

BUILDING & OPERATIONS

1. All exit signs are LED and open/closed signs are either LED or non-energy using
2. All thermostats set to 16°C when space is typically unoccupied (manual or automated)
3. All hot water pipes are insulated
4. **Renewable natural gas purchased to offset fossil fuel natural gas OR electrical burners used in place of natural gas**
5. ≥ 75% of bulb lighting is LED and 100% of tube lighting is T5/T8 fluorescent or LED
6. Motion sensors installed in less busy areas (e.g. washrooms, hallways, storage spaces) and/or "Lights Off" signage posted at light switches
7. ≥ 75% of office equipment such as printers, computers, laptops and photocopiers are ENERGY STAR® Certified
8. ≥ 75% of cooking appliances are ENERGY STAR® Certified
9. ≥ 75% of refrigeration appliances are ENERGY STAR® Certified
10. All cooling equipment is well-insulated and doors are kept tightly closed
11. ≥ 75% of dishwashing appliances are high-efficiency (listed on FortisBC or BCHydro suggested appliances)
12. ≥ 75% of sink stations have hand towels or *efficient hand dryers* in place of conventional dryers or paper towel
13. Range hood fan has variable speed control and is turned down/off during slow hours
14. Patio heaters are infrared or electric models OR blankets are provided as an alternative to outside heaters
15. Windows are double paned or draft-proofed and entrances and exits have been draft-sealed
16. Ceiling fans are used to re-circulate waste heat (for high roofed spaces)
17. Boiler system is ENERGY STAR® Certified or is listed under FortisBC's Efficient Boiler program
18. High efficiency hot water tank or on-demand water heating system installed
19. Building generates solar, wind, geothermal, micro hydro power and/or solar hot water

WASTE

20. Specials are listed on menu boards (chalk or white boards, screens, etc.) rather than printing daily/weekly specials
21. All printers set to double-sided and/or both sides of paper is used before being recycled
22. **Paper, compostable or reusable straws used in place of plastic straws (MANDATORY)** 
23. All food waste and soiled paper are composted
24. All soft plastics (shrink wrap, plastic bags, etc.) are recycled
25. At least one other hard-to-recycle item is being recycled (e.g. foil-lined bags, appliances, Styrofoam, batteries, etc.)
26. Fat, oil, and grease is collected for use as bio-fuel

WATER

27. **Bottled (still) water is not purchased** 
28. All faucets employ ≤ 6.0 LpM aerators
29. Low-flow spray nozzles (≤ 6.0 LpM) installed in dishwashing area
30. All toilets are ≤ 6.0 LpF, urinals are ≤ 1.9 LpF

TRANSPORTATION

31. Bicycle parking provided for staff and customers
32. ≥ 50% of staff commute to work by bike, transit, carpooling or walking
33. ≥ 50% of local couriering/deliveries made by low or zero-emission transport (e.g. bicycle, EV, hybrid, smart car) OR deliveries/courier services have been reduced by ≥ 50%
34. ≥ 50% of company-owned vehicles are low or zero-emission models (e.g. bicycle, EV, hybrid, smart car)

PURCHASING & PRODUCTS

35. At least three major paper products have ≥ 50% post-consumer recycled content
36. ≥ 75% of cleaning products are *eco-friendly* 
37. **Take-away containers are compostable** 
38. **Business does not distribute single-use plastic bags to customers (MANDATORY)** 
39. Use hydrogen peroxide bleach as an alternative to chlorine bleach
40. ≥ 3 main ingredients are *organically grown*
41. ≥ 30% of menu is low-carbon protein options
42. ≥ 80% of seafood purchased is Ocean Wise™ Certified
43. ≥ 3 main ingredients are grown on Vancouver Island
44. Purchases ≥ 20% of all beverages (alc. & non-alc.) produced in BC

CLIMATE ACTION

45. **Emissions are measured and reduction plans and targets are set, all are communicated to staff and public**
46. **All emissions are offset with verified carbon credits**

SOCIAL

47. ≥ 50% employees volunteer in a community event or charitable activity on company time (≥ 1 day per year)
48. Annual donations made to local environmental or community-related charities and non-profit's, at an amount of ≥ \$50 per full-time employee
49. **Environmental sustainability is incorporated into the hiring process, employee orientations and training programs**
50. Environmental values and actions are posted publicly (either online or on premises)
51. Employee Health and Wellness Program in place
52. Employee traditional benefits package in place that contains one or more benefits (health/dental insurance, RRSP plan, short-term disability coverage, etc.)

RESTAURANT CHECKLIST

ADDITIONAL ACTION

53. Additional action- based on comparability to the actions listed above (see below for more info)

LED = Light Emitting Diode, high-efficiency lighting
T5/T8 = High-efficiency models of fluorescent lighting
EV = Electric Vehicle
(Bold) = (Point requires documentation)



= "Surfrider Approved" points for plastic reduction. Point #22 and #38 plus one additional Surfrider point will result in an additional "Surfrider Approved Business" Certification.

PROGRAM ELIGIBILITY

Restaurant: Any food service business or cafe where customers purchase food and beverage products on site.

Eligible businesses must:

1. Have a maximum of 100 full-time equivalent employees
2. Be a registered not-for-profit, charity or business. If you are a franchise, brand, division or subsidiary, the local restaurant manager must submit the application
3. Be located on Vancouver Island. 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)

RESOURCES

For more information on rebates and incentive programs and how you can make your business more sustainable while improving your brand appeal, retaining staff, and reducing operating costs visit:

<http://www.vigbc.ca/resource-list.php>

REQUIRED DOCUMENTATION

4. Proof of purchase for renewable natural gas
45. Provide documentation of publicly available emissions measurement, reduction plan, and actions
46. Provide receipts for purchase of verified carbon credits
47. Provide relevant materials from employee manual
49. Provide relevant materials from employee manual

Additional Action we understand every business is different. You are welcome to describe an additional action your business has taken to reduce its environmental impact and/or positively impact its community. Your VIGBC Verifier may be able to award credit for one action, depending on its comparability to the actions listed in the VIGBC checklist.

DEFINITIONS

Certified Organic products are food and fibres that are certified to be grown and processed without using synthetic fertilizers or pesticides. Products that claim to be organic must be certified by a certification body that has been accredited by the Canadian Food Inspection Agency (CFIA).

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.

Green Seal™ is an independent non-profit organization dedicated to safeguarding the environment by promoting the manufacture, purchase, and use of environmentally responsible products and services. Green Seal™ ensures that products meet rigorous, science-based standards for human health and 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.

High Efficiency Hand Dryers use less energy than conventional dryers. VIGBC will consider Green Seal™ Certified, ENERGY STAR® Certified or equivalent as a high efficiency hand dryer.

High Efficiency Hot Water Tank are those that perform ≥ 90% efficiency. VIGBC has a list of eligible high efficiency hot water tanks as provided by FortisBC.

Low-Carbon Proteins have less than ~3 kg CO₂e emissions associated with production of 1kg. These include poultry, seafood, legumes and insects. For red meat 90% of the emissions associated with raising and processing, while only 10% is attributed to transportation.

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.

Ocean Wise™ products recognize sustainable seafood sources. Sustainable seafood is defined by Ocean Wise™ as species that are caught or farmed in a way that ensures the long-term health and stability of that species and the greater marine ecosystem.

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

Renewable Energy Credits recognized energy companies that utilize environmentally friendly electricity generation (solar, wind, or bio-energy). Businesses can purchase these credits to reduce their environmental footprint and support green energy generation.

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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