

GREEN LAB CERTIFICATION

Printable Application

This document is meant for data collection and personal reference only. To apply for green certification use the official evaluation form online at <http://green.uw.edu/labs/apply>
Please evaluate your lab on the following criteria by circling the applicable answer.



Answer Key:

A = Always or All NE = Never or None S = Sometimes or Some N/A = Not Applicable N = No Y = Yes



Laboratory Information

Laboratory Title: _____
 Laboratory Description: _____
 Laboratory Subject Matter (Check all that apply): ___ Chemistry ___ Physics ___ Mathematical ___ Life Sciences
 ___ Geology ___ Engineering ___ Other: _____
 Location: _____ Campus Mail box number: _____
 Number of people working in laboratory: _____
 Laboratory is composed primarily of (Check all that apply):
 ___ Faculty ___ Staff ___ Undergraduate Students ___ Graduate Students
 Contact Name: _____ Contact Email: _____
 Contact Phone Number: _____ Primary PI Name: _____
 Primary PI Email: _____



Communication and Education

(5 Points Possible, 6 Bonus)

Points Possible	Question Number	Question	Possible Answers
1	CE1	When a new member begins work at our lab, their orientation to our lab includes information regarding sustainability practices	Y N
1	CE2	Staff meetings or other means of communication include information regarding laboratory sustainability practices	A S NE
1	CE3	Our laboratory keeps communication lines open with our neighboring laboratories in order to combine orders and share resources when possible (1) If true, give an example of when and how: _____ _____ _____	A S NE N/A
1	CE4	Our laboratory participates in a Green Team for our building or department	Y N
1	CE5	Our laboratory is part of a departmental network of laboratory contacts	Y N
3	CE6 BONUS	At least 50% of our laboratory has taken the UW Sustainability Pledge	Y N
3	CE7 BONUS	Our administrative office is Green Office Certified ___Gold (3) ___Silver (2) ___Bronze (1)	Y N



Energy

(16 Points Possible, 1 Bonus)

Electronics and Lights

Points Possible	Question Number	Question	Possible Answers
2	E1	Our laboratory has taken the time to determine and label what shutdown procedure each electronic device requires	A S NE
1	E2	Our laboratory members unplug and/or turn off nonessential electronic devices (such as computers, monitors, heat plates, spinner plates, cell phone chargers, battery chargers, etc.) when not in use	A S NE
1	E3	The last person to leave our laboratory turns off the lights and is reminded by our strategically placed reminder signs	Y N
1	E4	Our laboratory makes an effort to use only natural light from windows when possible	A S NE N/A
1	E5	Our laboratory computers have been optimized to use less energy	A S N N/A

Freezers and Refrigerators

0	E6	Our laboratory has a refrigerator or freezer ___Fridge ___Freezer ___Both ___None	
3	E7	Our freezers are defrosted on a regular basis ___ Biannually (3) ___ Annually (2)	Y N N/A
3	E8	The external components of our refrigerator/freezer (including coils and motors) are regularly cleaned ___ Biannually (3) ___ Annually (2)	Y N N/A
1	E9	Our laboratory has turned down our -80 freezer to -70	Y N N/A
1	E10	Our laboratory stores DNA at -20 C	A S NE N/A
1	E11 BONUS	At least one of our refrigerators/freezers is Energy Star rated	Y N N/A

Fume Hoods

0	E12	Our laboratory does/does not utilize fume hoods. (Select all that apply) ___ Constant Air Volume ___ Variable Air Volume ___ Other	Y N
2	E13	Fume hood sashes are kept closed when not in use and low when in use	A S NE N/A



Recycling, Compost, and Waste Reduction

(26 Points Possible, 0 Bonus)

Shipping and Mail

Points Possible	Question Number	Question	Possible Answers
1	R1	Our laboratory reuses or recycles mailing envelopes, boxes, and packaging material	A S NE



1	R2	Our laboratory returns packaging materials to our vendors whenever possible	A	S	NE	N/A
2	R3	Our laboratory attempts to reduce unwanted mail by removing names from mailing lists and sharing periodicals and other mailings	A	S	NE	
1	R4	Our laboratory requests electronic versions of laboratory catalogues, or has made the choice to shop purely online, to replace printed laboratory catalogues	A	S	NE	
1	R5	Our laboratory orders frequently used items in bulk, consolidates orders, and/or combines orders with other labs when possible	A	S	NE	N/A
2	R6	Our laboratory requests vendors that have reduced, recycled, or reusable packaging options when possible	A	S	NE	

Recycling

1	R8	Our laboratory reuses or recycles paper	A	S	NE	N/A
1	R9	Our laboratory recycles plastic and glass containers, including reagent bottles	A	S	NE	N/A
2	R10	Our laboratory recycles hard plastics	A	S	NE	N/A
1	R11	Our laboratory recycles Styrofoam/polystyrene blocks and boxes	A	S	NE	N/A
1	R12	Our laboratory sends packing peanuts to UW Recycling for reuse	A	S	NE	N/A
1	R13	Our laboratory recycles or refills Printer/Copier Cartridges and Components	A	S	NE	N/A
1	R14	Our laboratory recycles plastic film	A	S	NE	N/A
1	R15	Our laboratory recycles e-media at our nearest e-media bin	A	S	NE	N/A
2	R16	Our laboratory properly & safely recycles Lecture Bottles/Gas Cylinders that vendors do not accept back	A	S	NE	N/A

