

Green Oceanside Business Network

Recognizing Our Sustainable Businesses



The City of Oceanside is launching the Green Oceanside Business Network. Green Oceanside Businesses are recognized as environmental leaders that incorporate sustainable practices. This is a free program that seeks to spur innovation and environmental responsibility while helping Oceanside businesses prosper in the green economy.

SUSTAINABILITY SCORECARD

The City of Oceanside asks businesses to complete the Sustainability Scorecard. The scorecard is designed to help businesses realize what sustainable measures they already perform and provide a roadmap to improve their practices in the following categories: awareness, pollution prevention & stormwater management, energy conservation, water conservation, solid waste reduction, and climate change.

Participating businesses are the embodiment of environmental stewards by reducing waste, increasing water efficiency, improving systems and equipment performance, and attracting environmental conscious customers.

RECOGNITION

If you achieve Green Oceanside Business status your business will be included on the City of Oceanside's website, the Green Oceanside mobile app, be recognized as a Green Oceanside Business at City Council, receive a special invite to the spring Earth Month Business Mixer, and receive window decals for your property.

JOIN THE NETWORK

To become a part of the Green Oceanside Business Network, complete the attached application and self-guided Sustainability Scorecard. All of these materials along with useful tips can be found at www.greenoceanside.org. Please email the completed form and Green Oceanside Business Network Application to greenoceanside@ci.oceanside.ca.us. Do not let the application or scorecard deter you from being a Green Oceanside leader, team members are available at (760) 435-5830 to assist with the application process today.



For more information, please visit: www.GreenOceanside.org

Green Oceanside Business Network "Benefit Package" Includes:

**JOIN
TODAY!**

- ✓ The Green Oceanside Business Network decal to post at each business
- ✓ Listing on the City website and local community publications
- ✓ Recognition at a City Council meeting
- ✓ Inclusion on the Green Oceanside mobile app
- ✓ Special invite to the Earth Month Business mixer



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It's EASY to join the Green Oceanside Business Network!

- 1. Application.** Fill out the following application and review the Sustainability Scorecard and select the practices your business is currently implementing in each category. Once complete, submit the Sustainability Scorecard and this application to the Green Oceanside team for review.
- 2. Verification.** The Green Oceanside team will review your application and schedule an on-site verification visit.
- 3. Recognition.** Upon verification of qualifications, your business will receive recognition as a Green Oceanside Business.

The City of Oceanside can provide information on environmentally friendly changes to your business prior to the application process. The City can assist your business to become a Green Oceanside Business, often with a just few small changes to help the planet. If you would like assistance in completing the Application or Scorecard, please call (760) 435-5830.



Have Questions? Contact the Green Oceanside Team:

Phone:
(760) 435-5830

Email:
**greenoceanside@
ci.oceanside.ca.us**

Web:
www.greenoceanside.org

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Organization name: _____ **Date of application:** _____

Street address: _____

City: _____ **State:** _____ **Zip:** _____

Business Licenses Number: _____

City of Oceanside Utility Account Number(s): _____

Contact person: _____ **Title:** _____

Phone number: () _____ **Email:** _____

Number of employees in organization: _____

Our business (please circle one): **Owns our workspace** **Leases our workspace**

Completed Applications MAIL TO:

Attn: Colleen Foster
City of Oceanside
Water Utilities Department
300 N Coast Highway
Oceanside, CA 92025

EMAIL:

greenoceanside@ci.oceanside.ca.us

FAX:

(760) 435-5821



*All Green Oceanside Businesses must be in compliance with City of Oceanside Environmental ordinances and regulations.

