



The Blair County Chamber of Commerce, working through the Sustainable Blair County Committee, is pleased to offer an exciting opportunity for local businesses. Obtaining a Sustainable Business Certification involves participating in a voluntary program that recognizes businesses for implementing actions that are simultaneously good for their bottom line, the environment, and the social fabric of our community. Businesses that incorporate sustainable practices into their operations are showing their intentions to improve their performance and stand out as valuable contributors to Blair County and their local community business districts.

The Sustainable Business Certification helps consumers identify and choose businesses that are committed to sustainability and view sustainability as core to their mission and business model.

No two businesses are the same; with that in mind, the Sustainable Business Certification Program provides varying small businesses the opportunity to achieve sustainable business designation. Simply complete the series of questions and criteria to qualify your business for one of four sustainable business certification levels. Recognition will also be given if a business scores at a high level in any of the major categories within the checklist. We strongly encourage you to utilize the "Pledge" category to note opportunities that you would like to undertake. A resource list and appropriate marketing materials will be provided to all Chamber member participants who complete and return the checklist to the Blair County Chamber.



\_\_\_\_\_

Company Name

\_\_\_\_\_

Street Address



\_\_\_\_\_

Phone

\_\_\_\_\_

City, State, ZIP



\_\_\_\_\_

Email

Please complete the certification checklist electronically, and email your completed form to **mrossman@blairchamber.com**. You may also mail it to us at:

Blair County Chamber of Commerce  
 Devorris Center for Business Development  
 3900 Industrial Park Dr  
 Altoona, PA 16602



**Chamber members that have  
completed the Sustainable Business  
Certification Survey**

**Gold Certified**

**(achieved a score of 80% or higher)**

**James E Van Zandt VA Medical Center**

**Silver Certified**

**(achieved a score between 65% - 79%)**

**Blair Image Elements**

**Veeder Root**

**Bronze Certified**

**(achieved a score between 50% - 64%)**

**American Eagle Paper Mills**

**ARC Federal Credit Union**

**Great Commission Schools**

**Prime Sirloin**

**Stiffler, McGraw & Associates**

**Super 8 Altoona**

**U.S. Hotel**

**Other Participants**

**Advantage Resource Group**

**Hollidaysburg Area School District**

**Keller Engineers**

**Roaring Spring Blank Book Company**

**Roaring Spring Community Library**

<b>Energy Conservation and Management</b>		<b>54 Points Maximum</b>	
<b>Business-wide Energy Use</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
1	has arranged its workspaces to take advantage of natural light.	1	
2	is aware of how much energy it uses and tracks its monthly progress on energy savings.	1	
3	is aware of the Pennsylvania Act 129 benefits that it should receive from its utility company. (See <a href="http://www.puc.state.pa.us/General/consumer_ed/pdf/EEC_Business-FS.pdf">http://www.puc.state.pa.us/General/consumer_ed/pdf/EEC_Business-FS.pdf</a> .)	1	
4	has installed daylight or motion/occupancy-sensing light switches for at least 25% of total switches.	2	
4.1	<b>OR</b> turns the lights off in rooms when they are not occupied (if answered <b>NO</b> to Question 4, otherwise <b>N/A</b> ).	1	
5	uses a tankless/on-demand or solar hot water heater.	3	
5.1	<b>OR</b> sets its water heater(s) to 120°F, if its water heater uses a tank (if answered <b>NO</b> to Question 5, otherwise <b>N/A</b> ).	1	
6	has purchased renewable energy certificates, carbon offsets, or clean energy credits.	3	
6.1	<b>OR</b> has assessed opportunities to purchase renewable energy certificates, carbon offsets, or clean energy credits (if answered <b>NO</b> to Question 6, otherwise <b>N/A</b> ).	1	
7	has undergone a professionally-conducted energy audit or assessment in the past five years.	3	
7.1	<b>AND</b> has begun to implement recommendations from the audit/assessment (if answered <b>YES</b> to Question 7, otherwise <b>N/A</b> ).	3	
7.2	<b>OR</b> has conducted its own energy audit or assessment (e.g., using a checklist found on the internet) (if answered <b>NO</b> to Question 7, otherwise <b>N/A</b> ).	2	
7.3	<b>AND</b> has begun to address the results from the audit/assessment (if answered <b>YES</b> to Question 7.2, otherwise <b>N/A</b> ).	3	
8	uses ENERGY STAR Portfolio Manager to track its energy usage. (See <a href="https://www.energystar.gov/buildings/facility-owners-and-managers/existing-buildings/use-portfolio-manager">https://www.energystar.gov/buildings/facility-owners-and-managers/existing-buildings/use-portfolio-manager</a> )	4	
<b>Electric Equipment</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
9	unplugs little-used appliances, electronic equipment, and lighting fixtures to avoid “phantom load.”	1	
10	uses at least 75% appliances which are ENERGY STAR approved, such HVAC units, refrigerators, dishwashers, or computers. (Look for a blue ENERGY STAR logo on the product.)	2	
<b>Heating, Ventilation, and Air Conditioning (HVAC)</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
11	uses natural cooling (e.g., opening windows and doors) in place of air conditioning.	1	

