



**Audubon
International**

GREEN LODGING CERTIFICATION STANDARD

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Welcome to the Audubon International Green Lodging Certification Standard! We are so pleased you have chosen our organization to serve as your partner in your journey toward greater sustainability for your business.

To achieve designation as an Audubon International Certified Green Lodging Property, you will need to complete the following process.

The Certification Process

Step 1: Membership

Become a member of Audubon International and pay the membership fees. Once your membership is all set up, we will reach out to get you the materials you need to start the certification process.

Step 2: Designation Application

When you are ready, complete the Designation Application and submit it to Audubon International for review.

Step 3: Site Visit & Review

Audubon International Green Lodging staff will conduct a site visit at your property. Afterwards, our team will review your Designation Application and notes from the site visit, contacting you to clarify any questions if necessary.

Step 4: Certification & Eco-Rating

If your environmental efforts meet our criteria, you will be designated as an Audubon International Certified Green Lodging Property. Your score will determine your eco-rating as one of the following: Bronze, Silver, Gold, or Platinum. We will send you your certificate and prepare an environmental performance report with suggestions about how to improve. Completed applications and reports are confidential and only accessible to you and program staff.

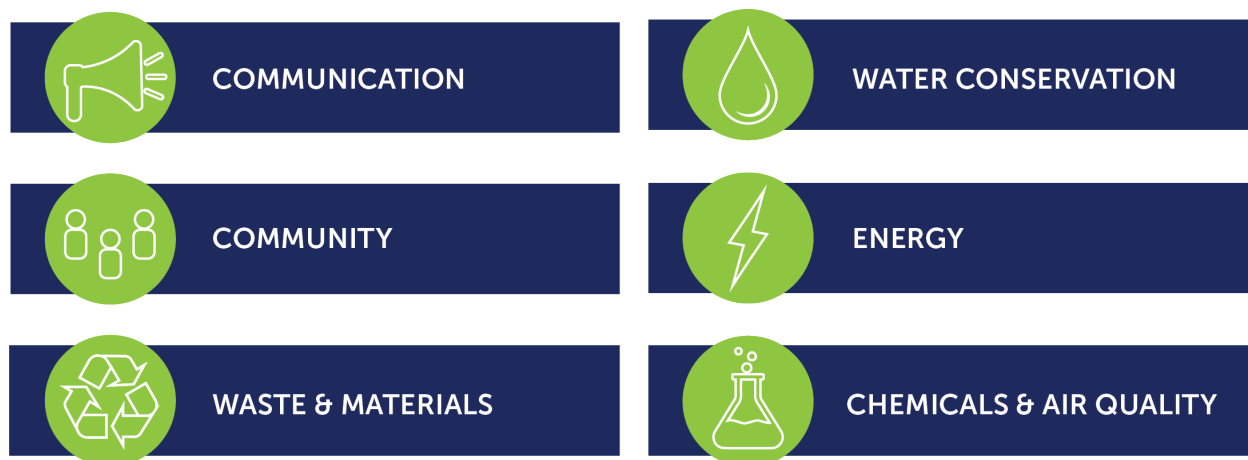
Step 5: Recertify Every Three Years

To maintain your designation, you will need to undergo a recertification process every three years. You can increase your eco-rating! Tools are available to help you implement and expand environmental practices, including online resources and fact sheets.

About the Audubon International Green Lodging Certification Standard

This certification standard contains the criteria that are considered in the assessment of your application, along with common opportunities for demonstrating achievements in those criteria. The document and its contents are regularly reviewed to ensure the criteria reflect current technologies and sustainability best practices.

The certification standard is divided in to the following six categories:



The separate Designation Application asks you specific questions regarding these criteria to assess your efforts and award points based on your level of environmental impact. You are not expected to meet all the criteria listed in this certification standard, rather the score you receive on your Designation Application will determine if you meet the requirement for certification and what your eco-rating will be. Audubon International reserves the right to consider additional factors in determining whether to award designation as an Audubon International Certified Green Lodging Property.

In addition, the Designation Application will ask you for the following baseline environmental performance data to benchmark your progress over the years.

