



## The Watershed Pledge for Businesses

### **What is the Watershed Pledge?**

The Whatcom Watershed Business Pledge helps businesses review current business practices and creates a to-do list to reduce pollution in our local watersheds. Businesses that adopt some of the pollution prevention practices we recommend will receive an attractive pledge plaque to display in their store or office, recognition in local publications and access to additional incentives.

### **Why take the Watershed Pledge?**

The Watershed Pledge allows Businesses Owners and households to learn practical strategies to prevent waste, properly dispose of hazardous materials and prevent water pollution.

The Whatcom Watershed Pledge helps you learn what you can do at home and on the job to prevent water pollution. *Already, over 600 businesses and 1000 households in Whatcom County have taken the pledge.*

Business name/type: \_\_\_\_\_

Business contact name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

# MINIMIZE SOLID WASTE

## Recycling

| Yes | Do you recycle:  | To Do | Doesn't Apply | Page # |
|-----|--|-------|---------------|--------|
|     | Mixed office paper?                                      |       |               | 1      |
|     | Shredded confidential paper?                             |       |               | 1      |
|     | Newspaper?   |       |               | 1      |
|     | Cardboard?   |       |               | 1      |
|     | Aluminum and tin cans / glass & plastic bottles ?        |       |               | 1      |
|     | Used laser printer / ink jet / copier toner cartridges ? |       |               | 2      |
|     | Pallets?   |       |               | 3      |
|     | Plastic film / plastic bags/ pallet wrap?                |       |               | 3      |

## Reducing waste

| Yes | Do You:  | To Do | Doesn't Apply | Page # |
|-----|--|-------|---------------|--------|
|     | Make <b>double-sided copies/use duplex printing</b> ?  |       |               | 3      |
|     | Reuse <b>single-sided pages</b> for draft print jobs, notepads?  |       |               | 3      |
|     | Reuse mailing <b>envelopes</b> and other office supplies?  |       |               | 4      |
|     | Use <b>reusable products</b> instead of buying disposables (e.g. cloth rags, durable cups / flatware / plates )? |       |               | 2/4    |
|     | Tell companies that send you <b>unwanted mail</b> to remove you from their mailing list?                         |       |               | 4      |
|     | Keep <b>your mailing list</b> current?   |       |               | 4      |
|     | <b>Ask customers</b> if they <b>need</b> a bag?  |       |               | 3      |
|     | Reuse/give away <b>packaging materials</b> (cardboard boxes, bubble wrap, newspaper, tissue, foam, peanuts)?     |       |               | 3      |
|     | Ask <b>your suppliers</b> to minimize the <b>packaging</b> they send you / ask them to take it back?             |       |               | 3      |

## Purchasing environmentally-preferable products

| Yes | Do You:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | Buy <b>recycled</b> products? (office paper, garbage bags, etc.)  |       |               | 2      |
|     | Buy <b>remanufactured</b> toner cartridges and <b>refilled</b> ink jet cartridges for printers and fax machines?  |       |               | 2      |
|     | Buy <b>concentrated products</b> or purchase them in <b>bulk sizes</b> (e.g. cleaning supplies)?  |       |               | 2      |
|     | Use <b>rechargeable</b> batteries wherever possible?  |       |               | 3      |
|     | <b>Specify environmentally-preferable products</b> in jobs you contract out (paper for print jobs, building materials for construction projects, etc.)? |       |               | 3      |

What are the biggest obstacles you face in trying to address these types of solid waste issues?

Are there other ways to minimize solid waste that you have discovered that we have not talked about?

# MINIMIZE HAZARDOUS WASTE

## Hazardous Waste Reduction and Storage

| Yes | Do you :   | To Do | Doesn't Apply | Page # |
|-----|--|-------|---------------|--------|
|     | <b>Label waste containers</b> with a description of the waste and the hazard associated with the waste (for example, Waste Acetone, Flammable)?              |       |               | 15     |
|     | <b>Keep containers closed</b> whenever wastes are not being added or removed?  |       |               | 14     |
|     | Ensure that <b>containers stored outdoors</b> are kept under cover and have spill containment?   |       |               | 15     |
|     | Have a <b>spill management plan</b> ?  |       |               | 16/17  |
|     | <b>Avoid mixing wastes</b> in a way that would prevent reuse or recycling (for example, putting waste oil and solvents in separate containers)?              |       |               | 14     |
|     | Buy <b>less toxic</b> products (cleaners, low voc paints, solvents, etc.)?   |       |               | 13     |
|     | Keep <b>product inventories</b> to avoid expired materials?  |       |               | 16     |
|     | Get rid of excess materials (and purchase inexpensive raw materials) through free listing services such as the <b>Industrial Materials Exchange (IMEX)</b> ? |       |               | 14     |