12	uses a programmable thermostat and adjusts to hours of operation.	2	
12.1	<b>OR</b> has energy-saving guidelines as to when to adjust its thermostat, such as at what temperature it should be set the end of the day or when the business not open (if answered <b>NO</b> to Question 12, otherwise <b>N/A</b> ).	1	
13	replaces filters and/or cleans its HVAC system annually.	2	
14	has sealed leaks around doors, windows, outlets, corners, and other joints ("weatherization").	2	
15	has insulated its pipes and ducts, ceilings, and walls.	3	
16	uses multi-pane and/or energy-efficient windows.	4	
<b>Lighting</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
17	has upgraded to energy efficient lighting, e.g. T-8 or T-5 fluorescent tubes, CFL or LED (as they burned out).	1	
18	regularly uses task lighting and/or zone lighting instead of entire-room overhead lighting on 25% of workstations.	2	
19	has replaced existing exit signs with LED models or has retrofitted an existing exit sign with LEDs.	2	
20	uses solar lights or timers for outdoor lighting.	2	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>54</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>
<b>Water Conservation and Management</b>		<b>42 Points Maximum</b>	
<b>Water Conservation</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
21	has a water use reduction policy reviewed annually with employees about proper water conservation techniques (e.g., not leaving the faucet running when water is not being used, ensuring that faucets are completely off and not dripping, etc.).	1	
22	is aware of its water use and tracks its monthly progress on water usage.	1	
23	has installed at least 75% WaterSense approved water fixtures, such as faucets, toilets, urinals, or related accessories.	2	
24	uses dual flush toilets or has converted a standard toilet to dual-flush.	3	
24.1	<b>OR</b> uses low flow toilets. (Note: Any new toilets installed since 1994 will qualify as low flow.) (if answered <b>NO</b> to Question 24, otherwise <b>N/A</b> )	2	
24.2	<b>OR</b> has put water savers in its toilet tanks (e.g., Toilet Tummy) (if answered <b>NO</b> to Questions 24 and 24.1, otherwise <b>N/A</b> ).	1	
25	uses waterless urinals.	3	
26	has undergone a professionally-conducted water audit or assessment in the past five years.	4	
26.1	<b>AND</b> has begun to implement recommendations from the audit/assessment (if answered <b>YES</b> to Question 26, otherwise <b>N/A</b> ).	3	
26.2	<b>OR</b> has conducted its own water audit or assessment (e.g., using a checklist found on the internet) (if answered <b>NO</b> to Question 26, otherwise <b>N/A</b> ).	2	