For more information, please visit: **www.GreenOceanside.org**

Green Oceanside Business Network Sustainability Scorecard



Business Name: _____
 Business Address: _____
 Business Licenses #: _____

Contact Name: _____
 Contact Phone #: _____
 Contact email: _____

Strategy Number		Outreach and Employee Education	Possible Points	Check all that Apply ✓	Verified Points Staff Only	Goal Points Staff Only	Improved Points (Annual Review) Staff Only	Applicants may add additional information
1	Employee Awareness	Assign a "Green Team" or liason to be responsible for implementing green initiatives for the business.	6					
2		Provide environmental educational information at regularly scheduled staff meetings or safety tailgates.	5					
3		Distribute educational material (that the City can provide) to employees about environmental issues such as pollution prevention, water, energy conservation, waste reduction, reuse, and recycling.	6					
4		Encourage employees to submit sustainable ideas; reward or provide recognition if the ideas are adopted.	5					
6		Acknowledge Earth Day or have an Earth Month during the year by providing ways for employees to engage in sustainable related activities.	3					
7	Green Purchasing	Implement policies that include green/sustainable purchasing (the City can provide sample policies).	4					
8		Require janitorial services to use safer, less toxic janitorial products to clean your facility, to ensure a healthy and safe working environment.	5					
9		Work to eliminate disposable products at work by providing employee's with reusable plates, cups, and silveware.	6					
10	Other	Create your own:	TBD (Max 5 points)					
11	Bonus	Refer other businesses to the Green Oceanside Business Network Referrals must be submitted to receive points (Up to 10 possible points).	1 per business					

		Pollution Prevention and Stormwater Management	Possible Points	Check all that Apply ✓	Verified Points Staff Only	Goal Points Staff Only	Improved Points (Annual Review) Staff Only	Applicants may add additional information
12	Storm Drain Protection	Pass the most recent annual NPDES stormwater inspection without re-inspection.	5					
13		Make improvements based on recommendations made by the stormwater inspector during the annual NPDES inspection.	5					
14		Be compliant with any and all stormwater permits.	5					
15		Dumpster lids are kept closed except when in use. Routinely clean dumpster area, preferably using dry cleaning methods. If power washing, facility/business collects the wash water and disposes of it properly, not allowing it to enter the storm drains.	5					
16		Outdoor areas are kept neat and organized. Tracking of sediment, product materials, etc. off-site is prevented. Regularly clean/sweep litter from the outdoor area of the facility, including cigarette butts. Provide adequate ashtrays to prevent cigarette litter.	5					
17		Actively train/educate employees on stormwater and other environmental regulations. Please document when trainings occur.	5					
18		Staff are trained on spill response of hazardous material including where spill response supplies are kept and how to use them effectively.	5					
19		Storm drain inlets within the facility and nearby are clearly labeled with no dumping - drains to creek/ocean.	5					
20		If applicable, inspect and clean private storm drain inlets within the property annually before the rainy season (clean in summer before October).	5					
21		If applicable, move secondary containment or berms around outdoor liquid storage and transfer areas, to capture spills.	5					
22	Bonus	Install permeable pavement or rainwater capture devices (i.e. rain barrels, rain gardens) diverting stormwater to a BMP rather than directly into the street or storm drain.	10					
23		Encourage employees to participate in or host/sponsor river and beach clean-up events.	10					

		Energy Conservation	Possible Points	Check all that Apply ✓	Verified Points Staff Only	Goal Points Staff Only	Improved Points (Annual Review) Staff Only	Applicants may add additional information
24	General	Have SDG&E, or an energy service, conduct an energy assessment of your facility. You can complete an SDG&E audit online at www.sdge.com/audit or call 1-800-644-6133.	5					
25		Learn how to read your bill or sign up for the online Energy Waves tool to better track energy usage (visit http://energywave.sdge.com for more information).	5					
26		Ensure all lights are turned off when not in use and remove extra lamps where possible.	4					
27		Set & lock thermostat to 78 degree F maximum for cooling and 68 degree F maximum for heating. Use the thermostat's night setback to reduce heating/cooling on off hours.	6					
28		Use small fans and heaters during off hours instead of heating or cooling the entire space.	5					
29		Buildings are retrofitted with more efficient double-walled windows and other energy saving features.	7					
30		Computers, computer monitors, printers, and copiers are set to sleep after 15 minutes of inactivity.	4					
31		Plug all office equipment into a "smart" power strip equipment with a timer or occupancy sensor that will turn off the equipment when not in use or after working hours.	4					
32		Replace incandescent bulbs with LED lighting.	5					
33	Other	Create your own:	TBD (Max 5 points)					
34	Bonus	Applied for a regional energy efficient programs such as Property Assessed Clean Energy (PACE).	10					
35		Renewable energy is purchased for at least 50% of energy use.	10					

