

Green Planet Catering

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Greenhouse Gas Emissions Management and Reduction

Use renewable energy sources such as solar, wind, biomass, and geothermal

Choose local vendors to reduce transport of items

Institute fuel economizing programs for company vehicles such as regular inspection of vehicles, reduced idling, and route planning to minimize travel distances

Allow flexible staff schedules to minimize staff travel during heavy traffic periods

Adopt alternative forms of transportation and fuels such as hybrid-electric, biodiesel, E85, or electric for business activities

Utilize and provide staff and customers video conferencing/teleconferencing to minimize travel to meetings

Adopt alternative forms of transportation and fuels, such as participating in used cooking oil recycling programs for biodiesel processing

Solid Waste Management, Reduction, Reuse, & Recycling

Conduct a waste audit to determine a baseline for future waste reductions

Purchase products in reusable, returnable containers

Donate obsolete/unwanted equipment, electronics, furniture to charity

Eliminate use of Styrofoam and other difficult to recycle products

Donate leftover cookware, silverware, and linens to charity

Donate unused food to a community food bank/compost site

Purchase products such as condiments, cleaning supplies, and other products in bulk/concentrated form

Offer reusable products such as glass cups, cotton linens, and refillable condiment dispensers

Give preference to products with high post-consumer recycled content

Ensure that printed materials are printed on paper with high recycled content (at least 35%) and print using soy-based ink

Reuse newspaper, shredded paper, and incoming packaging materials for packing/shipping needs

Institute a composting program for yard and food waste, mulch grass clippings and avoid baggage

When reusable options are not feasible, use disposable products that are compostable such as corn-based

Purchase recyclable toner cartridges

Use non-bleached paper napkins, towels, and coffee filters

Provide alternatives to individual plastic water bottles such as water pitchers/point of use water filters

Install high-efficiency air hand dryers, cloth/roll-up type to minimize paper towel usage

Use rechargeable batteries

Purchase durable goods of sufficient quality to allow reuse, refinishing, or reupholstering

Ensure proper disposal of hazardous materials

Use preventative maintenance on equipment to reduce risk of replacement

Provide and publicize recycling bins

Selecting printers/photocopiers able to print on both sides

Distributing information to guests/participants via email and avoiding hard copy

Avoid use of fax cover sheets

Distribute inter-office documents using routing slips, bulletin boards, or email distributions rather than printing copies for staff members

Using both sides of printing paper and using the reverse side of printing paper for printing rough drafts

Streamlining operational systems that rely on paper or hard copies

Set and use fax and copy machines to copy documents directly to computers rather than printing a new copy

Recycles the Following: Aluminum, Glass, Office mix Yard waste, Plastic, Corrugated cardboard, Newspaper, Printer cartridges, Phone books

Freshwater Consumption Reduction

Conduct regular inspections and establish preventative maintenance schedules to ensure maximum efficiency

Educate staff on water conservation and best practices

Discourage water-based cleanup and use alternatives such as microfiber technology

When purchasing new appliances or fixtures, purchase water-efficient models such as those certified by EPA WaterSense® and Energy Star®

Install low-flow aerators on sinks (1.5 gal/min)

Use gray water (from dishwashers, laundry) and rain water to irrigate landscaping

Establish frequency schedule according to local climate, season, and landscaped area in order to maximize water use efficiency

Use soaker hoses in plant beds

Water landscapes only when necessary

Time watering to occur in the early morning or evening when evaporation is the lowest

Remove any thatch and aerate turf to encourage the movement of water to the root zone

Do not water on windy, rainy, or overly hot days

Ensure irrigation equipment applies water uniformly

Establish drip irrigation systems when feasible

Mulch around plants to limit evaporation and discourage weed growth

Avoid hosing down sidewalks, driveways, and parking lots

Wastewater Management

Ensure proper use, storage, and disposal of cleaning products and other potentially harmful chemicals such as fertilizers and paints

Limit the number of chemical products used and stored

Ensure that all chemicals are securely stored and clearly marked

Use less harmful alternatives if possible such as organic substitutes for chemical fertilizers