## Hazardous Waste Disposal

### Disposal Abbreviations Key

| Disposal Abbreviations Key |                                |
|----------------------------|--------------------------------|
| <b>SW</b>                  | Solid waste                    |
| <b>RCY</b>                 | Recycle                        |
| <b>OT&amp;D</b>            | Offsite treatment and disposal |
| <b>DISCHARGED TO DRAIN</b> |                                |
| <b>SAN</b>                 | Sanitary sewer                 |
| <b>SEP</b>                 | Septic                         |
| <b>STORM</b>               | Storm drain                    |

| Current Disposal Method |                                       | Recommended Disposal Method | To Do | Page #   |
|-------------------------|---------------------------------------|-----------------------------|-------|----------|
|                         | <b>Common wastes</b>                  |                             |       |          |
|                         | Spent fluorescent lamps and ballasts  | RCY                         |       | 7/16/20  |
|                         | Old computers & monitors              | RCY                         |       | 8/20     |
|                         | Old cell phones                       | RCY, Donate                 |       | 4        |
|                         | Used shop towels                      | Launder & reuse             |       | 12       |
|                         | Paint waste                           | RCY / OT&D                  |       | 8/22     |
|                         | Used cleaning solutions/disinfectants | SAN                         |       | 11       |
|                         | Used solvents                         | Reuse / RCY                 |       | 14/17/22 |
|                         | Solvent sludge                        | OT&D                        |       | 12       |
|                         | <b>Automotive</b>                     |                             |       |          |
|                         | Waste motor oil                       | RCY                         |       | 8/21     |
|                         | Used oil filters                      | Crush & RCY                 |       | 8/9/21   |
|                         | Waste antifreeze                      | RCY                         |       | 9/19     |
|                         | Used brake fluid                      | OT&D                        |       | 9        |
|                         | Used auto batteries                   | RCY                         |       | 9        |
|                         | Waste gasoline                        | OT&D                        |       | 9        |
|                         | <b>Other</b>                          |                             |       |          |

|  |                                 |      |  |       |
|--|---------------------------------|------|--|-------|
|  | Sandblasting waste              | OT&D |  | 11    |
|  | Empty compressed gas cylinders  | RCY  |  | 11    |
|  | Dry cleaning wastes             | OT&D |  | 11    |
|  | Waste inks or dyes              | OT&D |  | 11/21 |
|  | Pesticide residuals             | OT&D |  | 12    |
|  | Used photo-processing chemicals | OT&D |  | 12/20 |

| Yes | Do you:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | Keep <i>MSDS</i> sheets in an easy-to-find location?  |       |               | 7      |
|     | Use the <i>Disposal of Toxics</i> facility?   |       |               | 10     |
|     | <i>Keep records</i> from hazardous waste activities (for example, copies of receipts, disposal manifests and testing data)? |       |               | 16     |

What are the biggest obstacles you face in trying to address these types of hazardous waste issues?

Are there other ways to minimize hazardous wastes that you have discovered that we have not talked about?

## PREVENT WATER POLLUTION

### General Housekeeping Practices

| Yes | Do you:  | To Do | Doesn't Apply | Page # |
|-----|--|-------|---------------|--------|
|     | Keep <i>dumpster</i> lids closed and routinely inspect them for leaks and spills?  |       |               | 26     |
|     | Make sure that <i>liquids stored outside</i> are in a location where spills can easily be contained?   |       |               | 26     |
|     | Have <i>spill cleanup supplies</i> (such as floor dry or oil absorbent pads) readily available and clean up all spills immediately?  |       |               | 26     |
|     | Cover <i>stockpiles</i> with temporary plastic sheeting or put them under a permanent structure?   |       |               | 27     |
|     | <i>Use a tarp</i> to collect dust, paint, and debris when sandblasting, painting, or doing other messy projects outside?   |       |               | 28     |
|     | Know where <i>floor drains</i> lead? It is illegal for them to drain to storm water systems. If they do take immediate action, such as plugging them, converting them to a dead-end sump, or connecting them to a sanitary drain (if permitted by your local wastewater treatment facility). |       |               | 28     |
|     | Regularly <i>maintain business vehicles</i> to prevent leaks and breakdowns?   |       |               | 28     |
|     | <i>Drain the fluids</i> from cars or engines saved for parts (and properly disposed of the fluids)?  |       |               | 28     |
|     | Cover <i>fueling areas</i> and design them to drain to a dead end sump?  |       |               | 28     |

