



10-Entry Level Points for Small Hotels, Hostels, and Eco-lodges*

- 1. **Lighting:** Utilize daylighting and install lamps that are energy efficient LEDs. For products that will provide the greatest energy savings, look for products that have earned the ENERGY STAR logo. (See Dept of Energy's Renters DIY Tips and Tricks).
- 2. **Energy Conservation Practices:** Have policy and practice of turning off lighting and HVAC in unoccupied space and/or install lighting occupancy, timers, and/or HVAC controls.
- 3. **Cleaning:** Offer to change bed and bath linen every three days or skip a day cleaning.
- 4. **Equipment and Appliances:** Purchase and have a procurement policy to purchase ENERGY STAR® and WaterSense® equipment and products.
- 5. **Energy and Water Monitoring:** Benchmark using ENERGY STAR® Portfolio Manager or comparable program. (Please provide account username or screenshot while logged in on account).
- 6. **Water efficient fixtures and equipment:** At least 75% of bathroom and kitchen fixtures are high efficiency and/or WaterSense®. Pre-rise spray valves should have a maximum flow rate of 1.28 gallons (4.8 liters) per minute.
- 7. **Native and/or Drought Tolerant Landscaping:** Utilize indoor and outdoor plants that minimize irrigation and potable water usage. See Resources - BWS Introduction to Xeriscaping (Environmental design that minimizes water use) for more information.
- 8. **Purchase paper products with at least 30% recycled contents:** Purchasing recycled content products is an efficient way to avoid or reduce the use of raw materials, and reduce your environmental footprint. Products such as: office paper, tissue, and toilet paper.
- 9. **Recycling and Reuse:** Provide clear sorting for recycling (paper, cardboard, metal, glass, plastic, etc.) throughout the property and provide recycling containers in public areas. Supports the creation of recycled products as it avoids using raw materials, while potentially reducing your overall refuse fees. (See Resources - Recycling).
- 10. **Use environmentally friendly cleaning supplies:** At least 30% of janitorial products are certified as environmentally friendly preferable. Using green products reduces the amount of chemicals in the workplace allows for a healthier and safer work environment for both staff and guests. Examples: hand soap, dish soap, sanitizer, floor cleaners, etc. (See Resources – Cleaning Supplies or Safer Choice, ECOLOGO®, or Green Seal).
- Other Sustainable Practices:**

Business Name	Contact Name	Contact Signature	Date
Email	Address	Phone	

* Upon confirmation from HGBP, participants may be eligible to receive HGBP recognition certificate and granted usage of logo. Email dbedt.hgbp@hawaii.gov or visit <https://greenbusiness.hawaii.gov/> for more information and links to resources.

10-Entry Level Additional Checklist for Small Hotels, Hostels, and Eco-lodges*

If any items in the 10-Entry Level Checklist are not applicable to your business, then you can use the items on this list as substitutions to reach 10 points. (Subject to verification and acceptance by the HGBP).

- 1. **Use a Carbon Footprint Calculator:** Provide a scorecard or screenshot of calculation when submitting checklist that includes the name of your business.
- 2. **Occupancy Sensors:** Intall or use to control lighting and/or air conditioning, etc.
- 3. **Use natural or low-emissions building materials, carpets, or furniture:** For more information on these products visit Green Seal Home - Green Seal and Green Guard (GREENGUARD Certification | UL).
- 4. **Use reclaimed or 'invasive' building materials:** Re-purpose reclaimed or invasive wood, such as locally-grown bamboo, albizia, waiawi (strawberry guava), etc.
- 5. **Insulation and Heat Abatement:** Install shaded high-performance windows, light colored roof and exterior walls, well-insulated roof and exterior walls, and/or high solar reflectance roofing. See Dept of Energy's Zero Energy Ready Home Requirements to ensure compliance.
- 6. **Renewable Energy:** Use solar energy systems and battery storage systems to maximize renewable energy and reduce utility bills. See Dept of Energy's Residential Renewable Energy and Hawaii Solar Energy Association for details on systems and costs.
- 7. **Electrification:** Transition from gas ovens, gel fuels, etc. to electric appliances.
- 8. **Increase Resilience:** Install hurricane-resistant measures, such as shutters to protect windows and doors. See FORTIFIED: Build Resilience to Your Budget for more details and other resilience options.
- 9. **Water Conservation:** Implement a rainwater catchment system. See Hawaii Rainwater Catchment Systems Guidelines for information on design and maintenance.
- 10. **Gray Water System:** If local rules allow, install a gray water system. The reuseable water can be used for watering landscapes.
- 11. **Water Stations:** Set up water refill stations for reusable water bottles.
- 12. **Permaculture or Aquaponics:** Implement permaculture, rain garden, or aquaponics system. For more information, see Hawaii Residential Rain Garden Manual or UH Sea Grant Waimānalo Aquaponics.
- 13. **Compost Organic Waste:** Recycle organic matter to reduce landfill waste and improve soil quality.
- 14. **Facilitate and encourage sustainable transportation:** (a.) Multi-modal transportation (combination of mass transit, biking, walking, etc.) is available for both staff and customers. Providing information on alternative transportation, such as bus/shuttle schedules and contact information, information on charging stations, and providing information on facilities within walking distance. Provide multi-modal infrastructure such as: bike rack, access to dry and well-lit area to wait for public transportation and shuttle service). (b.) Provide bicycles or work with bike sharing programs. (c.) Facilitate employee carpooling. (Please note which measure)
- 15. **Support the local community:** (a.) Offer a kama'āina discount; (b.) or partner with other businesses to offer their products, highlight local artists or businesses by selling their work in your place of business.

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Purchasing and Practices:

- **Cleaning Supplies:** Use cleaning products as certified as an environmentally preferable product, such as: [Safer Choice](#), [ECOLOGO](#), or [Green Seal](#).
- Use natural or low-emissions building materials, carpets, or furniture. For more information on these products visit [Green Seal](#) and [Green Guard](#).
- **Paper:** Purchase paper products (tissues, toilet paper and paper towels) with 30% or higher recycled content.
- **Temperature Control:** Use a programmable thermostat, seal air leaks around windows, doors, and/or cracks with caulk, seal around windows and doors with weatherstripping ([Dept of Energy's Renters DIY Tips and Tricks](#)). Change your air filter regularly, tune up your HVAC equipment yearly, install ENERGY STAR certified cooling equipment ([High-Efficiency Heating & Cooling | ENERGY STAR](#)).

Occupant behavior:

- **Energy conservation practices:** Use light switch signage reminders or prominently placed house rules to remind residents and/or staff to turn off lights/AC or use occupancy sensors to control lighting/AC/heat/TV. See [Rebates – Hawaii Energy](#) for specific items that promote efficiency and qualify for rebates.
- **Give back to the community:** Donate what you don't need. Your waste could be someone else's treasure. Donate used linen, furniture, or leftover food to a non-profit organization or community group, see <https://greenbusiness.hawaii.gov/> (Resources) and [Reuse HI](#) for more information and contacts.

Recycling Resources:

- O'ahu [QL-Recycling Centers | Department of Environmental Services](#)
- Big Island [Solid Waste Division | Hawaii County, HI Department of Environmental Management](#)
- Maui [Recycling | Maui County, HI - Official Website](#)
- Kaua'i [Recycling Programs - Kauai County, HI](#)

Additional Sources

- [Dept of Energy's Professional Home Energy Assessments](#)
- [Dept of Energy's Do-It-Yourself Energy Assessment](#)
- [Dept of Energy's - Zero Energy Ready Home Requirements](#)
- [Dept of Energy's - Residential Renewable Energy](#)
- [Energy Star Multifamily New Construction](#)
- [Kauai Island Utility Cooperative – Energy Wise Program](#)
- [Appliance Programs | Kauai Island Utility Cooperative \(kiuc.coop\)](#)
- [Solar Water Heating Programs | Kauai Island Utility Cooperative \(kiuc.coop\)](#)
- [Electric Vehicle \(EV\) Resources | Kauai Island Utility Cooperative \(kiuc.coop\)](#)
- [Rooftop Solar | Kauai Island Utility Cooperative \(kiuc.coop\)](#)
- [Hawaii Energy's Energy Rebates](#)
- [Electric Vehicles – Hawaii Energy](#)
- [Hawaii Solar Energy Association](#)
- [University of Hawai'i Sea Grant - Waimānalo Aquaponics](#)
- [Hawai'i Rainwater Catchment Systems Program](#)
- [WaterSense - Best Management Practices](#)
- [WaterSense at Work Section 4.1: Pre-Rinse Spray Valves \(PDF\)](#)
- [Xeriscape](#)
- [Landscape Industry Council of Hawaii - Landscape Irrigation Conservation \(PDF\)](#)
- [Hawai'i Residential Rain Garden Manual](#)