



CERTIFICATION

**An Application to Evaluate
Your Lodging and Food Service Facility**

Welcome ...



Welcome to the S.C. Green Hospitality Alliance. This program, developed in partnership by the S.C. Department of Health and Environmental Control's (DHEC) Office of Solid Waste Reduction and Recycling and the S.C. Restaurant and Lodging Association, is designed to help hotels, motels, restaurants and other hospitality facilities go green.

The hospitality industry is a large consumer. Each facility purchases goods and services, creates and disposes of waste, uses energy and water, and, just like any individual, leaves an environmental footprint. Through its sheer size, the hospitality industry has a huge impact not only on South Carolina's economy, but on the state's environment.

Operating in an environmentally responsible fashion, the hospitality industry can lead by example with everyday, cost-effective practices that help protect and preserve the state's environment as well as the quality of life for all South Carolinians.

The sources of information for this membership application are many and varied including the Florida Green Lodging Program and the Rhode Island Hospitality Green Certification program. In addition, information was provided by the S.C. Energy Office as well as DHEC's bureaus of Air Quality and Water.

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About this Publication ...

This publication was researched, written and designed by DHEC's Office of Solid Waste Reduction and Recycling. For more information about the Office and recycling in South Carolina, call 1-800-768-7348 or visit www.scdhec.gov/recycle.

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Introduction ...



What is the S.C. Green Hospitality Alliance?

The S.C. Green Hospitality Alliance is a free, voluntary program designed to: 1) help South Carolina's hospitality industry reduce the environmental impact of its operations as well as incorporate environmental stewardship and sustainability in its business practices; and 2) promote and recognize member hotels, restaurants as well as other hospitality facilities for their environmentally conscious practices.

The program – developed in partnership by the S.C. Restaurant and Lodging Association and DHEC – provides technical assistance to help facilities begin or expand green practices such as: waste reduction, recycling and composting; energy and water conservation; green cleaning; and environmentally preferred purchasing. For facilities to become members of the S.C. Green Hospitality Alliance, they must complete a certification process centered on green practices. Hotels, motels and restaurants must be a member of the S.C. Restaurant and Lodging Association to become a member of the S.C. Green Hospitality Alliance.

How does a hotel, motel or restaurant become a member?

Each facility must complete the S.C. Green Hospitality Alliance application.

The application is divided into environmental categories (e.g., waste reduction and recycling) that cover the overall operations of a facility, (e.g., housekeeping, kitchen, office and grounds). Each environmental category has a list of environmentally friendly actions that have specific point values. For the first time, "Section 1: Environmental Awareness" requires facilities to perform eight basic tasks.

Check off all of the efforts that your facility is currently undertaking in each category. Calculate your estimated score and call 1-800-803-4272 for submission details.

Why go green?



Why should you "green" your hotel, motel or restaurant? There are many benefits.

- * **Reducing your environmental impact.** Your facility – along with South Carolina's hospitality industry – can take a leadership role in conserving natural resources, saving energy, reducing pollution and helping to protect the state's environment.
- * **Lowering operating costs.** Waste reduction, reuse and recycling may help your facility reduce its disposal costs. Energy-saving measures save money. Water-saving equipment and practices reduce costs. Some green purchasing practices help save money, too.
- * **Increasing competitiveness.** Research shows that more and more consumers are considering environmental issues when making travel plans and purchases. Green practices will enhance the marketability of your facility as an environmentally friendly business.
- * **Protecting human health.** Green cleaning supplies help protect staff and guests, protect air quality and reduce the amount of hazardous material that must be managed. Waste reduction and recycling also help to prevent pollution.
- * **Earning recognition.** The S.C. Green Hospitality Alliance can help green hotels, motels and restaurants share their success stories, promote their efforts to consumers and be recognized with an annual award.

It is not necessary to complete all initiatives listed in this application to become certified. The application is a comprehensive list of the many initiatives available to earn points. For the initiatives that are not checked, please consider adding them to your program.

Who certifies members of the S.C. Green Hospitality Alliance?

The S.C. Restaurant and Lodging Association will certify members upon receipt, review and approval of the application. Your facility will be certified at one of three levels depending on the total points earned.

What are the levels of membership?

There are three levels of membership in the S.C. Green Hospitality Alliance: One Palmetto (✳); Two Palmettos (✳✳); or Three Palmettos (✳✳✳). Each level requires a minimum number of points. For details, see page 15.

How long does the certification last?

Applications that are approved between January 1, 2013 and December 31, 2013 will be certified until June 30, 2015. Applications that are approved between January 1, 2014 and June 30, 2015 will be certified until December 31, 2015. The application has been updated to include new and improved green practices.

How can a hotel, motel or restaurant receive assistance to improve their green practices?

DHEC's Office of Solid Waste Reduction and Recycling (Office) and other partners will provide free, confidential, non-regulatory technical assistance including site visits, workshops and training.

