



Dry Cleaning \$ Laundry Application

2-5 Stars Certification

Spokane EnviroStars

www.spokaneenvirostars.org

Businesses Protecting the Spokane River & Spokane Valley - Rathdrum Prairie Aquifer

GOOD FOR BUSINESS. GOOD FOR THE ENVIRONMENT. GOOD FOR YOU.

EnviroStars Requirements

- Generate less than 220 pounds of hazardous waste per month.
- Participate in a voluntary visit with an EnviroStars representative to verify proper management & disposal of hazardous wastes.
- Set a goal to reduce hazardous materials or waste and conserve resources.

Star Rating System

★★

To earn **2-Stars**, properly manage all hazardous or dangerous wastes and set a goal to increase environmentally responsible practices.

★★★

To earn **3-Stars**, demonstrate best management practices for general housekeeping, inventory management and employee training for managing products & waste.

★★★★

To earn **4-Stars**, develop systems to reduce, reuse and/or recycle all wastes, conserve resources and educate customers about your commitment to environmentally responsible business practices.

★★★★★

To earn **5-Stars**, demonstrate environmental and community leadership among associations, peers, vendors, and/or training programs within your industry and practice comprehensive environmental protection.

Renewal

EnviroStars certification is renewed every 12 to 24 months by demonstrating progress towards achieving your stated goal(s) and establishing practices that earn a higher star rating.

EnviroStars Benefits

EnviroStars Business Certification

1. Provides free advertising and promotion.
 - ✓ EnviroStars Business Directory
 - ✓ EnviroStars Certified logo to use in marketing
 - ✓ An EnviroStars window decal
 - ✓ An EnviroStars certificate of recognition
 - ✓ Website promotion on www.spokaneenvirostars.org, www.envirostars.org, www.spokaneaquifer.org
 - ✓ Facebook promotion at Spokane River Forum, Aqua Duck and EnviroStars pages
 - ✓ Promotion at 30+ annual school and community events, e.g., Interstate Fair, Valley Fest, Earth Day, Family Science Nights, etc.
 - ✓ Feature News Articles
2. Attracts customers. Survey results show that 80% of consumers want the businesses they patronize to reduce their use of hazardous materials.
3. Provides access to technical assistance resources from sponsor organizations.
4. Increases efficiency and reduces material and disposal costs.
5. Creates a safer, healthier work environment.
6. Reduces regulatory burden.
7. Strengthens supplier and agency relationships.
8. Demonstrates a commitment to protecting our aquifer, river and environment.

Spokane EnviroStars 2206 S. Sherman Street Spokane, WA 99203

509-847-4337 509-535-3986 fax tonilee@spokaneriver.net



Spokane Regional Solid Waste System



Spokane EnviroStars
www.spokaneenvirostars.org

2206 S. Sherman Street
Spokane, WA 99203
509-535-7084 office
509-847-4337 cell
509-535-3986 fax

Businesses Protecting the Spokane River & Spokane Valley - Rathdrum Prairie Aquifer

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Spokane EnviroStars 2-5 Stars Certification

Our business is interested in **EnviroStars** Certification.

Business Name:

Street Address:

City, State, Zip:

Phone:

Fax:

E-mail:

Web site:

Authorized Business Representative Name:

Authorized Business Representative Signature:

Date:

Our business agrees to have a voluntary Local Source Control (LSC) Technical Assistance visit from the Spokane Regional Health District.

LSC Technical Assistance Visit Date:

LSC Specialist Signature:

Our business has made and maintained the corrections required for EnviroStars Certification as recommended by the Local Source Control Specialist.

Certification Date:

Re-certification Date:



Spokane EnviroStars 2 Stars Certification: STEP ONE

Use the checklist below to determine EnviroStars Certification eligibility.

You must be able to check all boxes in the Minimum Hazardous Waste Management Requirements below to qualify for recognition by the Spokane EnviroStars program. See Table 1 on page 3 for additional industry specific criteria.

Minimum Hazardous Waste Management Requirements:

The business is a small quantity generator (SQG) of hazardous waste.

- SQGs generate less than 220 pounds per month (or about 27 gallons/half a drum of hazardous waste per month) and accumulate no more than 2,200 pounds (or about 5 drums) of hazardous waste on site at any time.

