



Business Name	
Contact	
Phone Number	

MONTEREY BAY AREA GREEN BUSINESS PROGRAM

Supplemental Checklist: Restaurants and Food Service

The following measures are intended to supplement those in the Minimum Measures and Office/Retail checklist. In addition to completing the Minimum Measures and Office/Retail checklist, this checklist must also be completed prior to certification.

Remember, the program offers free, non-enforcement, technical assistance to help meet the criteria. We will send out professional technical staff to assist you in meeting the energy, water, resource conservation, and pollution prevention requirements.

- On line applications are now being accepted for businesses located in Santa Cruz and Monterey Counties. Please visit: <http://www.montereybaygreenbusiness.org/HowToBecomeGr.html> to fill out an application.
- For businesses located in the unincorporated areas of Santa Cruz County, Scotts Valley, and Capitola, or Watsonville call (831) 477-3976 or email: greenbusiness@co.santa-cruz.ca.us
- For businesses located in Monterey County, call Monterey County Environmental Health at (831) 755-4579 or email: NapalanJA@co.monterey.ca.us
- For businesses located in the City of Santa Cruz, call (831) 420-5160 or email: shealy@ci.santa-cruz.ca.us

Green Business Checklist

Business must meet compliance with regulatory requirements as well as all of the criteria outlined below to obtain Green Business Status, except where a choice is given. If a certain section does not apply to your business, mark it with N/A for Not Applicable. For instance, if there are no company owned vehicles mark that section N/A.

A. Pollution Prevention

A. Restaurant and Food Service: Fats, Oil and Grease

(Before GB program)(After GB program)

1. Wipe or scrape oil and grease from cookware, utensils, serving ware, trays, grills, and pans into appropriate containers to minimize kitchen grease going down the sewer. Dispose of oil, grease, and animal fats using a method below to ensure that this waste is not disposed in the sanitary sewer:

- **Santa Cruz County** (Inc- and Uninc-): Place grease scrapings into a sealed waste grease bin provided to you by your tallow collection company.
 - **Monterey County** (Inc- and Uninc-): Place grease scrapings into a covered, water-tight garbage bin/dumpster.
2. Post “No Grease” signs above sinks in the kitchen and on the front of dishwashers.
 3. Food waste is either composted offsite (where available) or disposed of as regular waste in a landfill.
 4. Utilize filtering drain plugs/screens that allow for drainage of water but not solids.
 5. Routinely clean kitchen exhaust system filters in a sink that drains to the grease trap or interceptor (If grease and oil escape through the kitchen exhaust system, it can accumulate on the roof of the establishment and eventually enter the storm drain system when it rains).
 6. Waste oil and grease from fryers and other grease generating operations are picked up by a tallow company or pumping service for recycling. Invoices and manifests are kept on site. Tallow containers must be stored and transferred in watertight covered containers, and labeled “tallow only.” Tallow containers must be placed or stored away from floor drains and storm drains unless secured and stored within secondary containment.
 7. If available, and if your kitchen produces more than 40 gallons of waste fryer oil per week, enroll in the Fryer to Fuel dedicated collection route. Ask your Environmental Compliance inspector or for details.

Compliance Notes

Compliance with environmental regulatory laws is required to be certified as a Green Business. Following are some typical compliance issues that businesses find challenging:

- Any facility generating grease is required to have an approved interceptor or grease trap to prevent grease from entering sewer pipes. Your facility currently has a grease trap/interceptor that is pumped out regularly or in accordance with local regulations. A cleaning log is maintained for interior traps and/or receipts or manifests are kept as proof of pumping for exterior interceptors. If self-cleaning, contact the pretreatment inspector for proper cleaning and disposal methods.
- No unapproved emulsifiers or additives are used in your grease trap or interceptor. Contact the local Pretreatment Program Coordinator to determine if an emulsifier or additive is approved.
- A food grinder or sink garbage disposal units is not in use.

B. Restaurant and Food Service: Produce, Fish, and Other Goods Selection

(Before GB program)(After GB program)

1. Promote, where feasible the use of local, organic produce.
2. Consult with the Monterey Bay Aquarium’s Seafood Watch advisory material to make sure that seafood is purchased from sustainable sources: <http://www.mbayaq.org/cr/seafoodwatch.asp>
3. Seafood offered must be at least 50% sustainable and your restaurant must communicate to customers which fish are sustainable (either with the Seafood Watch Card or by indicating sustainable seafood on the menu).

