

Top 10 Scenic Drives Featured Supplier Application Part 2

01-10

Part 2a: Organization Contact Information

INSTRUCTIONS: Please provide your organization's contact information.

Organization or Business NAME:	Contact Person:
Mailing Address:	Email:
City, State/Province, Postal Code:	Phone:
Website Address:	Today's Date:
Drive:	

Part 2b: Sustainable Tourism Practices Checklist

The purpose of this Checklist is to compile a list of sustainable tourism practices used by organizations in the Top 10 region, to measure changes in use of the practices over time, and to determine which practices are of most interest for educational and training efforts. No numeric score will be assigned from your answers, and there will be no resulting certification. The primary goal is to help build awareness of sustainable tourism practices among both suppliers and consumers. Copies of the Checklist will be available to Top 10 customers who are interested in learning more about a supplier's use of sustainable tourism practice and results.

INSTRUCTIONS: Please indicate the status of your organization's use (or not) of each practice by placing an 'X' in the appropriate column. It is our intention to update this checklist regularly, so you will be able to update your practices as they change. Return to Anna Holden, anna@drivethetop10.com. Questions? Call 208-839-9497.

Green Tourism Practice	Place an 'X' in appropriate column					NOTES (use this space to note details, comments, questions, etc.)
	Yes, 80% or more	Less than 80%	No, but tell me more	No Plans	Does not apply	
Energy Efficiency						
Energy Star qualified products installed and used:						
1 Appliances						
2 Furnace						
3 Windows						
4 Electronics						
5 Ceiling fans						
6 Office equipment						
7 Incandescent bulbs replaced with compact fluorescent lighting						
8 Other high energy consumption fixtures/appliances replaced with energy efficient counterparts						
9 Alternative energy system installed and used (solar, wind, low emission wood or biomass, hydropower; i.e., solar lighting)						
10 Hot water maintained 125-130 degrees F (52-55 degrees C)						
11 Occupancy sensors to control AC/heat, TVs, indoor lights						
12 Extra blankets; rooms colder on winter nights if guests prefer						
13 Air leaks sealed and insulation improved						
14 When windows replaced, upgrade to energy efficient models						
15 Dark-sky approved outdoor light fixtures used						
16 Motion sensors to control outdoor/indoor security lights						
17 Key switches to control power supply to AC/heat						
18 Heating/cooling: programmable thermostat						
19 Energy consumption benchmarked and monitored						
20 Energy consumption reduced annually						
21 Energy conservation appraised, and state/province tax benefits received, if applicable						
22 Offer energy-consumption alternative opportunities to guests, like the use of bicycles, walking/paths, public transportation, etc.						
23 Successes are shared with employees and guests						
Waste Reduction						
Recycle bins available throughout property/site, especially placed in common areas such as near vending machines, lobbies,						
1 Cardboard						
2 Aluminum						
3 Paper						
4 Plastics						
5 Recycling notice is appropriately posted to encourage guest involvement						
6 Paperless: Offer electronic receipts emailed to guests/customers						
7 Water glasses used without paper covers						
8 Disposable products: replaced with reusable products throughout the property/site						
9 Disposable product usage is benchmarked and monitored						
10 Composting program used for food and yard waste						
11 Compost converted into mulch and used in landscaping.						
12 Plastic product usage is reduced annually						
13 Food waste reduction: weekly donations to food bank or material exchange						
14 Successes are shared with employees and guests						