All hazardous wastes are handled appropriately, including the following:

- Petroleum, solvent, paint and metal are recycled or handled as hazardous waste.
- Fluorescent/HID lamps, batteries, mercury thermostats, and other mercury-containing equipment are recycled or handled as hazardous waste.

All hazardous waste is stored in containers that are:

- Compatible with the waste, kept closed when not in use, kept inside or under cover, and or not in direct contact with soil or located near a drain.

Hazardous waste is stored within secondary containment that is:

- Made of durable, leak-proof material (e.g., a bermed room, containment pallet, sump, or trough),
- Compatible with the waste it is meant to hold,
- Capable of holding the largest potential spill. Reference WAC 173-303-630 (7) (iii)

Each hazardous waste container is labeled with:

- The name/description of the waste, its hazards (toxic, flammable, etc.), and the words "Hazardous Waste" or "Dangerous Waste" are clearly marked on the label.

The business maintains Spill Response materials:

- Spill clean-up and containment materials are available on site and in transporting vehicles.
- A Spill Response Plan with emergency phone numbers is posted.

The business also maintains and can provide the following documentation:

- Material Safety Data Sheets (MSDSs) for hazardous products.
- Documentation for all hazardous waste disposal and recycling are available (e.g., receipts, manifests, bills of lading, DOT shipping papers or vendor certificates).





Spokane EnviroStars 2 Stars Certification: STEP TWO

1. Answer **YES** or **NA** to the waste management and disposal best practices below to be certified as an EnviroStars Business.

Table 1: Industry Specific Waste Management & Disposal:

YES	NA	
		No Perchloroethylene (Perc) is used or a plan is in place to remove Perc from all cleaning processes and select the least toxic cleaning solvents available.
		A written Environmental Management Plan or Operations and Maintenance Plan is followed, periodically inspecting shop equipment and repairing defects.
		Air Quality Permit and Conditions of Approval are on-site and available.
		Spigots, pumps, and funnels are used when pouring solvents and cleaners. Waste and product container lids kept closed unless actively in use. Self-closing funnels are recommended.
		Solvents are recycled or handled as hazardous waste.
		On-site solvent recycling is done with equipment which meets air quality & fire codes.
		Separator water is evaporated or disposed of as hazardous waste.
		Filters and sludges containing solvents are disposed of as hazardous waste.
		Equipment is routinely checked for leaks.
		Appropriate personal protective equipment (PPE) is available in the spill response kit. MSDS are consulted for appropriate PPE.
		Flammable materials (including used rags) are stored in closed, fireproof safety units or as directed by the Fire Department.
		HOC (halogenated organic carbon) detectors are used when maintaining, repairing, or monitoring dry cleaning and/or waste treatment equipment to detect leakage and make repairs or an internal HOC detector is built into the machine.
		Hazardous products and materials are used sparingly, and according to manufacturers' directions.
		Emissions, wastes and property perimeter are routinely checked to avoid contamination problems for neighbors.

2. Schedule a site visit with Tonilee Hanson, the Spokane River Forum's **EnviroStars** representative. Call 509-535-7084 office or 509-847-4337 mobile.

3. Write and post a pollution prevention or hazardous waste related goal for the year. (See examples below)
 - Be as specific as possible.
 - You may consider the Local Source Control recommendations.
 - Explain how you intend to achieve your goal. Outline the steps you will take, include a timeline, and designate the person responsible for each step or task.

Example Goals:

Goal: Our business will improve our spill prevention and response capability.

Steps:

- Purchase enhanced spill response materials (drain covers, booms, absorbent pads, etc.) and store near potential spill locations
- Provide secondary containment for liquid products.
- Permanently seal floor drains to prevent contaminants from entering the sanitary sewer.

Goal: Our business will reduce our impact on stormwater.

Steps:

- Wash all company vehicles at a commercial car wash rather than on site.
- Implement routine checks of parked vehicles for leaking and clean all leaks in the parking lot.
- Move inside all wastes and hazardous materials stored outside or provide cover and secondary containment.
- Provide cover for any metals, tires, etc. stored outdoors.
- Spring clean-up in parking lot – sweep rather than hosing into storm drains.
- Clean storm drain catch basins and drywells on property.
- Future building plans – reduce use of galvanized building materials.

Goal: Our business will work to implement 3-5 star certification requirements.