GREEN NOTES – Buy Fresh, Buy Local Food Guide

The Community Alliance with Family Farmers has developed an online tool that simplifies sourcing of locally produced and sustainable foods. The tool allows users to search for Buy Fresh, Buy Local partners located a specific distance from a zip code or within a specific county. The guide also displays an interactive map with the location of the business as well as a breakdown of each business by service type.

Please visit the guide at: <http://guide.buylocalca.org>

C. Spill Prevention Control & Response

(Before GB program) (After GB program)

1. Demonstrate that your business practices spill prevention (training or inspection logs, periodic spill drills, carrying grease with spill protection, etc.)
2. Tallow, garbage, and other containers are emptied before they are full in order to avoid spills.
3. Grease spills are wiped up rather than hosed down the floor drain.
4. A cover is used when transporting interceptor or grease trap contents.
5. There is adequate absorbent material to contain the largest possible spill and prevent it from entering a storm or sewer drain.

6.

B. Energy Conservation

A. Equipment and Facility Changes

(Before GB program)(After GB program)

1. Install variable speed (demand) ventilation systems for kitchen exhausts.
2. Use a water-conserving dishwasher to save both heating and water costs. (A door-type dishwasher should use 1.2 gallons/rack or less.) Low temperature machines (requiring chemical sanitizers) are available.
3. Use a low-flow pre-rinse nozzle for dish scraping/pre-cleaning (saves both heating and water costs).
4. Select electrical equipment and kitchen appliances with energy saving features (e.g. Energy Star). Refer to www.fishnick.com for energy star appliances and rebate programs.
- 5.

B. Hot Water Use

(Before GB program)(After GB program)

1. Insulate hot water heaters.
2. Use a solar water heater or pre-heater.
3. Convert electric hot water heaters to natural gas.
4. Set hot water heaters to standard 140-150o F.
5. Reduce dishwasher hot water temperature to lowest temperature allowed by health regulations and consistent with the type of sanitizing system you are using (high heat or chemical/heat).

C. Employee Practices

(Before GB program)(After GB program)

1. During slower periods, group customers so that lights and heating/cooling can be turned off in unoccupied areas.
2. Maintain refrigerator doors by replacing worn gaskets, aligning doors, enabling automatic door closers, and replacing worn or damaged strip curtains.
3. Ensure that freezer defrost time clock is set properly to avoid peak energy use periods (noon to 6 p.m.).
4. During slower periods, group customers so that lights and heating/cooling can be turned off in unoccupied areas.

5.

C. Solid Waste Reduction

I. Waste Management

Please complete the mandatory waste reduction measures listed below:

(Before GB program)(After GB program)

- 1. If your restaurant or food service business provides/sells bottled or canned beverages to your customers, ensure that your wait and bussing staff recycle these containers. If your customers clean-up after themselves, then provide recycling containers in or near the eating area so customer do not dispose of recyclables in the trash.
- 2. Require kitchen staff to recycle food, liquid, and beverage containers when recyclable.
- 3. Provide recycling container(s) for recyclables for both wait/bussing and kitchen staff.

II. Waste Reduction Measures and Practices

C. Recycle or Reuse Materials

Recycle or reuse materials in 2 additional ways:

(Before GB program)(After GB program)

- 1. Compost or recycle pre-consumer vegetable & fruit trimmings or participate in the County's food waste program, where available.
- 2. Donate excess non-perishable food (bread/produce OK; not meat or cooked food) to food banks or shelters(covered under Good Samaritan law).
- 3. Use old tablecloths, cloth napkins and washcloths (properly sanitized) as rags.
- 4. Use laundry service that provides reusable bags for dirty and clean linen.
- 5. Leave grass clipping on mowed turf ("grass-cycling") rather than disposing.
- 6. Compost or recycle landscape debris and prunings.
- 7. For shipping non-food items, use shredded paper for packaging needs instead of purchasing styrofoam pellets, bubble wrap, other packing materials (if you receive these, reuse them in your own packaging).
- 8. Other _____

Compliance Notes
 Compliance with environmental regulatory laws is required to be certified as a Green Business. Following are some typical compliance issues that businesses find challenging:

The County of Santa Cruz has adopted a comprehensive environmental packaging ordinance. The purpose of this law is to work towards a compostable and a recyclable waste stream to help us achieve the County mandate of 75% diversion in 2010. Starting September 18, 2008, food vendors and restaurants in the County of Santa Cruz are required to use compostable or recyclable food packaging compatible with the County resource recovery system and stop using polystyrene foam (PSF) or Styrofoam™ products. The Cities of Santa Cruz and Capitola have similar ordinances.