1. Solid Waste
 - a. Volume to Landfill
 - b. Volume Reused, Recycled, or Composted
 - c. Total cost of waste disposal
2. Water
 - a. Volume used
 - b. Total cost of water
 - c. Energy
3. Electricity used (kWh)
 - a. Natural gas used (cubic ft)
 - b. Oil used (gal)
 - c. LPG (gal)
 - d. Renewable energy (type & unit)
 - e. Other energy (type & unit)
 - f. Total cost of all energy



1. COMMUNICATION

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
1.1	Communicate sustainability initiatives with guests, including how a guest can participate in the environmental best practices being implemented at the facility.	<ul style="list-style-type: none">a. Signage or other displays about sustainability initiatives are in public areas.b. Information about sustainability initiatives is on the website, in advertising, and/or in the newsletter.c. Staff directly communicate about sustainability initiatives at check in.d. Tours are available of the property to highlight sustainability initiatives.e. There is an option/reward to forgo housekeeping.f. In-room signage/directory/collateral/in-house channel is used to communicate about sustainability initiatives.g. Guests are asked about sustainability in feedback surveys.
1.2	Communicate sustainability initiatives with staff, being sure to clearly assign expectations for staff involvement in the implementation of these initiatives.	<ul style="list-style-type: none">a. A Green Team is established with regular meetings.b. Onboarding and regular training include sustainability best practices and signage with instructions is posted where needed.c. Staff are encouraged to give feedback during meetings or through another method.d. A formal written sustainability policy and a purchasing policy are in place and shared with staff.e. A written strategic sustainability action plan is in place and is regularly updated.f. Staff are encouraged and/or rewarded for environmentally friendly practices outside of work.





2. COMMUNITY

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
2.1	Support the local community with donations.	<ul style="list-style-type: none">a. Items or leftover food are donated to charity.b. A location is provided for guests to place items for donation.c. Monetary donations are made to local organizations.d. Event space is supplied for community events.
2.2	Collaborate with the local community on sustainability initiatives.	<ul style="list-style-type: none">a. Members of the Green Team mentor other organizations.b. Staff at the property participate in community-wide efforts for sustainability.
2.3	Demonstrate respect of the local community.	<ul style="list-style-type: none">a. Guests are directed to local businesses and activities.b. Staff are hired from the local community whenever possible.c. Cultural items are displayed in a respectful manner.d. Locally made items are purchased whenever possible and sold onsite if applicable.
2.4	Protect native wildlife.	<ul style="list-style-type: none">a. Wildlife on property is inventoried and monitored.b. Where applicable, light pollution is reduced to protect impacted sensitive species such as sea turtles.





3. WASTE & MATERIALS

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
3.1	Monitor and track waste output.	<ul style="list-style-type: none"> a. The volume and ratios of waste are recorded. b. A waste audit has been performed.
3.2	Recycle all materials where recycling collection is available.	<ul style="list-style-type: none"> a. All items collected by the local recycling service are recycled. b. Other items are recycled at appropriate locations or mail-in services (i.e. batteries, ink cartridges). c. When possible, another use is found for items not collected by the local recycling service (i.e. donate to local artists).
3.3	Wherever feasible, eliminate single-use items or provide a more environmentally friendly product.	<ul style="list-style-type: none"> a. Guest receipts are emailed rather than printed. b. Paper products are purchased with an eco-label and/or post-consumer recycled content. c. Paper towels are replaced with energy-efficient hand dryers in public restrooms. d. Straws are eliminated or replaced with a non-plastic straw. e. Washable cups, plates, cutlery, and room service containers are provided instead of disposable. f. Hand soap, shampoo, conditioner, and body wash are placed in bulk dispensers and/or have an eco-label.
3.4	Prevent food waste from being sent to the landfill.	<ul style="list-style-type: none"> a. Food waste is composted onsite, picked up by a composting service, or placed in an onsite biodigester. b. Waste cooking oil is picked up by a recycling service, c. Leftover food is donated to local charities or is sent home with employees.





