



**WESTSHORE CHAMBER OF COMMERCE**

**Completed Actions: 25**

**Verified: October 10<sup>th</sup>, 2017**

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Program Lead**




## BUILDING & OPERATIONS

- All non-emergency lights are turned off at night
- Computers and monitors set to sleep when not in use
- Motion sensors installed in less busy areas and/or "Lights Off" signage posted at light switches
- All thermostats set lower when space is unoccupied
- ≥ 75% of office equipment such as printers, fax machines, and photocopiers are ENERGY STAR® Certified
- ≥ 50% of bulb lights are LED and all fluorescent tube lighting is T5 or T8


## TRANSPORTATION

- Bicycle parking provided for staff and clients
- Video or voice conferencing technology used to minimize travelling to/from meetings


## WATER

- Tap water consumed rather than bottled water 
- All faucets employ ≤ 6.0 LpM aerators
- All toilets are ≤ 6.0 LpF, urinals are ≤ 1.9 LpF

## PURCHASING & PRODUCTS

- No single use products purchased for staff kitchen supplies (e.g. coffee cartridges, sugar packages, stir sticks) 
- Select caterers that are actively committed to sustainability
- At least three major office stationary supplies have ≥ 50% post-consumer recycled content
- Purchasing used office equipment, such as printers, photocopiers, and office furniture instead of new products

## WASTE

- Reusable dishware is provided for staff use in place of disposable cups, plates, cutlery, etc. 
- All printers set to double-sided and/or both sides of paper is used before being recycled
- All paper, cardboard, glass, tin and rigid plastic are reused or recycled by standards means
- All food waste and soiled paper are composted
- At least one other hard-to-recycle item is being recycled (e.g. foil-lined bags, Styrofoam™, light bulbs, electronics, appliances)

## SOCIAL

- ≥ 50% employees volunteer in a community event or charitable activity (at least one day per year)
- Environmental sustainability is incorporated into the hiring process, employee orientations, and training programs
- Environmental values and actions are posted publicly (either online or on premises)

## ADDITIONAL ACTIONS

- Additional action – based on comparability to the actions listed above: Awards are made locally using upcycled materials
- Additional action – based on comparability to the actions listed above: Advocate for preserving old growth forests on Vancouver Island