The Office also provides best management practices and a Web site – www.scdhec.gov/greenhospitality – with success stories and the latest green practices. Call the Office at 1-800-768-7348 for more information.

Membership Benefits ...



Hotels, motels and restaurants in South Carolina that are members of the S.C. Green Hospitality Alliance receive the following benefits:

- ✳ a certificate recognizing membership;
- ✳ membership window cling (pictured below) promoting your certification;
- ✳ use of the S.C. Green Hospitality Alliance logo for marketing initiatives including signage, letterhead, flags, banners and Web pages;
- ✳ a listing of your facility on the S.C. Green Hospitality Alliance Web page – www.greenhospitalityalliance.org – and other Web sites promoting green hospitality;
- ✳ an annual award recognizing outstanding efforts; and
- ✳ free technical assistance and materials from DHEC's Office of Solid Waste Reduction and Recycling and other partners.



S.C. Green Hospitality Alliance Application for Membership



CONTACT INFORMATION:

Business Name: _____

Facility Name (if different): _____

Facility Telephone Number (for Certified Facilities List): _____

Address: _____

Contact Person: _____

Contact Telephone Number: _____ Contact E-mail Address: _____

Do you have any level of LEED certification? YES NO (If YES, please provide proof of certification.)



SECTION I: Environmental Awareness

The following eight tasks are required for certification.

1.1	<input type="checkbox"/> Assemble a green team. <input checked="" type="checkbox"/> Please list members, job titles and meeting schedule of the green team. _____ _____ _____	REQUIRED
1.2	<input type="checkbox"/> Develop an environmental policy. <input checked="" type="checkbox"/> See a sample policy at www.scdhec.gov/greenhospitality . <input checked="" type="checkbox"/> Submit a copy of the policy.	REQUIRED
1.3	<input type="checkbox"/> Advise staff of policy. <input checked="" type="checkbox"/> List where the policy is displayed. _____	REQUIRED
1.4	<input type="checkbox"/> The environmental policy is part of the new employee orientation and annual training.	REQUIRED
1.5	<input type="checkbox"/> Employee manuals, instead of taken home, are kept on site for staff.	REQUIRED
1.6	<input type="checkbox"/> The environmental policy is included in a public advertisement or publication. <input checked="" type="checkbox"/> The policy is highlighted on a poster, sign, brochure, etc.	REQUIRED
1.7	<input type="checkbox"/> Fluorescent bulbs, computers, televisions and other electronics MUST be properly managed (recycled). <input checked="" type="checkbox"/> See DHEC's E-cycle Web site at www.scdhec.gov/e-cycle and the "Proper Management of Universal Waste Lamps" fact sheet at www.scdhec.gov/environment/lwm/recycle/info_for_you.htm .	REQUIRED
1.8	<input type="checkbox"/> Purchasing preference is given to local vendors (within 100 miles).	REQUIRED



SECTION 2: Environmentally Preferred Purchasing

For assistance with the section, visit www.scdhec.gov/greenhospitality.

2.1	<input type="checkbox"/> An environmentally preferred purchasing policy is established. <input checked="" type="checkbox"/> See a sample policy at www.scdhec.gov/greenhospitality . <input checked="" type="checkbox"/> Submit a copy of the policy.	<input type="checkbox"/> 5 POINTS
2.2	<input checked="" type="checkbox"/> Recycled-content products are purchased for the facility. <input type="checkbox"/> Copy Paper (30 percent recycled-content minimum) <input type="checkbox"/> Business cards (30 percent recycled-content minimum) and include statement identifying it as recycled content. (Please provide sample.) <input type="checkbox"/> Letterhead (30 percent recycled-content minimum) and includes statement identifying it as recycled content. <input type="checkbox"/> Toilet Paper (30 percent recycled-content minimum) <input type="checkbox"/> Paper Towels (40 percent recycled-content minimum) <input type="checkbox"/> Amenities (Packaging is recycled content.) <input type="checkbox"/> Uniforms (70 percent recycled-content minimum) <input type="checkbox"/> Benches (90 percent recycled-content minimum) <input type="checkbox"/> Glassware and china DISPOSABLE PLATES, CUPS, TO-GO PRODUCTS <input type="checkbox"/> Compostable <input type="checkbox"/> Made from recycled content <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1 POINT <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT
2.3	<input checked="" type="checkbox"/> Purchased finishes for the facility. <input type="checkbox"/> Carpet (70 percent recycled-content minimum) <input type="checkbox"/> Tiles (90 percent recycled-content minimum) <input type="checkbox"/> Mats and Rugs (50 percent recycled-content minimum) <input type="checkbox"/> Wall covering (wall vinyl, no wall paper – 20 percent recycled-content minimum) <input type="checkbox"/> Window coverings and draperies (recycled content and/or renewable resource)	<input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS
2.4	<input type="checkbox"/> Remanufactured inkjet and toner cartridges are purchased.	<input type="checkbox"/> 2 POINTS
2.5	<input type="checkbox"/> Refillable dispensers are purchased versus portion-control packaging.	<input type="checkbox"/> 2 POINTS
2.6	<input checked="" type="checkbox"/> Energy-efficient (e.g., ENERGY STAR) appliances are purchased. <input checked="" type="checkbox"/> A maximum of 10 points can be earned. <input type="checkbox"/> Refrigerators <input type="checkbox"/> Fryers <input type="checkbox"/> Steam Cookers <input type="checkbox"/> Dishwashers <input type="checkbox"/> Freezers <input type="checkbox"/> Air Conditioners <input type="checkbox"/> Water Heaters <input type="checkbox"/> Washing Machines <input type="checkbox"/> Dryers <input type="checkbox"/> Ice Machines <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT
2.7	<input type="checkbox"/> Hybrid/alternative-fuel vehicles are purchased.	<input type="checkbox"/> 5 POINTS
2.8	<input type="checkbox"/> At least two vendors deliver products with returnable packaging and containers. <input checked="" type="checkbox"/> Submit a list of the vendors.	<input type="checkbox"/> 4 POINTS
2.9	<input type="checkbox"/> Integrated Pest Management is used.	<input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 2		