4. WATER CONSERVATION

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
4.1	Monitor and track water use.	<ul style="list-style-type: none">a. Water usage is tracked.b. Water pressure is monitored and inspected for leaks on a regular basis.c. A water assessment is conducted by a utility company or other provider.
4.2	Install low-flow bathroom and kitchen features.	<ul style="list-style-type: none">a. Low-flow faucets, showerheads, and toilets are installed in guestrooms and public bathrooms.b. Low-flow faucets and water-saving appliances are installed in kitchens.
4.3	Employ practices for reducing water use in laundry.	<ul style="list-style-type: none">a. Sheets and towels in guestrooms are not changed until the end of the stay or by request.b. Rinse water is reused for subsequent cycles.c. Water-efficient washing machines are installed.d. The loads are not run until they are full.
4.4	Employ practices for reducing water use in landscaping and outdoors.	<ul style="list-style-type: none">a. Sidewalks are swept rather than washed with water.b. Pervious pavement is installed where possible.c. Sprinklers or other watering devices are placed so that they do that water impervious surfaces, and timers are used to water in early morning, evening, or overnightd. Soaker hoses or drip lines are used in place of sprinklers.e. Rainwater or graywater is collected for irrigation.f. Native and drought-tolerant plants are planted.g. A physical or chemical pool cover is in place to reduce evaporation.





5. ENERGY

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
5.1	Monitor and track energy use.	<ul style="list-style-type: none">a. Energy usage is tracked.b. An energy assessment from a utility company or other provider has been conducted.c. A schedule for routine inspection and maintenance of all appliances and equipment has been created.
5.2	Use energy from renewable sources.	<ul style="list-style-type: none">a. Renewable energy is generated onsite.b. Renewable energy credits are purchased.
5.3	Utilize an Energy Management System.	<ul style="list-style-type: none">a. Energy usage is monitored in real-time.b. Heating and cooling is reduced in unused guest rooms.c. HVAC is automatically shut off when windows or doors are left open.
5.4	Install LED lighting and energy-saving lighting features throughout the property.	<ul style="list-style-type: none">a. LED lighting is installed throughout the property.b. Motion sensors are installed for lighting in applicable rooms.c. Natural lighting is utilized whenever possible.d. Lights are kept off in guest rooms when not occupied.e. Outdoor lighting is solar-powered and/or on sensors or timers.
5.5	Install insulating materials in exterior walls, doors, and windows.	<ul style="list-style-type: none">a. Thermal-rated windows, tinted windows, or tinted window film are installed.b. Weather stripping is added to doors and vinyl curtains are added to loading docks.c. Thermal imaging is used to find weak spots in insulation.
5.6	Utilize and encourage non-petroleum vehicles.	<ul style="list-style-type: none">a. Electric car charging stations are installed.b. Electric, hybrid-electric, biodiesel, or other non-petroleum vehicles are in use.c. Staff are encouraged and rewarded for carpooling or using public transportation.d. Guests are encouraged to walk, bicycle, or use public transportation by providing bicycles, maps, bus schedules, and/or reduced rate transit passes.
5.7	Install energy-efficient appliances and electronics.	<ul style="list-style-type: none">a. Appliances and electronics with the Energy Star label are installed.b. Appliances and electronics are turned off when not in use.





6. CHEMICALS & AIR QUALITY

	<i>Considered Criteria</i>	<i>Opportunities for Demonstrating Achievements in Environmental Stewardship</i>
6.1	Reduce use of chemicals and air contaminants outdoors.	<ul style="list-style-type: none"> a. A no idling policy for staff and guest petroleum-based vehicles is in place. b. Electric lawnmowers and other electric landscaping equipment are used. c. Weeds are hand pulled rather than using herbicides. d. An integrated pest management system is employed to significantly reduce or eliminate pesticides.
6.2	Use environmentally friendly cleaning chemicals and practices.	<ul style="list-style-type: none"> a. Hazardous chemicals are properly labeled and stored with a spill tray. b. Hazardous chemicals are prevented from entering floor drains and stormwater drains. c. Environmentally friendly cleaners, preferably with an eco-label such as Green Seal, are regularly used. d. Cleaning products are bought in bulk and diluted.
6.3	Reduce indoor air contaminants.	<ul style="list-style-type: none"> a. The property is smoke-free or there are designated smoking areas with robust filtration. b. Low or no-VOC paints and finishes are used. c. Chlorofluorocarbons (CFCs) such as refrigerants and aerosols are eliminated or minimized. d. Carbon monoxide and radon (if applicable) detection is in place. e. Dehumidifiers are used in high moisture areas and seasons to prevent mold. f. Air filters have a MERV of 8 or better, g. Vents are kept unblocked.
6.4	Prevent excess chemicals in pools and hot tubs.	<ul style="list-style-type: none"> a. An automatic dispenser for pool and hot tub chemicals is in use. b. A salt water or other non-chlorine system is installed.