*Post your goal and the steps you and your company employees will take to accomplish it.
Describe your progress on your goals and one new goal for the coming year.*

Begin Date	Steps, Tasks or Action Items	Responsible Person	End Date

Certification: I volunteer to uphold the standards of the **EnviroStars** Program by properly managing and reducing hazardous waste, meeting all industry specific permit requirements and maintaining a current business license. If my business no longer meets program requirements, I will notify **EnviroStars** of the change. I will also refrain from promoting my business as **EnviroStars** certified until the issue is resolved. I understand that the use of the **EnviroStars** logo is a privilege and that the **EnviroStars** Program owns the rights to the logo.

Please Sign Below

Business Owner: _____ Date: _____

Spokane EnviroStars Representative: _____ Date: _____



Maintenance & General Housekeeping – Mark all that apply. Minimum Requirement - 5
Our business follows Best Management Practices

YES	Goal	NA	
			Customers are asked to identify stains and what they might be for appropriate stain removal.
			Environmentally preferable cleaning products are used. (e.g., Green Seal, EcoLogo, DFE, etc.)
			Reusable cloth wipes are laundered by a permitted industrial laundry and replace disposables.
			Floors are swept and spot-cleaned for drips and spills, in place of mopping with detergent and water, using a floor machine, or using a hose.
			Microfiber mops are used instead of traditional mops to conserve water, minimize cleaners, and contain contaminants.
			Water leaks are repaired as soon as detected.
			Stormwater drainage system is mapped, inspected quarterly and maintained as needed.
			Wash water with soap, detergent or cleaning product is prevented from entering storm drains.
			All vehicle wash water is discharged to sanitary sewer.
			Airborne dust is minimized and storm drains are protected by using rakes and brooms to collect dirt and debris rather than using leaf blowers or hoses.

Purchasing & Inventory Management – Mark all that apply. Minimum Requirement - 4
Our business uses the least hazardous products available and manages product inventory.

YES	Goal	NA	
			Material Safety Data Sheets (MSDS) are reviewed before purchasing products.
			Vendors/jobbers are informed of our commitment to using environmentally preferable cleaning products (e.g., non-chlorinated, butyl-free, pH between 5 and 12, low or no-VOC).
			An inventory system streamlines product purchasing and prevents overstock.
			Shipments are inspected for leaks or damage before they are accepted.
			Stock is organized to be used or sold by purchase or expiration date. Long shelf-life is considered when purchasing products.
			Records are kept of all mercury, vinyl and PVC containing devices within our facility. A plan to systematically replace such products is in place.
			Furniture purchased is free of halogenated flame retardants, e.g., PBDE-free polyurethane foam.
			Purchased computers and electronics are rated in conformance with EPEAT (Electronic Product Environmental Assessment Tool) Product Registry www.epa.gov/epaat .

Employee Training & Involvement - Mark all that apply. Minimum Requirement - 5
Our business educates, informs and involves our employees in reducing waste and pollution.

YES	Goal	NA	
			Regular meetings are held to generate and implement pollution and waste reduction ideas.
			Proper product storage, disposal and spill cleanup training is provided to employees.
			EnviroStars goals are posted and discussed.
			One staff member is responsible for routine inspections of product/ waste/recycling containers.
			Waste management or pollution prevention publications are made available to employees. (e.g., Unapproved products are not brought to work.
			A “no grease down the drain” policy is observed by employees.
			Only toilet paper and seat covers are allowed to be flushed.



Spokane EnviroStars 4 Stars Certification

Systematic Waste Reduction Operations - Mark all that apply. Minimum Requirement - 4

YES	Goal	NA	
			No Perchloroethylene (Perc) is used in any cleaning processes.
			Electronic communications are used when possible to reduce paper waste, including appointment reminders, internal memos, and e-newsletters.
			Landscape maintenance employs integrated pest management (IPM), using least hazardous methods first, to prevent and control pest or weed problems.
			Contracted services specify use of the least toxic products available. <i>List on page 9.</i>
			Carpet, which can collect deep dust contaminants, is replaced with linoleum, cork, bamboo, concrete, marmoleum, Forestry Stewardship Certified (FSC) wood, or other flooring.
			Hazardous waste hauling service is scheduled to fit volume and frequency needs.
			Systems to minimize air emissions are implemented. Employees are encouraged to take the bus, bike, carpool, walk and/or are hired locally. Company vehicle travel is managed to conserve fuel.
			Reduction, reuse, recycling or elimination of all wastes produced has been explored and systematic actions have improved our practices. <i>Explain how and by how much on page 9.</i>

