

OBBG Green Assessment Checklist

Our Mission

Our mission is to assist our members in creating environmentally friendly properties while maintaining our commitment to quality and service for our guests.

Green Philosophy

- Proclaim your commitment to business practices that promote the sustainability of our planet's natural resources.
- Integrate that commitment into exemplary guest services.
- Align your spending and vendor choices to reflect your business values.
- Network with other organizations that share your determination.
- Set achievable goals and design a realistic framework for success.
- Evolve your goals as the business at your Inn grows.

Although all of our members utilize some sustainable practices daily, those displaying the Green Inspected Inn logo have completed a **minimum of requirements** on the Green Assessment Checklist below.

The following checklist contains the **minimum** 15 requirements to be part of the OBBG Green Program. If you are interested in achieving more than the 1 leaf certification, we can send you the comprehensive list.

Each checklist item is worth one (1) point. Additional items, if approved, are equal to one (1) point. The fifteen required items **do not** count toward your final score. At the end of each section, add the number of fulfilled initiatives in that category to find the subtotal.

1-Leaf Certification

An Inn must meet the **fifteen required** items in order to become certified. These items are listed in **bold** at the beginning of their respective categories.

2-Leaf Certification

To become certified at the 2-leaf level, an Inn needs to fulfill the 1-leaf requirements and at least three (3) items in each category (except Renewable Energy, Architecture, Grounds, Food and Environmental Policy) and a total of 25 points.

3-Leaf Certification

To become certified at the 3-leaf level, an Inn needs to fulfill the 2-leaf requirements and a total of 50 points.

4-Leaf Certification

To become certified at the 4-leaf level, an Inn needs to fulfill the 2-leaf requirements and a total of 75 points.

(On-site verification by OBBG staff will be required for 3 and 4 leaf Certification.)

Guest/Employee Awareness

- 1. Innkeeper can demonstrate effective sustainable management.**
 - a. Property has a green program in place and documented with goals and objectives for environmental initiatives.**
 - b. Innkeeper provides periodic training to employees regarding their role in the management of environmental, socio-cultural, health, and safety practices.**
 - c. Innkeeper can measure employee and guest satisfaction/ feedback and corrective action taken where appropriate.**
- 2. Employees and Guests are aware of the Green Program by use of an informational plaque, lobby signage, website, marketing or declaration page in in-room materials stating Inn's commitment to greener practices.**

Water Conservation Water is increasingly becoming an important resource. Saving water also saves valuable resources.

- 1. Water usage is tracked and reviewed month to month.**
- 2. Linen Reuse Program in place.**
- 3. Towel Reuse Program in place.**

Energy Conservation Energy is the area that can provide the most benefits. It's important to conserve energy through efficiency and behavioral changes.

- 1. Energy usage is tracked and reviewed month to month.**

Waste Reduction Reduce, Reuse, and Recycle standards in use, taking full advantage of local recycling services.

- 1. Recycling program in place for the Inn, i.e. consumed items, such as metal cans, plastic bottles, corrugated cardboard, glass, electronics and paper.**

Air Quality

- 1. 100% interior smoke free environment.**
- 2. HVAC System filters changed per scheduled maintenance and ducts cleaned annually.**
- 3. HVAC System checked for mold and bacteria annually.**

Toxic-Free Environment Ensure that your Inn's indoor environment is toxic-free will help customers feel better, and it will contribute to long-term health.

- 1. Chemical storage areas (except basic cleaning chemicals) have no floor drains or drains are plugged.**
- 2. All chemicals (cleaning, pool, maintenance) are properly marked and stored.**
- 3. Storage areas are checked monthly for chemical leaks.**
- 4. Biodegradable non-toxic / nature based products used whenever possible (cleaning, herbicides, insecticides, pest control).**
- 5. Detergents contain 0.5% phosphorous or less.**

When the self-assessment is complete, please e-mail, mail or fax it to OBBG Green Team.

Sample Environmental Policy

The management and staff of the [INSERT INN NAME] believes that to achieve its goals of becoming a Green Inspected Inn, it must lead, not only economically, but environmentally and socially as well. The company understands that it is in a prominent position to affect the environment of the OBBG. Its objective is not only to sustain the environment for its descendants, but also to rehabilitate the damage previously done.

[INSTERT INN NAME] believes that its corporate responsibility goes beyond its proprietary borders and it endeavors to cooperate with its neighbors and suppliers to develop its business in a sustainable manner. Every effort will be made to conserve resources throughout operations. When purchasing, we will seek products and services of local origin and that are environmentally benign. [INSTERTINN NAME]'s success will be determined on a yearly basis with a commitment to improve. Furthermore, the company will not only meet existing environmental laws and regulations, but also go beyond the status quo and seek techniques and approaches that position it ahead of its competition.

Our policy toward the environment will be readily available and promoted to business partners and guests. Growth of the company depends on its abilities to minimize or eliminate impacts on surroundings. Ultimate success depends on the environment of the OBBG; without a beautiful region, customers will cease to come. [INSERT INN NAME]'s future and the future of our environment are interconnected.

Our policy toward the environment will include quantifiable goals. Our goals include:

Reducing our energy use by _____ % by _____.

Reducing our water use by _____% by _____.

Reducing our solid waste by _____ % by _____.

Reducing our toxic and hazardous materials by _____ % by _____.

Notes Section:

Note