26.3	<b>AND</b> has begun to address the results from the audit/assessment (if answered <b>YES</b> to Question 26.2, otherwise <b>N/A</b> ).	3	
<b>Outdoor Water and Stormwater Management</b> (only applies to businesses with green space on property)			
<b>The business:</b>		<b>Points</b>	<b>Choose Yes, No, N/A, or Pledge</b>
27	has eliminated the use of any unnatural chemicals on its green spaces or outdoor plants.	2	
28	has planted native and/or drought-tolerant plants to reduce watering needs.	3	
28.1	<b>OR</b> waters its outdoor plants and/or grass before 10 am or after 6 pm (if answered <b>NO</b> to Question 28, otherwise <b>N/A</b> ).	1	
29	has depressed parking lot islands in parking lots to allow for rainwater infiltration.	3	
30	doesn't utilize a watering or irrigation system.	4	
30.1	<b>OR</b> captures rainwater for irrigation (rain barrel, cistern, etc.) (if answered <b>NO</b> to Question 30, otherwise <b>N/A</b> ).	3	
30.2	<b>OR</b> uses a timer on its sprinklers or hose when watering outdoor plants and/or grass (if answered <b>NO</b> to Questions 30 and 30.1, otherwise <b>N/A</b> ).	1	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>42</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>

<b>Business Operations and Practices</b>		<b>53 Points Maximum</b>	
<b>Business Policies and Governance</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
31	has policies and/or a code of ethics that guards against corruption.	1	
32	is up-to-date with its workplace health and safety, licenses and permits, and insurance policies.	1	
33	is compliant with all applicable laws and regulations (e.g., taxes, health code, etc.).	1	
34	has a written customer service policy/philosophy and follows it.	2	
35	has a strategic, future-oriented business plan in place.	2	
36	has a designated staff member or team responsible for the oversight and implementation of sustainability initiatives.	2	
37	includes sustainable practices in the training of new and existing employees.	2	
38	markets itself (e.g., on its website) as a local and sustainability-oriented business.	2	
39	has pursued grants for energy efficiency or other sustainability projects, façade improvements, and/or anything else that seeks to improve the business's performance.	2	
40	participates in the Chamber Buy Here Live Here campaign.	3	
40.1	<b>OR</b> participates in a similar buy local effort (if answered <b>NO</b> to Question 40, otherwise <b>N/A</b> ).	2	
40.2	<b>OR</b> markets and sells its products and services primarily to the community in which it resides (if answered <b>NO</b> to Questions 40 and 40.1, otherwise <b>N/A</b> ).	1	
41	participates in the Chamber Workplace Wellness Challenge.	3	
41.1	<b>OR</b> encourages its employees to exercise and/or stay healthy and fit (if answered <b>NO</b> to Question 41, otherwise <b>N/A</b> ).	2	
42	has a written sustainability policy, sustainability goals, or sustainability principles to guide its operations.	3	
<b>Community-serving Business Practices</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
43	maintains a business-related checking or savings account at a local, independent bank or credit union.	1	
44	sponsors community and/or school events.	1	
45	engages in community service.	1	
46	donates used equipment and/or furnishings to charities.	1	
47	is active in the community and engages with other businesses to improve the area in which it resides, by advocating for and fostering attractive sidewalks, trees, and benches and helping to make the area safer for pedestrians and bicyclists.	2	
48	supports local artisans, such as hanging up or displaying their work.	2	
<b>Diversity, Equity, Inclusion, and Benefits</b>			
The business:		Points	Choose Yes, No, N/A, or Pledge
49	prohibits discrimination and values inclusion and diversity.	2	