Recycling - *Our business recycles all of the items marked in the yes columns. Wastes that are not generated are marked with NA.*

YES/NA	YES/NA	YES/NA	YES/NA
	Hangers		Batteries
	Garment bags		Mercury
	Clothes		Cardboard
	Unclaimed items		Paper
			Ink/Cartridges
			Fuels: Gasoline/Diesel
			CFCs/Refrigerants
			Pesticides/Herbicides
			Computers/Electronics
			Perchloroethylene
			Oil
			Grease
			Rags
			Solvents
			Plastic

Marketing & Education - Mark all that apply. Minimum Requirement - 3

Our business markets environmentally responsible actions to our customers, community and industry.

YES	Goal	NA	
			Tours of the facility are available to trade associations, customers, or environmental groups.
			Our billing insert, newsletter, postcard, e-mail, blog, website, and /or Facebook page includes environmental or waste management features.
			Our environmental awards appear on our website, Facebook, blog and/or print marketing.
			Materials to educate employees and/or customers about steps they can take to prevent pollution and conserve resources at home are provided.
			Storm drains are stenciled with a message i.e., "Dump no waste, drains to aquifer & river".

Policies, Management & Accounting Systems - Mark all that apply. Minimum Requirement - 2

Our business accounts for all waste management costs and is implementing an improvement plan.

YES	Goal	NA	
			Disposal and recycling records are analyzed yearly to monitor the amount of waste generated and evaluate progress in waste reduction.
			No-idling policy for company fleet and/or delivery vehicles is implemented. For free "No idling" signs go to www.spokanecleanair.org .
			Vendors, suppliers, and contractors are checked for insurance and required permits from regulatory agencies before contracts are signed.
			Energy consumption is monitored and conserved. We participate in EPA Green Lights, Energy Star or local rebate and incentive programs.



Spokane EnviroStars 5 Stars Certification

Leadership - Mark all that apply. Minimum Requirement - 4

Our business works within our industry to promote environmental stewardship.

For * items please provide requested details on page 9 or attach additional information.

YES Goal NA

			Our successes, cost savings and environmental tips are shared with others through trade association meetings, trade publications or industry-related conferences. <i>*Which ones?</i>
			Our commitment to leadership includes educating the industry leaders of tomorrow by discussing waste management, pollution prevention and/or materials choices in on-the-job training, voc-tech or college programs. <i>*Where?</i>
			We work with our suppliers, manufacturers, government agencies or non-profit organizations to play an active role in promoting environmentally sensitive products and technologies. <i>*Describe.</i>
			We research, purchase and stay up to date on new technology, product, or service innovations that reduce wastes or prevent pollution. <i>*Describe.</i>
			We write articles for professional/informal publications discussing environmental protection, health, safety, green business strategies, and/or other ideas. <i>*Attach a copy.</i>
			We participate in or sponsor neighborhood clean-up, or other projects in our community to encourage environmental stewardship. <i>*Describe.</i>
			We have developed a NEW technology, product, or service innovation that resulted in eliminating hazardous materials use, greenhouse gas emissions, or other environmental impacts. <i>*Please detail the innovation.</i>
			Businesses are being encouraged to become EnviroStars certified. <i>*Please provide the business name and contact person.</i>

Comprehensive Environmental Protection - Mark all that apply. Minimum Requirement - 10

YES

YES

	Double-sided copies are made.		Motion-sensors, LED or natural lighting is used.
	Office supplies such as file folders or envelopes, and scrap paper are reused.		Vendors are selected based on ability to take back damaged or unused products.
	Shipping materials & containers are reused.		Hybrid, electric, biodiesel or car-share vehicles used.
	WRAP Assessment completed (pg. 9).		LEED Certified – Specify level.
	Materials reuse/exchange station is set up.		Low Impact Development Landscaping e.g., grassy swale, drought resistant plants, pervious surface.
	Rechargeable batteries are used.		Low Impact Development Building e.g., roof garden, solar panels, white roof, etc.
	Recycled products are purchased.		Kitchen supplies are reusable or compostable.
	Equipment is repaired vs. replaced.		Food composting is available.
	Low flow toilets are installed.		Worm bins are used for composting.
	Energy Star rated products are purchased.		EPA Waterwise / Wastewise program member.
	Green energy (wind and solar power) is purchased.		* Other:



Please Describe Other Innovations, Leadership Actions or Environmental Stewardship.

