





# ENERGY



## Gather Energy Use Data

Collect 12 months of energy use data for your business. Be sure to gather data for electricity and natural gas.

NEXT STEP



## Conduct an Energy Visit

Schedule a free energy walk-through with Walking Mountains or an energy audit with a certified energy auditor to receive information on energy saving projects for your business.



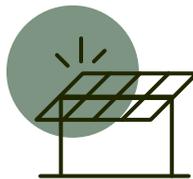
## Schedule Annual Preventative Maintenance

Schedule an equipment tune-up with a local contractor to ensure your equipment is running at its highest efficiency.



## Electrify Your Business

Electrification is replacing fossil-fuel equipment with all electrical equipment to use a cleaner energy grid and help meet Climate Action goals.



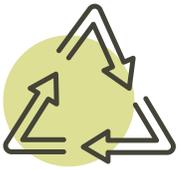
## Secure Rebates For Your Business

Before starting your energy efficiency project, visit [walkingmountains.org/rebates](http://walkingmountains.org/rebates) to identify available rebates to save more and incorporate sustainability.

Access more resources and helpful tips at:  
[Walkingmountains.org/TrailMap](http://Walkingmountains.org/TrailMap)



# WASTE REDUCTION & DIVERSION



## Recycle

Contact your trash hauler to see if you can have recycling picked up at your business, or make a plan to take your recycling to the closest free community drop site.



## Compost

Enroll in a commercial compost service to dispose of food waste generated by your business. Examples of these are: employee lunch scraps, meal service, groceries purchased by guests.



## Check your Signage

Do your bins have proper signage? If not, create clear signs for your trash, recycling, and compost bins. If you have existing signage, make sure they are clear, concise, and accurate.



## Conduct an Annual Waste Audit

It is important to know what is going into your bins if you want to properly divert waste from the landfill. A waste audit will identify areas of contamination and showcase opportunities for improvement.



## Eliminate Single-Use Wherever Possible

Switch to reusables wherever possible, including cups, cutlery, and to-go containers. Look to your break rooms, kitchens, and dining rooms for opportunities to eliminate single-use items.



## Divert Hazardous, Electronic, and Hard-to-Recycle Materials

These materials can never go in your typical recycling bin and often cannot be disposed of in the landfill either. Check the Wizard Wizard APP for diversion opportunities in our community.



Access more resources and helpful tips at:  
[Walkingmountains.org/TrailMap](https://Walkingmountains.org/TrailMap)

# GREEN TRANSPORTATION

Idle Free Zone  
Turn Engine Off



Young Lungs  
At Work



## Make Remote Work for Your Business

Create a policy that establishes options for your staff to work from home. Include details regarding available hours, communication platforms, and regular check-ins about productivity.



## Implement a Flexible Working Agreement

Not all businesses, or employees, can work remotely. Flexible Working Agreements are designed for these situations and are intended to reduce, where possible, commuter trips to and from the workplace.



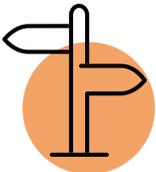
## Create a Smart Commuting Incentive Program

Carpooling, public transportation, walking, and biking are all examples of smart commuting. Create an incentive program to encourage your employees to smart commute.



## Install Electric Vehicle (EV) Charging Stations

Install EV charging stations at your business for your employees and customers. If an employee owns an EV, consider allowing them to charge their vehicles for free at your workplace.



## Install No Idling Signage At Your Business

Create and install no idling signage at your business to ensure that employees and visitors do not idle their vehicles.



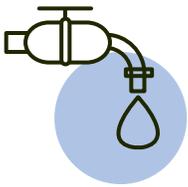
## Make Your Business Accessible By Multi-Modal Travel

Install bike racks or e-bike charging stations for customers and staff. Work to ensure that there are safe sidewalks or pedestrian access points to your business. If your customers primarily drive, ensure that customer parking is not occupied by your employees.



Access more resources and helpful tips at:  
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# WATER MANAGEMENT



## Check for Leaky or Malfunctioning Fixtures

Indicators of leaks include puddles, running or dripping water, a significant increase in your water bill. Enroll in a leak alert system to inform maintenance staff when a leak has been detected. This may be available through your water utility provider.



## Create a Water Fixture Replacement Plan

Replace fixtures with EPA certified WaterSense fixtures at a minimum. EPA WaterSense fixtures have a maximum flow / flush rate for each fixture type.



## Deploy Water Conserving Strategies to Reduce Water Consumption Outside

Outdoor water use is consumptive, meaning the water used is not likely to make it back to the river it was taken from. Understand your outdoor water use so you can keep our water in the rivers!



## Adopt Water Conservation Practices to Reduce Consumption Indoors

Brainstorm standard operating procedures, guidelines, best practices, or policies that your business could engage in to conserve indoor water use.



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## SOCIAL RESPONSIBILITY



### Educate Your Team about Sustainability and Resilience

Inform all employees about sustainability practices - including waste reduction (recycling & compost), energy use, alternative transportation options, and responsible purchasing.



### Create a Green Team

Create an employee green team that is supported by management to identify and implement sustainability initiatives.



### Gather Feedback

Establish a system to gather employee feedback, comments and suggestions on an annual basis.



### Share Your Story

Share your practices with your customers. Be proud of your sustainability efforts and make them part of your brand.

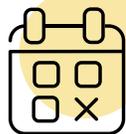


### Create Opportunities for Your Staff

Offer employees an opportunity to volunteer in the community on paid work time. Create Diversity, Equity, and Inclusion training for staff.



Access the full Trail Map, resources and helpful tips at: [Walkingmountains.org/TrailMap](https://Walkingmountains.org/TrailMap)



### Make a Plan and Take Action

Create and implement your sustainability policy/plan.