Monitor equipment and products for potential chemical leaks

Use an integrated pest management (IPM) system for interior and exterior jobs

Use environmentally preferable or certified paints, solvents, and coatings (MSDS Health Hazard Rating of 1 or less)

Use latex paints rather than oil based paints

When doing exterior cleaning or pressure washing, proper care should be taken to avoid discharge of contaminants

Use environmentally safe cleaning products

Energy Efficiency, Conservation, and Management

Use natural light whenever possible

Turn off electronic equipment at the end of each workday

Activate sleep/standby or low energy mode on applicable appliances and electronics

Maximize central air efficiency by allowing sunlight to enter through windows in the winter and blocking sunlight in the summer

Weatherize the workplace by ensuring that doors and windows have tight seals and remain closed when shut

Set water heater to 120 degrees Fahrenheit rather than pre-set 140 degrees

Replace existing lighting (particularly incandescent) with energy efficient or compact florescent bulbs
Use programmable Energy Star®-labeled thermostats. Set to appropriate temperature ranges and conduct regular inspections to ensure efficient function

Perform regularly scheduled preventative maintenance on equipment and appliances

Install energy saving equipment whenever feasible, including timers, motion sensors, and master switches

Purchase and replace existing equipment with energy efficient or Energy Star® labeled electronics, appliances, and heating and cooling equipment

Insulate facilities, including pipes, interior and exterior walls, ceilings, and wall cavities

Use LED or electroluminescent exit signs

Open windows rather than using central air when appropriate

Install and use ceiling fans to circulate air in both winter and summer

Install variable speed fans where appropriate

Use ventilation fans with humidity sensors for areas where needed

Clean lighting fixtures and lamps regularly to increase illumination

Develop policies to minimize the number of rooms needed to be lit and/or heated/cooled

Ecosystem and Biodiversity Conservation

Participate in local environmental and conservation efforts either through sponsorship, monetary contributions, or volunteering and supporting employees to do so

Provide environmental education materials and information on local biodiversity conservation efforts to staff and guests

Design landscaping or on-site gardens to incorporate and support “heirloom” and native species

Work with relevant parks and public land agencies to find out how your business might participate in ecosystem and biodiversity conservation efforts

Provide information on how staff and guests can become involved in community volunteer conservation projects

Rehabilitate or improve waterways on property or in the region

Develop partnerships with local conservation organizations

Avoid purchasing and serving overexploited species, particularly seafood. Consider developing a sustainable seafood policy

Set aside property and/or donate land to a conservation society or consider establishing a conservation

Prevent wildlife from accessing trash and food by secure food sources

Ensure that interactions with wildlife is done at a safe and respectful distance

Provide information on local ecology and wildlife to guests and staff

Protect sensitive areas, such as wetlands and large trees

Contribute a percentage of annual net revenues to local non-profit conservation-based organizations

Land Use Planning and Management

Adopt strategies to develop a constructive and collaborative relationship with local community

Direct development towards existing local communities that are already served by infrastructure and utilize the resources they have to offer

Support the integration of mixed land uses and provide local community with more choices in housing, shopping, communities, and transportation

Integrate green building design in new construction and remodeling

Ensure that property and operations do not cause soil loss, soil contamination, or other negative impacts

Participate in community events such as National Arbor Day, Earth Day, Great American Backyard Bird Count, and Take a Child Outside Day with local community

Assure that preference is given to environmentally responsible landscaping, pool, and construction services

Air Quality Protection and Noise Reduction

Eliminate the use of ozone depleting chlorofluorocarbons (CFC's) in refrigerants and aerosols

Designate your property as a non-smoking establishment and/or designate smoking areas outside of the building

Address odors rather than masking them with the use of artificial air cleaners, refreshers, and cleaning products with fragrances

Purchase only no- or low-VOC paints, carpeting, and construction materials

Design landscaping with noise reduction in mind

Use High Efficiency Particulate Air (HEPA) filters

Regularly test for gases such as carbon monoxide, carbon dioxide, and radon

Regularly test for particulates such as lead and asbestos

Regularly inspect HVAC system for mold/bacteria, air flow blockages, and clean drip pans

Ensure that air filtration is in place/available