SECTION 3: Waste Reduction and Recycling

For assistance with the section, visit www.scdhec.gov/greenhospitality.

3.1	<input type="checkbox"/> Conduct a waste assessment. <ul style="list-style-type: none"> <input type="checkbox"/> Determine ways to reduce waste. For information on how to conduct a waste assessment, visit www.scdhec.gov/greenhospitality. <input type="checkbox"/> Submit the results. 	<input type="checkbox"/> 10 POINTS
3.2	<input type="checkbox"/> Greenhouse gas (GHG) emissions are measured.	<input type="checkbox"/> 6 POINTS
3.3	<input type="checkbox"/> To achieve climate neutrality, zero GHG emission is reached through environmental efforts. (Planting trees is not counted.)	<input type="checkbox"/> 10 POINTS
3.4	<input type="checkbox"/> Waste reduction and recycling efforts are reported to DHEC. <ul style="list-style-type: none"> <input type="checkbox"/> Contact greenhospitality@dhec.sc.gov to submit your confidential report. 	<input type="checkbox"/> 5 POINTS
3.5	<input type="checkbox"/> Copiers and printers are programmed to print double-sided copies.	<input type="checkbox"/> 4 POINTS
3.6	<input type="checkbox"/> When faxing, self-adhesive notes or stamps are used instead of cover sheets.	<input type="checkbox"/> 1 POINT
3.7	<input type="checkbox"/> Excess packaging of items delivered to the facility is reduced by at least two vendors.	<input type="checkbox"/> 2 POINTS
3.8	<ul style="list-style-type: none"> <input type="checkbox"/> Hotel amenities are provided: <ul style="list-style-type: none"> <input type="checkbox"/> in refillable dispensers; or <input type="checkbox"/> per request ONLY. 	<input type="checkbox"/> 5 POINTS <input type="checkbox"/> 3 POINTS
3.9	<ul style="list-style-type: none"> <input type="checkbox"/> Recycling program is in place with bins located in the following areas clearly marked and visible. <ul style="list-style-type: none"> <input type="checkbox"/> Submit recycling vendor/hauler or drop-off location. <input type="checkbox"/> Front of the Facility and Office(s) <input type="checkbox"/> Break Room(s) <input type="checkbox"/> Kitchen <input type="checkbox"/> Banquet Area(s) <input type="checkbox"/> Dining Area(s) <input type="checkbox"/> Catered Events (off-site) <input type="checkbox"/> Guest Rooms (lodging facilities only) <input type="checkbox"/> Hallways <input type="checkbox"/> Exteriors 	<input type="checkbox"/> 2 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS
3.10	<ul style="list-style-type: none"> <input type="checkbox"/> The following materials are recycled. <ul style="list-style-type: none"> <input type="checkbox"/> Check with your recycling vendor/hauler for correct collection procedures. <input type="checkbox"/> Aluminum cans <input type="checkbox"/> Cardboard <input type="checkbox"/> Cooking oil <input type="checkbox"/> Glass <input type="checkbox"/> Mattresses <input type="checkbox"/> Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Textiles (towels, linens, bed covering, etc.) <input type="checkbox"/> Used Motor Oil 	<input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 4 POINTS <input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 2 POINTS
3.11	<input type="checkbox"/> Employment applications are accepted on-line ONLY.	<input type="checkbox"/> 4 POINTS
SUBTOTAL for this page		