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Environmentally-Friendly Products							
1	Food service: post-consumer recycled plastics used						
2	Food service: post-consumer recycled paper used						
3	Styrofoam is not used anywhere						
4	Biodegradable and recycled paper products used						
5	100% organic cotton linens, undyed, unbleached						
6	Amenities - 100% natural, biodegradable						
7	Bulk dispensers for amenities						
8	Bulk amenities dispensed through portion-controlled equipment						
9	If bulk dispenser usage not feasible, smallest practical recyclable containers used						
10	Used amenities donated to local charitable organizations						
11	Single-use products avoided						
12	Laundry detergents: concentrated, non-toxic, phosphate-free, biodegradable, chlorine-free						
13	Cleaning products - non-toxic, phosphate-free, biodegradable, concentrated						
14	Pest control: preventatives, natural, non-toxic						
15	Sustainable building materials used						
16	100% non-smoking property or site						
17	Sustainable furnishings containing recycled materials						
18	Rechargeable batteries, and rechargers, are used, replacing disposable batteries.						
19	Successes are shared with employees and guests						
Water Conservation							
1	Sinks: low-flow (2.2gpm) faucets and aerators						
2	Wastewater, including gray water, reused (to clean sidewalks,						
3	Wastewater, including gray water: on-site treatment						
4	Wastewater, including gray water: irrigation						
5	Water usage benchmarked and measured annually						
6	Water usage reduced annually						
7	Landscaping: drought resistant plants on at least 50% of area						
8	Restrooms: Dual flush handle toilets						
9	Restrooms: 1.6 gpm toilet or toilet adaptations						
10	Restrooms: waterless urinals						
11	Restrooms: high efficiency urinals						
12	Restrooms: automatic faucets (no handles; water time preset)						
13	Restrooms: low-flow showerheads (2.5 - 3.0 gpm)						
14	Offer towel and linen reuse option						
15	Restaurant/dining: serve water on request only						
16	Clothes washers, dryers, dishwashers filled to recommended capacity for each cycle						
17	Coolest effective water temperatures used in all washing						
18	Successes are shared with employees and guests						
Economics - Local Community							
1	Local services and goods purchased where and when available						
2	Sell/promote locally made foods and products						
3	Hire locally - hourly employees						
4	Hire locally - management employees						
5	Pay living wages						
6	Successes shared with employees and guests						
Hazardous Substances							
1	Have adequate and secure storage for chemicals, with water available, drains and ventilation						
2	Drains plumbed for the appropriate disposal of liquid waste						
3	Replace hazardous substances with alternatives as available						
4	Maintain accurate inventory of hazardous substances						
5	Use environmentally preferable paint						

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Environmental Management							
1	Design and construction of buildings and infrastructure complies with local zoning requirements						
2	Buildings/land uses respect natural or cultural heritage surroundings in siting, design, and impact assessment						
3	Locally appropriate principles of sustainable construction						
4	Provide access for persons with special needs						
5	LEED-certified facilities						
6	A formal environmental policy is developed, shared, and updated annually with staff						
7	Individuals are identified to manage the environmental policy						
8	Actions, goals and targets are clearly identified, reviewed and measured						
9	An annual environmental performance report is published and distributed to employees and guests						
10	Completed an environmental audit or 3rd party certification						
11	Environmental/sustainable complaints are reviewed and responded to quickly						
Transportation Efficiencies							
Company vehicle usage:							
1	Alternative fueled vehicles/hybrids are used						
2	Achieve highly efficient gas mileage (30+ mpg)						
3	Re-refined engine oil used for oil changes on vehicles used in day-to-day operations						
4	Used oil is returned to a re-refiner						
5	Engine coolant: recycled propylene glycol is used for all additions to or replacements of the coolant. Used coolant is recycled						
6	Re-treaded tires are used to replace at least 70% of tires						
7	Worn or defective tires are sent to retreading facilities or are used for waste to energy or for other rubber products						
8	Tires are checked routinely for wear and to maintain proper						
9	Engine is checked routinely for tuning; filters, fluids, and other functioning parts are changed according to maintenance						
10	Used parts are recycled, remanufactured, or reused if practicable.						
11	To wash vehicles, biodegradeable detergent or cleaning products are used exclusively						
12	Organize a work rideshare program for employees/staff						
13	Reward employees who walk, or bike, rather than use motor						
Social and Cultural Practices							
1	Activities do not jeopardize basic services to local community						
2	Actively involved in local community organizations						
3	Giving back: charitable donations - local community						
4	Giving back: charitable donations - state/province						
5	Contribute to the protection of local historical and cultural places						
6	Information/interpretation of natural surroundings, local culture and history provided to customers, guests and staff						
7	Supports/educates "Leave No Trace"						
8	Educates staff about 'green' initiatives; encourages support						
9	Membership in 'green' associations or participate in trade association green programs						
10	Successes are shared with employees and guests						
Guest Communications and Outreach							
1	Sustainable initiatives and practices are promoted to guests						
2	Environmental/sustainable achievements are publicized						
3	Staff trained to explain organization's 'green' initiatives						
4	Guests are solicited for feedback on green/sustainable practices						
5	Customer/guest satisfaction is measured, tracked and reported (to guests and employees)						
6	No extra charge for 'green' rooms						
7	Successes are shared with employees and guests						