



EnviroCertified

Local Government

Business Info

Business Name: _____ Business Phone Number: _____
 Street Address: _____
 Zip Code: _____ City: _____ Business Website: _____

Contact Info

Name: _____ Phone Number: _____
 Email Address: _____

PPA Visit Date: _____ PPA Specialist's Name: _____

Certification Date: _____

Business has met all the requirements of the PPA visit.

Equipment/Vehicle Maintenance

- _____ Vehicle fueling is done in a covered space, away from and protecting catch basin, drywells, and storm drains.
- _____ Vehicle wash water is discharged to an oil/water separator connected to a sanitary sewer.
- _____ Vehicles are checked for leaking fluids which are drained and/or contained immediately and promptly repaired.
- _____ Used oil filters are punched or crushed and drained (at least 24 hours) to reclaim the maximum amount of oil prior to filter disposal.
- _____ Company vehicle travel is managed for fuel efficiency (i.e. planned routes).
- _____ An oil/water separator is installed before the sanitary sewer connection, and it is operational.
- _____ The oil/water separator is checked regularly for oil and sludge and pumped as needed. Sludge is disposed of as dangerous waste or tested prior to disposal as solid waste.
- _____ Detergents are not discharged into the oil/water separator system.
- _____ A dishwasher style (aqueous spray cab) washer is used rather than or with a solvent parts washer.
- _____ A solvent parts washer, covered, closed to reduce evaporation, and with an effective filter system, is used to reduce the amount of cleaning product.
- _____ Solvents are recycled or handled as dangerous waste and not discharged into the oil/water separator system.
- _____ On-site solvent recycling equipment meets air quality and fire codes.
- _____ Higher flash point solvents or aqueous solutions are used to reduce evaporation and fire hazards.
- _____ Spigots, pumps, and funnels are used when pouring solvents and cleaners.
- _____ Parts cleaner service is scheduled to match volume and frequency needs.
- _____ Dangerous products and materials are used sparingly, and according to manufacturers' directions.
- _____ Employees are trained to properly handle all mercury containing items.

Painting

- _____ Water based paint is used whenever possible.
- _____ Oil-based paint is used sparingly and disposed of as dangerous waste.

Paint brushes or paint rinse water is never dumped into a street, gutter, or storm drain.

Painting products are stored in a covered area away from storm and floor drains.

Water-based paint brushes are rinsed, after as much paint has been wiped off and removed as possible, in a sink that drains to the sanitary sewer.

Left over paint is donated or saved for use on a future project.

Empty water-based paint containers are dried and put in the trash.

Pool Maintenance

All chemicals are labeled (in the original containers) and properly stored.

If there is a floor drain in the pool room with chemicals, a spill kit is maintained near the drain.

All wastewater must be disposed of in a manner approved by the local authority or the Washington State Department of Health (DOH)

All filter backwash water is disposed to sewer

Landscaping Management & Policies

Employees receive training on the IPM/Organics program.

Staff who apply pesticides are licensed in accordance with Washington State Department of Agriculture (WSDA) regulations.

Pesticide application records are maintained in accordance with WSDA requirements.

Pesticides are applied only after specific diagnosis of a pest or disease problem, as opposed to calendar-based applications, and only after trying non-pesticide solutions.

All fertilizers used are currently registered in the State of Washington and meet the heavy metals and phosphorus criteria.

Phosphorus use is minimized.

Annual usage data is tracked for fertilizers, pesticides, dormant oils, and herbicides.

Mulch mowing is used where possible.

Rakes and brooms are used to collect dirt and debris rather than using leaf blowers or hoses.

Landscaping: Water Conservation

Landscape watering system is adjusted seasonally to use the least amount of water possible.

Sprinklers are adjusted so that water is kept off sidewalks, driveways, streets & hardscapes.

Irrigation sprinklers are adjusted at least 4 times a year or more, based on weather conditions.

Drip or soaker irrigation is installed in shrub beds when feasible.

Rain shut-off devices are installed in irrigation systems at 50% or more of the new design sites.

Design & Installation: drip irrigation, rain sensors, rain shut off device, evapotranspiration or water budgeting clocks, pervious surfaces or other low impact landscaping ideas are applied.

Mowing height is adjusted for grass type. A minimum mowing height between 2-3 inches is used. This does not apply to athletic fields, golf courses, or bent grass turf.

Native, drought tolerant, disease, and/or pest resistant plants are recommended as a part of all landscape designs.