3.12	<input type="checkbox"/> Unwanted small appliances (e.g., toasters, mixers, irons) are repaired, donated or recycled.	<input type="checkbox"/> 1 POINT
3.13	<input type="checkbox"/> Used amenities are collected, then donated or recycled.	<input type="checkbox"/> 5 POINTS
3.14	<input type="checkbox"/> A use reduction plan for pesticides and fertilizers is in place. <input type="checkbox"/> Submit a copy of the plan.	<input type="checkbox"/> 2 POINTS
3.15	<input type="checkbox"/> Food scraps are composted. <input type="checkbox"/> Check with state and local regulations and requirements before starting a composting program.	<input type="checkbox"/> 10 POINTS
3.16	<input type="checkbox"/> Unused paint is recycled or donated.	<input type="checkbox"/> 3 POINTS
3.17	<input type="checkbox"/> Reusable cups, glasses, plates, utensils and napkins are used – except with to-go orders.	<input type="checkbox"/> 2 POINTS
3.18	<input type="checkbox"/> Rechargeable batteries and power tools are used.	<input type="checkbox"/> 1 POINT
3.19	<input type="checkbox"/> Yard trimmings are properly managed. <input type="checkbox"/> Mulched or composted and used on site (OPTION 1) <input type="checkbox"/> A contractor composts or mulches yard trimmings off site (OPTION 2)	<input type="checkbox"/> 5 POINTS <input type="checkbox"/> 3 POINTS
3.20	<input type="checkbox"/> The blank side of used paper is reused.	<input type="checkbox"/> 1 POINT
3.21	<input type="checkbox"/> Smaller meal portions are offered at a reduced price.	<input type="checkbox"/> 2 POINTS
3.22	<input type="checkbox"/> Reusable coffee filters are used.	<input type="checkbox"/> 2 POINTS
3.23	<input type="checkbox"/> Bottled water is not served on site (excluding vending machines for hotels).	<input type="checkbox"/> 4 POINTS
3.24	<input type="checkbox"/> A reusable mug/cup program is available. This program offers drinks at a discounted price when refilling a restaurant-provided (or purchased) mug. <input type="checkbox"/> Available to staff <input type="checkbox"/> Available to guests	<input type="checkbox"/> 1 POINT <input type="checkbox"/> 1 POINT
3.25	<input type="checkbox"/> Cafeteria trays are reused.	<input type="checkbox"/> 2 POINTS
3.26	<input type="checkbox"/> Table coverings have been eliminated.	<input type="checkbox"/> 1 POINT
3.27	<input type="checkbox"/> Hand dryers with sensors are used in rest rooms instead of paper towels.	<input type="checkbox"/> 1 POINT
3.28	<input type="checkbox"/> Paperless check-in and/or check-out is offered (for LODGING FACILITIES ONLY).	<input type="checkbox"/> 3 POINTS
3.29	<input type="checkbox"/> Newspapers are centralized and delivered by request only.	<input type="checkbox"/> 3 POINTS
3.30	<input type="checkbox"/> Excess food from events is donated to food banks or other similar organizations.	<input type="checkbox"/> 1 POINT
3.31	<input type="checkbox"/> Educational material – to promote waste reduction and recycling – is provided. <input type="checkbox"/> Submit samples of educational material.	<input type="checkbox"/> 5 POINTS
SUBTOTAL for this page		
SUBTOTAL from the previous page		
TOTAL POINTS for SECTION 3		



SECTION 4: Energy Efficiency

For assistance with the section, visit www.scdhec.gov/greenhospitality.