		Water Conservation	Possible Points	Check all that Apply ✓	Verified Points Staff Only	Goal Points Staff Only	Improved Points (Annual Review) Staff Only	Applicant may add additional information
36	Restaurants	Serve water only upon request and display water-saving table tent card reminders on all tables.	5					
37	Hotels	Display option for guests to reuse towels in each room.	5					
38	Landscape	Repair all broken or defective sprinkler heads/nozzles, lines, valves; or notify landscape contractor or facility manager.	5					
39	Restrooms	Install high efficiency toilets (1.28 gpf or dual flush) and/or ultra low (<1 gpf) or zero water urinals.	5					
40		Replace free flowing faucets with faucet aerators and/or automatic shut-off faucets in restrooms.	5					
41	Other	Sign up for a free water-use evaluation from the San Diego County Water Authority to get water-saving recommendations.	5					
42		Learn how to understand, and regularly read, your water meter and/or bill as a way to use water more efficiently.	5					
43		Regularly check for and repair all leaks in your facility.	5					
44		Upgrade break room refrigerators and ice-makers to air-cooled instead of water-cooled appliances.	5					
45		Create your own:	TBD (Max 5 points)					
46	Bonus	Capture rain water or reuse gray water for irrigation or other non-drinking purposes.	10					
47		Establish and implement water conservation programs.	10					

		Solid Waste Reduction	Possible Points	Check all that Apply ✓	Verified Points <i>Staff Only</i>	Goal Points <i>Staff Only</i>	Improved Points <i>(Annual Review)</i> <i>Staff Only</i>	Applicants may add additional information
48	Reduce	Have an established Environmental Preferable Purchasing Policy that requires your business to purchase products that are made with recycled or reusable content.	5					
49		Work to eliminate the purchasing and dispersal of single use items. Examples include: polystyrene (styrofoam), single use plastic bags, and promoting tap water instead of plastic water bottles.	7					
50		Have an online bookkeeping system to reduce paper. If applicable, use electronic timesheets, direct deposits, and/or provide online payment systems.	3					
51	Reuse	Install air hand dryers in restrooms and eliminate paper towels for hand drying.	6					
52		Create a reuse area in your office where employees can place items they no longer need for other employees to use.	4					
53		Establish a program to donate gently used material, equipment, and/or food to schools, churches, hospitals, non-profits, etc.	5					
54	Recycle	Outside waste and recycling service levels are at a minimum 50/50 waste and recycling ratio.	5					
55		Inside recycling for staff and/or customers. All recycling and waste bins are placed directly next to each other with proper signage.	5					
56		Established landscape recycling program (composting green waste on site or transporting to a green waste facility).	5					
57	Other	Create your own:	TBD (Max 5 points)					
58	Bonus	Established and implemented a Zero Waste Plan.	10					
59		Established food waste composting program.	10					

		Climate Change Many of the sustainable practices above such as energy conservation, water efficiency, waste reduction, and resource management help reduce carbon emissions. Below are a list of bonus actions your business can take to further reduce your impact.	Possible Points	Check all that Apply ✓	Verified Points Staff Only	Goal Points Staff Only	Improved Points (Annual Review) Staff Only	Applicants may add additional information
60	Bonus	Calculate the total amount of greenhouse gases produced to support your business. Use Cool California's Carbon Calculator, http://www.coolcalifornia.org/business-calculator , or another certified calculator.	5					
61		Ride sharing and/or public transportation is promoted through available carpool parking and/or a public transit pass program.	5					
62		Perform routine maintenance on your HVAC system - check entire system annually for leaks and obstructions and clean filters and condenser coils quarterly.	10					
63		Provide shading for outdoor HVAC condenser(s).	10					
64		Use an energy management software to control lighting and HVAC systems.	10					
65		Reduce your urban heat island affect with either a certified Cool Roof or Cool Pavement (may need to ask property manager is action is implemented).	10					
66		Established and implemented a Climate Action Plan.	10					
TOTAL SCORE: Must receive a minimum 125 points			400					

Additional Information: any additional information you would like to share about your business