

Green Acorn Restaurant Certification Checklist



Name of Business: _____

Name of Business Contact: _____

Phone Number: _____

Email Address: _____

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All items in the *Restaurant Standards* are requirements

If a requirement is not applicable to your business (ex. your business does not have a refrigerator, so the requirement for refrigerators does not apply to your business), please record this in the *Notes* section below. Also, record any creative efforts being pursued. These notes will be verified by an on-site consultant.

Notes (list non-applicable requirements, creative efforts, etc.):

Green Acorn Restaurant Standards

Waste Management

Proper Waste Disposal

- Ensure that the proper disposal of all waste, both garbage and recyclables, is written in business policy and is achieved*

Minimize Production of Waste

- Educate employees about recycling, composting, waste reduction, etc.*
- Minimize use of disposable dishes/utensils for dining in and employees*
- Eliminate purchasing/use of Styrofoam and plastic bags*
- Choose recycled materials for paper products (menus, napkins, janitorial paper)*
- Minimize use of individually wrapped items. Use bulk straws, condiments, salt, pepper, sugar, etc.*

Maximize Reuse and Recycling

- Designate a recycling coordinator(s)*
- Recycle or reuse paper, including cardboard, paperboard, newspaper, and office paper*
- Recycle metal containers, glass containers, plastic containers (code 1 and 2), aluminum, clean cartons*
- Collect items prohibited from the garbage (batteries, CFL's, electronics, cell phones, etc.) and ensure they are safely disposed of*
- For restaurants without table service, set up recycling and composting location for customers*

Pollution Prevention

Outdoor Air Quality

- Evaluate each area of business and identify actual and potential sources of pollutions, and ways to prevent it*
- Establish a no-idling policy that requires fleet and personal vehicles to be turned off when loading and unloading*

Indoor Air Quality

- Work with janitorial service, building maintenance staff, or other service providers to use green cleaning products/safer alternatives to potentially harmful products (low toxic cleaning products, such as Green Seal certified cleaning products)*

Water Quality

- Regularly check and maintain storm drain openings and basins*
- Keep litter, debris, and soil away from storm drains*

Hazardous Materials

- Assess your business to develop an inventory of hazardous materials (cleaning products, pesticides, fertilizers) in use and identify ways to reduce their use*
- Make safe disposal of hazardous substances part of business policy*

Resource Conservation

Water Conservation

- Review water bill monthly and look for indications of irregularities (leaks, spikes, etc.) and check for leaks every 6 months (can use leak detecting tablets for toilets)*
- Use low flow pre-rinse nozzle for dish scraping/pre-cleaning (will lower heating and water costs)*
- Dishwashers: operate dishwashers only when fully loaded*
- Post signs in restrooms and kitchens to encourage water conservation*
- Soak dirty pots and pans versus cleaning with running water*
- Hand scrape dishes before loading into dishwasher*
- Do not use constantly running water to melt ice or thaw food*
- Turn off food preparation faucets not in use*
- Change window cleaning schedule from 'periodic' to 'as required'*

Energy Conservation

- Institute a written policy for turning off electronic devices, lighting, and room cooling units during non-work hours and for closing blinds during peak summer period or use ceiling fan to reduce A/C load*
- Complete regularly scheduled maintenance on HVAC (heating, ventilation, and air conditioning), clean/change filters several times per year, and check entire system each year for coolant and air leaks, duct sealing, clogs, and obstructions of air intake and vents*
- Inspect and repair economizers on AC systems*
- Replace incandescent bulbs with low-mercury compact fluorescents bulbs*
- Replace T-12 fluorescent lamps with T8 or T5 lamps with electronic ballasts, or lighting with equivalent performance*
- Use weather stripping (weatherizing and caulking) to seal air gaps around doors and windows; block and/or insulate unneeded windows or other openings*
- Set thermostat to 72° (or warmer) F for A/C and 68° (or cooler) for heating*
- Set refrigerator temperature between 38°F and 41°F and the freezer between 10°F and 20°F*

Environmental Awareness

- Inform customers about your business' environmental efforts (post Green Acorn decal and certificate in visible location, post policy, etc.)*
- Adopt a written environmental policy statement stating your business' commitment to the Green Acorn program and this checklist*
- Train new employees on green business procedures and practices*
- Conduct periodic all-staff presentations on environmental policy*