchasing epuipment, appliances, furniture, paper products, packaging, and cleaning supplies
- ☑ ≥ 25% of office furniture and/or equipment is purchased used/repurposed or is made with recycled content/upcycled materials
- ☑ Rental and sharing services are utilized for specialty equipment, tools, décor, etc. AND when feasible, goods are repaired instead of replaced

SOCIAL

- ☑ Ownership and/or staff volunteer in a community event or charitable activity (≥ 1 day per year) OR pro-bono hours are donated
- ✓ Annual donations made to local environmental or community related charities and non-profits, at an amount of ≥
 \$50 per full-time employee
- ☑ Environmental values and actions are posted publicly online

ADDITIONAL

☑ Additional Action - Take the bus when travelling and stay home-based to reduce emissions.

5 WAYS TO SHARE YOUR SUCCESS



GET SOCIAL

Share your accomplishments on your social platforms! Make use of the media kit we send you, post your environmental metrics, and don't forget to follow and tag us (@bcgreenbusiness) and, for Ocean-Friendly Businesses, your local Surfrider chapter.

TELL A STORY

What green initiatives do you have going on? How has BC Green Business helped your organization? How are you taking action in your community? Email a story to bcgreenbusiness@synergyfoundation.ca to be featured on our social media accounts, newsletter, and Member Stories page of our website!

Guidelines: 350-600 words, written in 3 rd person, include a high-quality landscape image

CELEBRATE WITH STAFF

Do your employees know what the decal in the window represents? Tell them about BC Green Business and how their work is making a difference for the environment and the community.

POST YOUR 4 ACCOMPLISHMENTS

Display your certificate, decals, and environmental metrics where your clients, customers, and employees can see them!

DISPLAY YOUR DECAL

Incorporate your decal into your:

- Annual report
- Website content
- Window displays
- · Restaurant menu
- Social media posts
- One-pager

- Employee handbook
- Corporate letterhead
- Posted job descriptions







