

BUILDING & OPERATIONS

1. ☐ 100% of mobile work lights are LED AND/OR $\geq 90\%$ of building lighting is LED
2. ☐ $\geq 60\%$ of all operations related equipment are energy efficient (On site heaters, AC units, office equipment, kitchen appliances, etc.)
3. ☐ All generators and mobile power sources used are low-emission alternatives to conventional gas or diesel-powered equipment (e.g., battery storage systems, hydrogen fuel cell generators, or generators with eco-mode)
4. ☐ All tools are turned off and unplugged when not in use AND at the end of the workday
5. ☐ Reusable drop cloths and/or recyclable materials (i.e. Ram Boards, cardboard on-site, etc.) are used instead of plastic sheeting
6. ☐ Actions have been taken to reduce heat loss into unoccupied areas (zipper doors, thermal blankets, etc.)
7. ☐ Shop/office generates renewable energy such as solar electric OR use smart energy trailers to power/charge your tools
8. ☐ Sustainability topics are incorporated into daily on-site safety meetings

WASTE

9. ☐ Paper usage has been reduced by 40% compared to the prior year (invoices, BOLs, blueprints, payroll, client files) OR all feasible systems in place are paperless
10. ☐ Procedures in place to ensure that all organic waste and soiled paper is composted
11. ☐ Procedures in place to collect all flexible plastics (shrink wrap, plastic bags, etc.) for recycling 
12. ☐ Procedures in place to collect all paper, cardboard and mixed containers (ex. cans, cartons, jugs) for recycling
13. ☐ All electronics, equipment, appliances and batteries are repaired, redistributed, or recycled
14. ☐ Waste streams are regularly inspected and have $< 5\%$ contamination rates
15. ☐ Top waste stream by volume is diverted from the landfill
16. ☐ ≥ 1 industry specific waste stream is being diverted from landfill (Insulation, paint canisters, drywall etc.)
17. ☐ Waste diversion stations are placed strategically around the job site and have clear signage OR advocate for improvements as needed
18. ☐ ≥ 1 traditionally single-use item is replaced by a reusable alternative (ex. coffee mug, water bottle, paint brush/stir stick, ear plugs, eye protection etc.) 
19. ☐ Company policy is in place to help reduce overall waste generation (ex. reusable pallets, off cuts are prioritized, single-use cups aren't allowed on-site etc.)
20. ☐ Waste diversion techniques are evaluated annually and adjustments are made to improve diversion rates

WATER

21. ☐ Tap water consumed rather than bottled water at all sites 

22. ☐ Water in operations, processes/rules are in place to not be wasteful and ensure efficiency (ex. Vacuum-assisted wet cleanup, HEPA wet/dry vacuum) OR businesses do not use water in their operations 
23. ☐ Spill kits are available on site and in vehicles and staff has been trained on using them
24. ☐ Toxic materials or by-products are disposed of in compliance with hazardous waste regulations 
25. ☐ Water used in vehicle washing has been measurably reduced (e.g. less frequent washing, improved water efficiency, water recycled/reused at truck wash station) 

TRANSPORTATION

26. ☐ ≥ 1 company vehicle has been replaced or undergone significant retrofits to reduce emissions OR fleet has been right sized for its intended job.
27. ☐ ≥ 1 company vehicle is a low-emission alternative to conventional gas/diesel vehicles (e.g., EVs or PHEVs)
28. ☐ $\geq 50\%$ of staff commute to work by bike, transit, carpooling, EV or walking
29. ☐ No Idling Policy is implemented for combustions engine vehicles and equipment OR there are no combustion engine vehicles in the fleet
30. ☐ Actions are implemented to reduce transit emissions (Ex. strategic route planning, bulk purchases, car pooling, day length established based on distance to work-site)

PURCHASING & PRODUCTS

31. ☐ $\geq 50\%$ of materials used are certified sustainable (E.g., FSC, low-VOC adhesives/paint. GREENGUARD, ECOLOGO)
32. ☐ $\geq 30\%$ of material inputs contain recycled content or are reclaimed
33. ☐ Materials and tools are selected for longevity to reduce future waste (BIFL principle)
34. ☐ Inventory system in place to track materials and avoid over-ordering
35. ☐ $\geq 80\%$ of cleaning products used on site or for post job clean-up are eco-friendly (non-toxic & biodegradable) 
36. ☐ $\geq 50\%$ of products/materials are purchased from local suppliers
37. ☐ Advocate to suppliers for eliminating unnecessary packaging from products received