Source Reduction

1	R17	Our laboratory has a person who is responsible for chemical, stockroom, and freezer/refrigerator management and inventory	Y	N		
2	R18	Our laboratory revises and changes our methods in order to produce less waste	A	S	NE	
3	R19	Our laboratory uses MyChem for chemical exchange... <input type="checkbox"/> Every time I order chemicals, I always check MyChem first <input type="checkbox"/> Every Few Months <input type="checkbox"/> Once or twice a year <input type="checkbox"/> Never	Y	N	N/A	

Plant Material

0	R20	Our laboratory utilizes plant materials...	A	S	NE	
1	R21	Our laboratory either composts waste plant material or we send it to the UW farm for reuse	A	S	NE	N/A



Chemical Usage and Disposal

(7 Points Possible, 0 Bonus)

Points Possible	Question Number	Question	Possible Answers
0	C1	Our laboratory utilizes chemicals...	A S NE
1	C2	All of our applicable laboratory members have taken the required "Managing Lab Chemicals" class provided by EH&S	A S NE N/A
1	C3	Our laboratory has exchanged all of our mercury thermometers for non-mercury thermometers through the Free EH&S "Mercury Thermometer Swap Program"	A S NE N/A
1	C4	When using chemicals, our laboratory practices green chemistry methods (e.g. micro-scale reactions, computer simulations, etc.). If you answered Always or Sometimes, please give a few examples of Green Chemistry Methods you practice in your laboratory: _____ _____ _____ _____	A S NE N/A
2	C5	Our laboratory uses MIT's Green Chemicals Alternative Purchasing Wizard or a similar program/application to minimize the use of hazardous chemicals when possible	A S N N/A
1	C6	Our laboratory recycles or reuses chemicals when applicable	A S NE N/A
1	C7	Containers of VOCs or other substances are capped when not in use	A S NE N/A
1	C8	Our laboratory uses less toxic, water-based cleaners and degreasers when they are available	A S NE N/A



Purchasing

(5 Points Possible, 0 Bonus)

Points Possible	Question Number	Question	Possible Answers
1	P1	Our laboratory utilizes the following resources when making purchasing decisions (Select all that apply) ___ USWAP ___ UW Surplus ___ MyChem ___ Department Stores (e.g. Biochemistry Store, Chemistry Store, etc.)	Y N
0	P2	Our laboratory has investigated Energy Efficient Laboratory Equipment, and has purchased the following energy efficient items: _____ _____ _____ _____	
1	P3	Our laboratory purchases products manufactured from recycled materials when possible. Examples include: _____	Y N
1	P4	Our laboratory purchases products that are reusable as opposed to single use disposable items	Y N



2	P5	Before our laboratory considers purchasing another freezer/refrigerator, we make sure to regularly inventory and consolidate our freezer/refrigerator	Y N N/A
Optional	P6	Some other efforts our laboratory takes to ensure that our purchasing is "Green" are: _____ _____ _____ _____	



Work-Related Travel and Field Work (7 Points Possible, 0 Bonus)

Points Possible	Question Number	Question	Possible Answers
0	F1	On Average, our laboratory travels for work... ___ Weekly ___ Monthly ___ Yearly ___ Never	Y N
1	F2	When traveling to various locations for work, our laboratory primarily utilizes (* =sustainable options) ___ UCar ___ Hybrid UCar* ___ Carpooling* ___ Public Transit* ___ Bike* ___ Foot* ___ Train* ___ Plane ___ Boat ___ Other ___ N/A	
1	F3	When traveling to various locations for work, our laboratory secondarily utilizes (* =sustainable options) ___ UCar ___ Hybrid UCar* ___ Carpooling* ___ Public Transit* ___ Bike* ___ Foot* ___ Train* ___ Plane ___ Boat ___ Other ___ N/A	
1	F4	Our laboratory attempts to consolidate trips when traveling	A S NE N/A
1	F5	Our laboratory uses videoconferencing or teleconferencing tools to conduct meetings, rather than traveling long distances	A S NE N/A
1	F6	Our laboratory maintains a strict Pack-In Pack-Out policy when doing field work	A S NE N/A
1	F7	Our laboratory uses reusable or recyclable staking/flagging materials for field work	A S NE N/A
1	F8	Our laboratory uses reusable or recyclable sample containers for field work	A S NE N/A



Water Conservation (6 Points Possible, 0 Bonus)

Points Possible	Question Number	Question	Possible Answers
1	W1	Our laboratory members use water conservatively and report water leaks to Facilities Services and/or FS-Works when noticed	A S NE
3	W2	Our laboratory limits water flow through lab faucets with aerators or water misers	A S NE N/A
2	W3	Our laboratory runs our dishwashers/autoclaves only when they are full	Y N N/A



Innovations

(7 Bonus Points Possible)

Please describe any additional sustainable features of your laboratory that this certification program has not captured. (i.e. automatic fume hoods, aluminum foil recycling area, etc.). (1 pt each, 5 pts max)

Innovation 1:

Innovation 2:

Innovation 3:

Innovation 4:

Innovation 5:

BONUS: Provide an email address a laboratory member of a different UW laboratory. (1 pt) If that laboratory applies and becomes a Certified Green Laboratory, your lab will receive an additional bonus point (2 pts total)!

Notes & Comments:

Visit <http://green.uw.edu/labs/resources> for resources that will help your lab implement these criteria. The application form can be filled out at <http://green.uw.edu/labs/apply>