4.1	<input type="checkbox"/> Conduct an energy assessment to see how much energy your facility uses. <input checked="" type="checkbox"/> Determine ways to save energy. Visit www.scdhec.gov/greenhospitality for ideas. <input checked="" type="checkbox"/> Submit the assessment results.	<input type="checkbox"/> 5 POINTS
4.2	<input type="checkbox"/> Power-saving features on office equipment are activated.	<input type="checkbox"/> 1 POINT
4.3	<input type="checkbox"/> Computers and other electronics are turned off when not used. <input checked="" type="checkbox"/> Turn off the power strip to save additional energy.	<input type="checkbox"/> 1 POINT
4.4	<input type="checkbox"/> Hot water is not used in washing machines when not required for sanitation purposes.	<input type="checkbox"/> 3 POINTS
4.5	<input type="checkbox"/> Lighting fixtures are cleaned regularly.	<input type="checkbox"/> 1 POINT
4.6	<input type="checkbox"/> Cleaning equipment is properly maintained.	<input type="checkbox"/> 1 POINT
4.7	<input type="checkbox"/> The exhaust hood is turned off when stove(s) is not in operation.	<input type="checkbox"/> 3 POINTS
4.8	<input type="checkbox"/> Elevator energy is managed efficiently.	<input type="checkbox"/> 5 POINTS
4.9	<input checked="" type="checkbox"/> LED lighting is used. <input type="checkbox"/> 50 percent of the property or more <input type="checkbox"/> Up to 50 percent of the property	<input type="checkbox"/> 10 POINTS <input type="checkbox"/> 5 POINTS
4.10	<input checked="" type="checkbox"/> Programmed light timers and motion sensors are used. <input type="checkbox"/> Exterior and signage	<input type="checkbox"/> 1 POINT
4.11	<input type="checkbox"/> Natural light is used in place of artificial lighting when possible. <input checked="" type="checkbox"/> Please note that businesses have minimum lighting requirements for working areas and during cleaning operations in the facility.	<input type="checkbox"/> 2 POINTS
4.12	<input checked="" type="checkbox"/> Vending machines are energy efficient. Choose one below. <input type="checkbox"/> Vending misers are on all vending machines. <input type="checkbox"/> Lights are turned off in all vending machines. <input type="checkbox"/> Vending machines are ENERGY STAR certified.	<input type="checkbox"/> 3 POINTS <input type="checkbox"/> 2 POINTS <input type="checkbox"/> 3 POINTS
4.13	<input checked="" type="checkbox"/> Low-E* windows are installed. (*low-emissivity) <input type="checkbox"/> Low-E double-pane or thermopane windows <input type="checkbox"/> Low-E window film <input type="checkbox"/> Standard window films (reflective and lower-reflectance films)	<input type="checkbox"/> 10 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 3 POINTS
4.14	<input checked="" type="checkbox"/> Temperature management systems are used throughout the facility. <input type="checkbox"/> Computerized system <input type="checkbox"/> Programmable system <input type="checkbox"/> Digital thermostats	<input type="checkbox"/> 10 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 3 POINTS
4.15	<input type="checkbox"/> Tankless or solar hot water system is used. <input checked="" type="checkbox"/> The system must meet the required peak demands for hot water.	<input type="checkbox"/> 10 POINTS
4.16	<input checked="" type="checkbox"/> Alternative energy sources are used. <input checked="" type="checkbox"/> For photovoltaic solar panels, choose one of the three below: <input type="checkbox"/> Monocrystalline silicon <input type="checkbox"/> Polycrystalline silicon <input type="checkbox"/> Building Integrated Photovoltaics (BIPVs) <input type="checkbox"/> Wind turbines <input type="checkbox"/> Geothermal	<input type="checkbox"/> 10 POINTS <input type="checkbox"/> 9 POINTS <input type="checkbox"/> 8 POINTS <input type="checkbox"/> 10 POINTS <input type="checkbox"/> 10 POINTS
4.17	<input type="checkbox"/> Educational material – to promote energy efficiency – is provided. <input checked="" type="checkbox"/> Submit samples of educational material.	<input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 4		



SECTION 5: Water Efficiency

For assistance with the section, visit www.scdhec.gov/greenhospitality.

5.1	<input type="checkbox"/> Conduct a water assessment to see how much water your facility uses. <ul style="list-style-type: none"> ■ Determine ways to save water. See a sample of a water assessment in “Best Management Practices” at www.scdhec.gov/greenhospitality. ■ Submit the results. 	<input type="checkbox"/> 5 POINTS
5.2	<input checked="" type="checkbox"/> Water-saving (e.g., WaterSense®) fixtures are installed throughout the facility. <ul style="list-style-type: none"> <input type="checkbox"/> Faucets and/or aerators (using less than 2.2 gallons per minute) <input type="checkbox"/> Toilets (using less than 1.6 gallons per flush) <input type="checkbox"/> Waterless or low-flow urinals <input type="checkbox"/> Shower heads (using less than 2.5 gallons per minute) <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____ 	<input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS
5.3	<input type="checkbox"/> Faucets have sensor/automatic shut-off devices in common-area rest rooms.	<input type="checkbox"/> 4 POINTS
5.4	<input type="checkbox"/> Biodegradable and phosphate-free hand soap is provided in public rest rooms.	<input type="checkbox"/> 1 POINT
5.5	<input type="checkbox"/> Low-flow spray devices are used in the kitchen/dish-washing area.	<input type="checkbox"/> 3 POINTS
5.6	<input type="checkbox"/> Foods are thawed in refrigeration units, not with running water.	<input type="checkbox"/> 2 POINTS
5.7	<input type="checkbox"/> Drinking water is served to customers per request only.	<input type="checkbox"/> 3 POINTS
5.8	<input type="checkbox"/> Parking lots and sidewalks are routinely swept rather than rinsed with water.	<input type="checkbox"/> 4 POINTS
5.9	<input type="checkbox"/> Organic fertilizers and/or pesticides are used.	<input type="checkbox"/> 5 POINTS
5.10	<input type="checkbox"/> Native vegetative buffers are used to protect lakes and rivers.	<input type="checkbox"/> 2 POINTS
5.11	<input checked="" type="checkbox"/> Water-efficient irrigation is used. <ul style="list-style-type: none"> <input type="checkbox"/> Irrigation professionals are certified by WaterSense.® <input type="checkbox"/> Water-based sensors are used. <input type="checkbox"/> Condensate or “gray” water is reused for irrigation. <input type="checkbox"/> Drought-resistant plants are used. <input type="checkbox"/> Cistern to collect rainwater for irrigation is used. 	<input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 5 POINTS
5.12	<input type="checkbox"/> Guests have the option of reusing towels and linens.	<input type="checkbox"/> 1 POINT
5.13	<input type="checkbox"/> Educational material – to promote water efficiency – is provided. <ul style="list-style-type: none"> ■ Submit samples of educational material. 	<input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 5		



SECTION 6: Air Quality

For assistance with the section, visit www.scdhec.gov/greenhospitality.