CLIMATE ACTION

38. ☐ $\geq 20\%$ of team is certified or trained to implement technologies and systems to minimize environmental footprint
39. ☐ Business related emissions are measured and reduction plans and targets are set
40. ☐ ≥ 1 initiative in place to help sequester emissions or support environmental initiatives

SOCIAL

41. ☐ Ownership and/or staff volunteer in a community event or charitable activity OR pro-bono hours are donated (≥ 1 day per year)

TRADES CHECKLIST

- 42. ☐ Annual donations made to local environmental or community related charities and non-profits, at an amount of ≥ \$50 per full-time employee
- 43. ☐ Environmental values and actions are posted publicly online
- 44. ☐ Company has taken meaningful action in alignment with Action #92 of the Truth & Reconciliation Commission Report OR is Indigenous owned
- 45. ☐ Staff actively educate clients on relevant environmental and sustainability initiatives
- 46. ☐ Employee Health and Wellness Program in place
- 47. ☐ Promotes equity, diversity, and inclusion in the skilled trades and works to support and include apprentices from under-represented groups
- 48. ☐ Staff are encouraged and supported to undertake opportunities for upskilling (climate literacy, energy efficient, new technologies/methods/processes)
- 49. ☐ Company helps raise awareness about careers in the trades (to address BC's growing trades shortage), by engaging with youth, sharing career pathways, or supporting apprenticeships and training

ADDITIONAL ACTION

- 50. ☐ Additional action- based on comparability to the actions listed above

LED = Light Emitting Diode, high-efficiency lighting

T5/T8 = High-efficiency models of fluorescent or LED lighting

EV = Electric Vehicle

LpM = Litres per Minute

LpF = Litres per Flush

(Bold text) = (Point requires documentation)

 = **"Water Friendly Business"** points for plastic reduction. 11, 18, 21, 22, 24, 25 and 35 **MUST** be completed to become certified as a Water Friendly Business by Surfrider Foundation Canada

PROGRAM ELIGIBILITY

Eligible businesses must:

1. Be a registered business, not-for-profit or charity. If you are a franchise, brand, division or subsidiary, the local manager must submit the application
2. Be located in British Columbia. If your organization has multiple locations, each would have to undergo the certification process individually

Reasons for ineligibility may include:

1. If a business operates in any of the following industries: weapons, gas/oil/coal, or manufacturing of pesticides, synthetic fertilizers or plastics
2. If your business is known to have a poor record in any of the following areas: product integrity, worker/labour abuse, environmental responsibility
3. Home based business without significant separate business operations (mixed used facility with residential)

REQUIRED DOCUMENTATION

- 39. Provide documentation of publicly available emissions measurement, reduction plan, and actions
- 40. Provide receipts for carbon sequestration projects

Additional Action Verifiers may award an extra point for an additional action your business has taken to reduce its environmental impact and/or positively impact the community.

DEFINITIONS

Eco-friendly Cleaners cause less harm to human health and the environment when compared to other competing products and services. Look for products that are biodegradable, pH balanced, EcoLogo™ Certified, Green Seal™ Certified, etc.

EcoLogo™ is an environmental standard and certification for products and services based in North America. EcoLogo™ provides assurance that products and services bearing meet stringent environmental standards and are verified by a third-party auditor.

ENERGY STAR® is an international symbol that identifies products as the top efficiency performer in their category. ENERGY STAR® is a government/industry partnership that makes it easy for businesses and consumers to save money and protect the environment.

Health and Wellness Programs recognize the importance of protecting and promoting employee health and wellness. Examples include point programs, yoga/meditation classes, physical activities, corporate lunch and learns, and wellness challenges.

Low Emission Vehicle is a vehicle that has an average (city/highway) fuel efficiency rating of 35 miles per gallon (15 km per litre) or more.

Office Equipment includes computers and laptops, printers, multi-functional devices, and televisions.

Verified Carbon Credits result from projects that have been verified for their role in reducing, avoiding or sequestering carbon dioxide emissions or equivalent emissions such as methane gas. All carbon offset projects must meet certain standards and criteria and receive verification from a recognized independent third party.



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