### Drainage Systems

| Yes | Do you:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | Keep <i>storm drain grates</i> on your property free of leaves and debris?                      |       |               | 29     |
|     | <i>Label storm drains</i> with the message "Dump No Waste, Drains to Lake/Stream/Bay/etc."?     |       |               | 29     |
|     | Routinely inspect and maintain <i>catch basins and storm drains</i> ?                           |       |               | 29     |
|     | Routinely inspect and maintain <i>oil/water separators</i> ?                                    |       |               | 31     |
|     | Routinely inspect and maintain <i>other drainage system features</i> (vaults, bioswales, etc.)? |       |               | 32     |
|     | <i>Keep records</i> of drainage system maintenance?   |       |               |        |

### Pressure Washing / Cleaning

| Yes | Do you:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | <i>Wash vehicles and equipment</i> in a designated area that <i>does not</i> drain to a storm drain?                |       |               | 28     |
|     | <i>Remove oil from oil/water separators</i> before sending through wash-water that contains emulsifying detergents? |       |               | 31     |
|     | Use <i>alternatives</i> to washing with water (such as sweeping) as much as possible?                               |       |               | 28     |

### Landscape Maintenance

| Yes | Do you  | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | Take steps to <i>avoid over-watering and runoff</i> (audit and schedule irrigation systems, use moisture sensors, etc.)?  |       |               | 33     |
|     | Use <i>alternatives to pesticides</i> whenever possible?  |       |               | 34     |
|     | Apply <i>fertilizer</i> only if needed in the amounts needed (according to soil tests and plant requirements)?            |       |               | 34/35  |
|     | Select pest-resistant and drought-tolerant plant varieties, particularly <i>native plants</i> , when planting new plants? |       |               | 35     |
|     | Avoid using equipment with <i>two-stroke gasoline engines</i> (lawn-mowers, leaf-blowers, etc.)?                          |       |               |        |

### Construction Activities

| Yes | Do you:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | <i>Preserve</i> as much <i>vegetation</i> as possible during construction activities?                     |       |               | 36     |
|     | Use <i>erosion and sediment control methods</i> to keep sediment from entering the drainage system?       |       |               | 32     |
|     | Use <i>alternatives to impervious surfaces</i> to slow and reduce long-term runoff?                       |       |               | 32     |
|     | Use <i>alternatives to wood products treated with creosote</i> , CCA, ACZA and other hazardous chemicals? |       |               | 33     |
|     | Sort <i>reusable/recyclable construction debris</i> at construction sites?                                |       |               |        |

Do you have an above or below ground storage tank?  YES  NO

If yes, what does it contain? \_\_\_\_\_

What size is it? \_\_\_\_\_

What are the biggest obstacles you face in trying to address these types of water pollution prevention issues?

Are there other ways to prevent water pollution that you have discovered that we have not talked about?

**EDUCATE EMPLOYEES**

| Yes | Do You:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | Teach employees <i>where drains lead</i> (to storm drains, septic systems or the sanitary sewer) and what should and should not go to each? |       |               | 37     |
|     | Encourage employees to <i>recycle, prevent waste, and purchase recycled products</i> ?  |       |               |        |
|     | Teach employees that <i>handle hazardous materials</i> about liability, waste handling, spill prevention, and waste prevention?             |       |               | 37     |

**CONSERVE RESOURCES**

| Yes | Do You:   | To Do | Doesn't Apply | Page # |
|-----|---|-------|---------------|--------|
|     | <i>Turn off</i> lights, computers and other equipment after hours?  |       |               | 39     |
|     | Replace worn out bulbs, light fixtures and equipment with <i>energy efficient</i> models?   |       |               | 39     |
|     | Encourage employees to <i>walk, bike or take the bus</i> to work (reimburse employees for bus passes, provide bicycle parking, etc.)? |       |               |        |

**Other Comments:**

Do you want to take the Whatcom Watersheds Pledge?  YES  NO