III. Environmentally Preferable Purchasing

A. Purchasing Activities

Use the items below and measures found in the Purchasing Activities section in the Minimum Measures and Office Retail checklist to complete at least five measures

(Before GB program)(After GB program)

1. Buy ingredients (e.g., flour, sugar and salt) in bulk (when sales volume and storage space allow).
2. Check food deliveries for spoiled or damaged product before accepting shipments.
3. Store and rotate supplies to minimize loss through spoilage and damage.
4. Buy products in returnable, reusable or recyclable containers. These must be approved for commercial use in food establishments. Ask your supplier to ship with less, recycled or reusable packaging.
5. Replace disposable beverage, flatware, and tableware containers with washable, reusable ones (Contact Environmental Health to ensure proper sanitizing).
6. Require cleaning/sanitizing product suppliers to take back empty buckets or drums.
7. Switch from individual condiment packets (e.g., salt, pepper & sugar) to approved, refillable containers.
8. Buy pickles, mayonnaise, salad dressings, etc. in containers other than non-recyclable hard plastic pails or buckets. Try them in plastic-lined cardboard, cry-o-vac, or foil pouches.
9. Use cloth instead of paper napkins and table cloths (Contact Environmental Health to ensure proper sanitizing).
10. Substitute biodegradable cups and plates in place of Styrofoam or paper (vendor: Simply Biodegradable, www.simplybiodegradable.com)
11. Donate old uniforms and linens to shelters or nonprofits or otherwise recycle them.
12. Eliminate inner-pack dividers in shipping containers for miscellaneous supplies.
13. Buy eggs shelled in bulk (refrigerate as required) if using three or more cases per week.
14. Serve straws from Environmental Health-approved dispensers rather than offering pre-wrapped (for self-service areas only).
15. Eliminate paper coasters or switch to reusable ones.
16. Offer discounts or incentives to customers who use refillable mugs, cups, or to-go containers. Have all employees use reusable mugs and cups.
17. Replace in-room plastic cups with glass ones.
18. Change amenity programs so that rarely used items are supplied only upon request.
19. Switch to bulk-dispensed shampoo and other amenities in guest rooms.
20. Donate half-used amenity bottles to local shelters, nursing homes, and halfway houses.
21. Donate old furniture or equipment to institutions or charity.
22. Other _____

GREEN NOTES

In the manufacture of "recycled" paper, 64% less energy and 58% less water is required, and 74% less air pollution is generated.

Look for recycled paper with a high post-consumer content (previously used-not manufacturing scraps). Copy paper with 30% post-consumer content is readily available and proven effective.

B. Purchases

Use the items below and measures found in the Purchases section in the Minimum Measures and Office Retail checklist to complete at least *three* measures.

(Before GB program)(After GB program)

1. Paper table covers
2. Placemats
3. Napkins
4. Menus
5. Guest checks

D. Water Conservation

Use the items below and measures found in the General Water Conservation Measures and Practices sections A, B, C, and D in the Minimum Measures and Office Retail checklist to complete at least *three* measures.

A. Fixtures and Equipment

1. Use a water-conserving dishwasher to save both water and heating cost. Operate dishwasher only when completely loaded.

B. Indoor Water Management Practices

1. Serve water in bars and restaurant only upon request.

E. Employee Awareness

1. New and current employees are trained to follow the Green Business practices.
2. All employees are trained on proper cleaning and janitorial procedures, including grease and solids management.
3. An employee will be asked if they know what Green Business and/or Best Environmental Practices are and they will be asked to give an example.
4. Provide incentives to employees who take ownership of Best Environmental Practices such as "Employee of the Month."
5. Ensure that any custodial services or other contractors that you hire follow Best Environmental Practices when working at your business.

All criteria have been met as of the following date: _____

Signature of authorized Green Business Program Coordinator: _____

Printed Name: _____