Landscape designs incorporate water conservation principles.

A water conservation policy is in place and staff is trained in conservation.

Landscaping Tree Care

At least a one-foot radius of open, plant-free, mulched soil is maintained around newly planted trees.

International Society of Arboriculture (ISA) certified arborists are frequently used for diagnosing problems, evaluating hazards, and large pruning jobs.

Root zones of existing trees are protected during construction.

Landscaping Maintenance and Education

Knowledgeable staff is available to answer employee questions about plant problems and horticultural concerns, such as pests or diseases and the least toxic treatment alternatives.

At least one staff member is degreed, certified, or formally trained in horticultural practices or plant pests and diseases (horticulture, botany, IPM, arboriculture, urban forestry, plant pathology, landscape design, etc.).

At least one staff member has specialized training in water/irrigation management/design.

Sustainable landscaping practices are a major priority in the design and maintenance work we discuss with contractors, suppliers, and residents.

Use of chemicals, fertilizer, herbicides, and pesticides is monitored.

Staff are trained on all chemical applications to reduce over spraying on paved surfaces.

Residents receive billing inserts, door hangers, or mailers about low impact landscaping, irrigation maintenance, and disposal options for pruning wastes.

General Maintenance

Waste and recycling containers are properly labeled, easily accessible, closed when not in use, and inspected regularly.

Waste and recycling containers are placed together to reduce contamination.

Water leaks are repaired immediately.

Chemicals, grease, or dangerous waste are not dumped down the drain.

We conduct routine inspections on our property - such as outdoor storage, waste containers, dumpsters, and drains - to identify and prevent possible contamination sources.

Product container lids are kept closed when not in use.

We use environmentally friendly cleaning products such as Green Seal, ECOLOGO, EPA's Safer Choice, etc.

We have replaced disposable cleaning cloths such as shop cloths or paper towels with reusable cloths.

Waste receptacles are in the bathrooms so that only toilet paper and seat covers are flushed.

Stormwater

There are no improper connections to storm drains and an "only rain down the drain" policy is followed.

Stormwater drains are clearly labeled as "no dumping".

Wash water with soap, detergent, or cleaning product doesn't go down the storm drains.

Company vehicles are washed off-site at a commercial facility.

Rakes and brooms are used instead of leaf blowers or hoses when removing dirt and debris.

Inventory Management

Shipments are inspected for leaks or damage before they are accepted.

Vendors take back damaged or unused products.

We use an inventory system to streamline product purchasing and prevent overstock.

Stock is organized by the to be used by, purchase, or expiration date.

Shelf life is considered when purchasing products.

Office supplies are reused/recycled whenever possible.

Recycled products are purchased whenever possible.

When replacing electronics, computers or furniture, eco-friendly/sustainable products are purchased such as Energy Star, EPEAT, etc.

Employee Training

All employees receive proper product storage, waste disposal, and spill cleanup training.

Employees are trained as to why wastewater is not put in the storm drain and their role in protecting the aquifer.

Manufacturer's instructions for all products are followed.

Pollution prevention handouts provided during the PPA visit are made available to employees.

Employees have been made aware of the Waste Directory and know how to access it.

Waste Reduction

Dangerous waste hauling service is scheduled to match volume and frequency needs.

Equipment is repaired, instead of replaced, when possible.

Reduction, reuse, recycling, or elimination of all wastes produced has been explored. Specific procedures have been added to improve our practices overall.

We review our disposal and recycling records monthly to monitor the amount of waste generated and evaluate progress in reducing waste, as well as to maintain SQG status.

Energy consumption is monitored to identify areas for improvement.

Motion sensors, LEDs, or natural lighting is used.

Electronic communication with employees and customers is used whenever possible. Printer settings default to double-sided printing.

A materials reuse/exchange location is available.

Community

We participate in, and/or sponsor, neighborhood clean-ups or other projects in our community to encourage environmental stewardship. Provide specific examples.

We participate in educating the industry leaders of tomorrow via internships, vocational tech, or college programs.

We research, purchase and stay current on new technologies, products, or service innovations that reduce waste or prevent pollution.

We encourage other businesses to become EnviroCertified.

We encourage our customers to support other EnviroCertified businesses.

We support other certified businesses in our community whenever possible.

We advertise our EnviroCertified status in our customer outreach materials (website, social media, ads, newsletters, etc.).

We promote the Waste Directory to customers.

Other:

If there are other sustainability actions that you are taking that aren't included in this application, please list them below.

Visit Notes: