

2009 “Green” Checklist for Florida Department of Health

Required For All Units (CHD’s, Divisions and/or Bureaus)

- A volunteer “green team” is established and meets regularly.
- A green plan with goals and measurements is in place and accomplishments are reviewed and reported regularly.

Green Inside (Must complete at least two initiatives)

- Organized and routine recycling of office paper, cardboard, bottles, cans, cartridges, and batteries is in place.
- Recycle compact fluorescent light bulbs and cell phones.
- Establish “free-cycling” area in break room or common area for staff to give away unwanted household items.
- Establish purchasing of only certified, recycled, or alternative products for your office.
- Office is cleaned and maintained with “green” cleaning products.
- Establish annual reduction targets of at least 5% of electricity and water usage.
- Provide regular information to employees on things they can do to reduce their carbon footprint at work and at home.
- Encourage flexible work schedules and telecommuting policies for employees through quarterly review.
- Install motion sensitive light switches or more efficient fluorescent light fixtures.
- Use recycled or washable dishes at events (birthday or special occasion luncheons).
- Reduce unnecessary purchasing and usage of materials (phone books, office supplies, etc.).
- Initiative of Choice (chosen for inclusion by administrator as Green Inside example)

Green Outside (Must complete at least two initiatives)

- Establish car pooling or other commuting options to personal vehicle use.
- Offer preferential parking to those who participate in a car or van pool.
- When purchasing new work vehicles, buy hybrids or other fuel efficient cars.
- CHD offices and services are located along alternative transportation routes (sidewalk, bus stop, and bike access)
- New CHD facilities or services are located in urban infill or brownfield redevelopment.
- CHD uses certified gardening or green landscape maintenance practices.
- CHD is LEED certified.
- Recycle bins are in open accessible public locations on campus.
- Initiative of Choice (chosen for inclusion by administrator as Green Outside example)

Green Community (Must complete at least two initiatives)

- Participate in or hold at least one community symposium or summit on a green-related issue like the health effects of climate change.
- Provide access to public bikes or public walkways for employees who wish to exercise at lunch or use the bike for errands.
- Sponsor an Earth Day Celebration.
- Supports local food production, community gardens, etc.
- Supports walk to school program.
- Supports land use planner on staff or established partnership with local land use planning agency.
- Supports a certified healthy homes, certified LEED, or member of local green building council on staff.
- Supports aging in place initiatives.
- Initiative of Choice (chosen for inclusion by administrator as Green Community example)