Congratulations! Receive the recognition you deserve as an EnviroStars Certified Business!

E-mail your completed application to Tonilee@spokaneriver.net or fax to 509-535-3986

Dumpsmart Website: <http://www.wastormwatercenter.org/dump-smart>
E-Cycle Washington: 1-800-732-9253 or www.ecyclewashington.org
Grow Smart Grow Safe: <http://www.growsmartgrowsafe.org/>
Hazardous Waste Services Directory: <http://apps.ecy.wa.gov/hwsd/default.htm>
Light-cycle Washington: www.walights.org/ & www.ecolights.com/
Recycling Information: 1-800-Recycle, <https://fortress.wa.gov/ecy/recycle/> and www.earth911.com
Spokane Recycling Hotline: 509-625-6800 or www.solidwaste.org
Spokane Regional Clean Air Agency: 509-477-4727 or www.spokanecleanair.org
Washington Stormwater Center: www.wastormwatercenter.org

EnviroStars does not endorse or require use of the following resources. Your business may find these free and for fee services useful as you plan your sustainable business practices.

Resource	Contact Information	Services Provided
WRAP <i>Waste Reduction Assessment Program</i>	Jim Haynes 509-625-6536 jhaynes@spokanecity.org www.solidwaste.org/wraudits.htm c/o Spokane Regional Solid Waste System 221 N. Wall St., STE 410 Spokane, WA 99201-0825	FREE assessment available to businesses, schools and institutions in Spokane County. Waste Reduction Assessment Program (WRAP) provides solid waste assessments of commercial waste management practices to save money and resources.
Spokane Area Waste Disposal Service Providers	AAA Sweeping Spokane, WA 509-922-1363	Provides drywell/catch basin cleanout
	Able's Clean-up Technologies, Inc. 509-466-5255 www.ablecleanup.com	Remediation & clean-up: Storage tanks, air monitoring, drug lab, mold abatement, unknown substances, HW transport, silver recovery
	Big Sky Industrial Spokane, WA 509-624-4949	Provides drywell/catch basin cleanout, fluorescent light & ballast management,
	Blue Ribbon Environmental 800-436-1050	Hazardous Waste transportation
	Clean Harbors Environmental 800-444-4244 www.cleanharbors.com	Bulk, drum, wastewater, landfill, oil, PCB, explosives, medical waste, shredding, transportation
	Emerald Services www.emeraldnw.com 3808 N. Sullivan Road, Bldg. 11 Suite C Spokane, WA 99216 509-928-6789 - 509-928-7048 Fax	Picks up and recycles: oil, solvent, antifreeze, oil-based paint, corrosives, batteries, inks, fluorescent light tubes, rags, solids/sludge
	Earthworks Recycling 1904 E Broadway Ave Spokane, WA 99202 509-534-1638 www.earthworksrecycling.com/	Accepts and recycles: fluorescent bulbs, refrigerant recovery, paper, electronics, metals, cardboard, print cartridges, glass, cans, shredding and more
	MCS Environmental 509-924-9236	Water Quality Testing – Silver recovery (x-ray fixer)
	MGEG 509-455-4119	Water Quality Testing – Silver recovery (x-ray fixer), HW transport
	PSC Environmental-Small Quantity Services Program Valley Recycle/Transfer Station David Gunlock dgunlock@pscnow.com 3941 N. Sullivan Rd, Spokane Valley, WA 99216 509-547-8242 509-542-1248 Fax	PSC offers a hazardous waste drop-off location for Conditionally Exempt Small Quantity Generators (CESQG). 8:00 am to 12:00 pm. Call for pricing and appointment. Antifreeze, oil, fluorescent bulbs and other products are accepted.
Safety Kleen 509-928-8353 www.safety-kleen.com	Provides hazardous waste & oil collection, vacuum services (dry well cleanout), ER, and compliance	