6.1	<input type="checkbox"/> The facility is 100 percent non-smoking.	<input type="checkbox"/> 5 POINTS
6.2	<input type="checkbox"/> High-efficiency air filters – having a Minimum Efficiency Rating Value (MERV) of eight or better – are used.	<input type="checkbox"/> 4 POINTS
6.3	<input type="checkbox"/> Air-handler units and coils are serviced semi-annually. <input type="checkbox"/> OR if R-410A is used in place of R-22 (Freon)	<input type="checkbox"/> 2 POINTS <input type="checkbox"/> 5 POINTS
6.4	<input type="checkbox"/> Preferential parking is given to employees and guests with hybrid or alternative-fuel vehicles.	<input type="checkbox"/> 4 POINTS
6.5	<input type="checkbox"/> An anti-idling policy is implemented for the facility.	<input type="checkbox"/> 3 POINTS
6.6	<input type="checkbox"/> Bike racks are provided.	<input type="checkbox"/> 4 POINTS
6.7	<input type="checkbox"/> A carpooling program is promoted to employees.	<input type="checkbox"/> 3 POINTS
6.8	<input checked="" type="checkbox"/> Low-VOC* paint is used. (*volatile organic compound) <input type="checkbox"/> Interior use <input type="checkbox"/> Exterior use	<input type="checkbox"/> 2 POINTS <input type="checkbox"/> 2 POINTS
6.9	<input type="checkbox"/> ODS-free* fire extinguishers are installed in place of halon-containing fire extinguishers. (*does not contain ozone-depleting substances) <input checked="" type="checkbox"/> See the fire extinguisher label for types of chemicals used.	<input type="checkbox"/> 1 POINT
6.10	<input type="checkbox"/> Electric lawn equipment is used.	<input type="checkbox"/> 2 POINTS
6.11	<input type="checkbox"/> Indoor plants are used to increase air quality.	<input type="checkbox"/> 1 POINT
6.12	<input type="checkbox"/> Electric car charging stations are provided.	<input type="checkbox"/> 2 POINTS
6.13	<input type="checkbox"/> A professional mat cleaning service is used.	<input type="checkbox"/> 1 POINT
6.14	<input type="checkbox"/> Ionization is used for indoor pools.	<input type="checkbox"/> 5 POINTS
6.15	<input type="checkbox"/> Educational material – to promote better air quality – is provided. <input checked="" type="checkbox"/> Submit samples of educational material.	<input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 6		



SECTION 7: Green Cleaning

For assistance with the section, visit www.scdhec.gov/greenhospitality.

7.1	<input type="checkbox"/> Conduct a Green Cleaning Assessment. <input checked="" type="checkbox"/> Visit www.scdhec.gov/greenhospitality for information on how to conduct a green cleaning assessment. <input checked="" type="checkbox"/> Submit assessment results.	<input type="checkbox"/> 5 POINTS
7.2	<input type="checkbox"/> A reduction plan for cleaning chemicals is in place.	<input type="checkbox"/> 3 POINTS
7.3	<input checked="" type="checkbox"/> Cleaning products used throughout the facility, meet or exceed Green Seal® Standards. <input type="checkbox"/> Bathroom cleaner <input type="checkbox"/> Dishwasher detergent <input type="checkbox"/> Floor cleaner <input type="checkbox"/> Glass cleaner <input type="checkbox"/> Laundry detergent <input type="checkbox"/> Sanitizers <input type="checkbox"/> Other:	<input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS <input type="checkbox"/> 3 POINTS
7.4	<input type="checkbox"/> A green cleaning program has been reviewed with your distributor and/or manufacturer.	<input type="checkbox"/> 3 POINTS
7.5	<input checked="" type="checkbox"/> Housekeeping participates in green cleaning training by your chemical products manufacturer or distributor. <input type="checkbox"/> Training is offered TWICE per calendar year. <input type="checkbox"/> Training is offered ONCE per calendar year.	<input type="checkbox"/> 3 POINTS <input type="checkbox"/> 1 POINT
7.6	<input checked="" type="checkbox"/> Excluding disinfectants, all cleaning and laundry products are: <input type="checkbox"/> Health Hazard 1 or less. <input type="checkbox"/> Health Hazard 2 or less.	<input type="checkbox"/> 5 POINTS <input type="checkbox"/> 2 POINTS
7.7	<input type="checkbox"/> MSDS* are prominently displayed in multiple appropriate languages. (*Materials Safety Data Sheets)	<input type="checkbox"/> 1 POINT
7.8	<input type="checkbox"/> Dilution systems are used instead of ready-to-use products.	<input type="checkbox"/> 3 POINTS
7.9	<input type="checkbox"/> Toilets are only flushed once during the cleaning process.	<input type="checkbox"/> 2 POINTS
7.10	<input type="checkbox"/> Bleach and products containing bleach are locked away and only provided under supervisor approval.	<input type="checkbox"/> 1 POINT
7.11	<input type="checkbox"/> Laundry detergents contain no phosphates, are non-toxic and biodegradable. Liquid detergents are at least 2X concentrated. <input checked="" type="checkbox"/> This information can be found on the product MSDS or through your supplier.	<input type="checkbox"/> 3 POINTS
7.12	<input type="checkbox"/> General-purpose cleaners – for glass, carpet, floors and hard surfaces – are less than 10 percent VOCs by weight, contain no phosphates, are non-toxic and biodegradable. <input checked="" type="checkbox"/> This information can be found on the product MSDS or through your supplier.	<input type="checkbox"/> 3 POINTS
7.13	<input type="checkbox"/> Automatic dish-washing detergents do not contain NTA*, EDTA** or chlorine bleach and are biodegradable. <small>(*Nitrilotri Acetic Acid **Ethylene Diamine Tetra Acetic Acid)</small> <input checked="" type="checkbox"/> This information can be found on the product MSDS or through your supplier.	<input type="checkbox"/> 3 POINTS
7.14	<input type="checkbox"/> Guests have the option to forgo house-cleaning services during multiple-night stays. (lodging facilities only)	<input type="checkbox"/> 1 POINT
7.15	<input type="checkbox"/> Chlorine alternatives are used in pools and/or hot tubs. <small>(Salt/saline is not a chlorine alternative.)</small>	<input type="checkbox"/> 5 POINTS
7.16	<input type="checkbox"/> Glass filtration is used instead of sand/silica.	<input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 7		



SECTION 8: Green Meetings and Catering

For assistance with the section, visit www.scdhec.gov/greenhospitality.

8.1	<ul style="list-style-type: none"> ■ Green meetings are hosted. ■ The “Green Meetings and Catering” fact sheet – available at www.scdhec.gov/greenhospitality – provides information on how to consider the environment when hosting and/or catering for an event. ■ Select one of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Green meetings are standard for booked events and staff functions. <input type="checkbox"/> Green meetings are offered, but not standard. 	<ul style="list-style-type: none"> <input type="checkbox"/> 5 POINTS <input type="checkbox"/> 2 POINTS
8.2	<ul style="list-style-type: none"> <input type="checkbox"/> Foods and beverages are only served with reusable dishes, cutlery and glasses/mugs. 	<ul style="list-style-type: none"> <input type="checkbox"/> 4 POINTS
8.3	<ul style="list-style-type: none"> <input type="checkbox"/> Water stations with reusable glasses are offered. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
8.4	<ul style="list-style-type: none"> <input type="checkbox"/> Food provided is locally grown, when available. 	<ul style="list-style-type: none"> <input type="checkbox"/> 5 POINTS
8.5	<ul style="list-style-type: none"> <input type="checkbox"/> Boxed lunch packaging is recycled. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
8.6	<ul style="list-style-type: none"> <input type="checkbox"/> Note pads are provided only per request, not standard. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
8.7	<ul style="list-style-type: none"> <input type="checkbox"/> Cloth napkins are used in place of paper napkins. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
8.8	<ul style="list-style-type: none"> <input type="checkbox"/> Paperless billing is standard. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
8.9	<ul style="list-style-type: none"> ■ Environmental Impact Reports are provided to business clients. ■ The “Green Meetings and Catering” fact sheet provides information on what should be included in the report. ■ Select one of the following: <ul style="list-style-type: none"> <input type="checkbox"/> As a standard, an Environmental Impact Report is provided to clients. <input type="checkbox"/> Environmental Impact Report is offered, but not standard. 	<ul style="list-style-type: none"> <input type="checkbox"/> 10 POINTS <input type="checkbox"/> 5 POINTS
8.10	<ul style="list-style-type: none"> <input type="checkbox"/> Centerpiece alternatives are used in place of exotic flowers. 	<ul style="list-style-type: none"> <input type="checkbox"/> 1 POINT
8.11	<ul style="list-style-type: none"> <input type="checkbox"/> Soda/beer served in containers that are easily recyclable in your area. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
TOTAL POINTS for SECTION 8		



SECTION 9: Sustainable Food

For assistance with the section, visit www.scdhec.gov/greenhospitality.

9.1	<ul style="list-style-type: none"> ■ Certified organic food and beverages are served. <input type="checkbox"/> More than 50 percent <input type="checkbox"/> Up to 50 percent 	<ul style="list-style-type: none"> <input type="checkbox"/> 10 POINTS <input type="checkbox"/> 5 POINTS
9.2	<ul style="list-style-type: none"> ■ Foods and beverages do not contain added hormones or antibiotics. <input type="checkbox"/> More than 50 percent <input type="checkbox"/> Up to 50 percent 	<ul style="list-style-type: none"> <input type="checkbox"/> 6 POINTS <input type="checkbox"/> 3 POINTS
9.3	<ul style="list-style-type: none"> <input type="checkbox"/> Facility is a South Carolina “Fresh On the Menu” participant. ■ Provide a copy of the certification letter from the S.C. Department of Agriculture (buys local). Visit www.certifiedscgrown.com/freshonthemenu for more information. 	<ul style="list-style-type: none"> <input type="checkbox"/> 5 POINTS
9.4	<ul style="list-style-type: none"> <input type="checkbox"/> Promote locally sourced products to customers. 	<ul style="list-style-type: none"> <input type="checkbox"/> 2 POINTS
9.5	<ul style="list-style-type: none"> <input type="checkbox"/> All seafood purchases are on the “What Fish To Serve” list from the Sustainable Seafood Initiative. ■ Visit www.scaquarium.org/ssi for more information. 	<ul style="list-style-type: none"> <input type="checkbox"/> 5 POINTS
TOTAL POINTS for SECTION 9		



SECTION 10: Additional Practices

Please describe below additional green practices that your facility has implemented that ARE NOT LISTED PREVIOUSLY in this application. The S.C. Restaurant and Lodging Association will determine the point value for these practices.

SECTIONS	ADDITIONAL PRACTICES
SECTION 1: Environmental Awareness	
SECTION 2: Environmentally Preferred Purchasing	
SECTION 3: Waste Reduction and Recycling	
SECTION 4: Energy Efficiency	
SECTION 5: Water Efficiency	
SECTION 6: Air Quality	
SECTION 7: Green Cleaning	
SECTION 8: Green Meetings and Catering	
SECTION 9: Sustainable Food	



Calculating Your Score

Record the total number of points by section below. Contact DHEC's Office of Solid Waste Reduction and Recycling at **1-800-768-7348** for free technical assistance and recommendations to earn more points.

SECTIONS	POINTS
SECTION 1: Environmental Awareness	REQUIRED
SECTION 2: Environmentally Preferred Purchasing	
SECTION 3: Waste Reduction and Recycling	
SECTION 4: Energy Efficiency	
SECTION 5: Water Efficiency	
SECTION 6: Air Quality	
SECTION 7: Green Cleaning	
SECTION 8: Green Meetings and Catering	
SECTION 9: Sustainable Food	
SECTION 10: Additional Practices	TO BE DETERMINED
TOTAL SCORE	

Site Visit Information

Did you receive a technical assistance site visit from DHEC? Yes No

If Yes, please provide the information below.

Name of DHEC Representative: _____

Date of Site Visit: _____

Point Requirements for Certification by Facility

FACILITY TYPE	ONE PALMETTO	TWO PALMETTOS	THREE PALMETTOS
RESTAURANTS	115	215	345
LIMITED-SERVICE HOTELS	120	225	370
FULL-SERVICE HOTELS	130	235	390

Determining Your Certification Level

Your certification level – One Palmetto Tree, Two Palmetto Trees or Three Palmetto Trees – will be determined by the points found in the chart at the bottom of this page.

Please note that the chart lists separate point totals for: 1) restaurants; 2) limited-service hotels; and 3) full-service hotels.

ONE PALMETTO – To achieve this level of designation, restaurants must earn 115 points, limited-service hotels must earn 120 points and full-service hotels must earn 130 points.

TWO PALMETTOS – To achieve this level of designation, restaurants must earn 215 points, limited-service hotels must earn 225 points and full-service hotels must earn 235 points.

THREE PALMETTOS – To achieve this level of designation, restaurants must earn 345 points, limited-service hotels must earn 370 points and full-service hotels must earn 390 points.

LEED CERTIFIED – In addition to the designations listed above, facilities that also are LEED certified will receive a specially designed graphic on their certificate.

Notes ...

Contacts ...

For more information about the S.C. Green Hospitality Alliance and the certification process or for assistance in setting up, implementing or improving green practices, please call or visit the contacts listed below.

**DHEC'S OFFICE OF
SOLID WASTE REDUCTION
AND RECYCLING**

1-800-768-7348

**greenhospitality@
dhec.sc.gov**

**[www.scdhec.gov/
greenhospitality](http://www.scdhec.gov/greenhospitality)**

**S.C. RESTAURANT AND
LODGING ASSOCIATION**

1-800-803-4272

www.SCRLA.org