50	ensures that a wide range of candidates are interviewed for job openings.	2	
51	pays at least the minimum living wage to all of its employees. (See <a href="http://livingwage.mit.edu/states/42/locations">http://livingwage.mit.edu/states/42/locations</a> for the living wage rate in your community.)	2	
52	is a minority and/or woman-owned business.	2	
53	offers health benefits to its full-time employees.	2	
54	offers sick leave to its full-time employees.	2	
55	offers personal/vacation time to its full-time employees.	2	
56	provides a bonus or incentive for employee performance.	2	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>53</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>
<b>Facilities</b>		<b>35 Points Maximum</b>	
The business:		Points	Choose Yes, No, N/A, or Pledge
57	has eliminated the use of harmful chemicals for pest and weed control, both inside and outside its building.	2	
58	has 25% of furniture or furnishings interior/exterior that are made from sustainable, recycled or salvaged materials.	2	
59	occupies a formerly blighted/abandoned structure, putting it back into productive use.	5	
59.1	<b>OR</b> has rehabilitated an existing space or structure instead of locating in a newly constructed building (if answered <b>NO</b> to Question 59, otherwise <b>N/A</b> ).	3	
60	only uses or has only used paints, finishes, coatings, stains, primers, adhesives, and sealants that are low-emitting (e.g., low in volatile organic chemicals [VOCs]).	3	
61	has included native plantings, vegetative buffers, and street trees, where possible.	3	
62	has screened waste and recycling provisions, fuel tanks, HVAC and other utility-related structures from view.	3	
63	uses sustainably-harvested (e.g., FSC-certified) or repurposed wood flooring, carpet that is made with recycled content and/or is Carpet and Rug Institute (CRI) Green Label certified for indoor air quality, and/or some other type of environmentally-friendly flooring material (please specify).	3	
64	has a cool/white roof.	3	
65	resides in a building that has attained certification under the LEED for Existing Buildings: Operations and Maintenance (LEED-EB: O&M) rating system.	5	
65.1	<b>OR</b> is seeking to attain certification under LEED-EB: O&M (if answered <b>NO</b> to Question 65, otherwise <b>N/A</b> ).	3	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>35</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>
<b>Transportation</b>		<b>18 Points Maximum</b>	
The business:		Points	Choose Yes, No, N/A, or Pledge

66	is located in a historic and/or mixed-use business district with public sidewalks leading to the building.	2	
67	has 10% of owners/employees who share car or van rides to commute to and from work.	2	
68	has 10% owners/employees who use public transit or hybrid, electric, or alternative fuel vehicles to commute to and from work.	2	
69	has a bike rack outside its building for customer and employee use, or covered/indoor bike storage space.	2	
70	has 10% owners/employees who bike or walk to and from work.	3	
71	has shower facilities for bike riding employees to use on the premises.	3	
72	uses low-carbon transportation methods for long business trips (e.g. train, carpooling, etc.)	4	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>18</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>



<b>Waste Management</b>		<b>38 Points Maximum</b>	
The business:		Points	Choose Yes, No, N/A, or Pledge
73	reuses waste paper for scrap paper/note-taking.	1	
74	pays its bills electronically (when given the option).	1	
75	reviews annual waste generation/recycling and collection arrangements and costs and makes changes when necessary.	1	
76	encourages electronic file sharing.	1	
76.1	<b>AND</b> provides a formal platform for file sharing. (if answered <b>YES</b> to Question 76, otherwise <b>N/A</b> )	2	
77	has set double-sided/duplex printing to the default on all printers and copiers.	2	
78	has a waste reduction and recycling policy.	2	
78.1	<b>AND</b> annually informs its employees about waste reduction and proper recycling practices (if answered <b>YES</b> to Question 78, otherwise <b>N/A</b> ).	1	
79	recycles electronic equipment.	2	
80	recycles paper, cardboard, plastic, metal, and wood products that are able to be recycled.	3	
80.1	<b>AND</b> has public area recycling containers (with round openings and recycling labels) next to all public area waste containers. (if answered <b>NO</b> to Question 80, otherwise <b>N/A</b> )	2	
81	recycles larger items that are able to be recycled (e.g., refrigerators, furniture, etc.).	3	
82	has eliminated the use of plastic bags for customer transactions.	4	
82.1	<b>OR</b> asks customers if they would like a bag before bagging their items (if answered <b>NO</b> to Question 82, otherwise <b>N/A</b> ).	1	
83	has undergone a professionally-conducted waste audit or assessment in the past five years.	4	
83.1	<b>AND</b> has begun to implement recommendations from the audit/assessment (if answered <b>YES</b> to Question 83, otherwise <b>N/A</b> ).	3	
83.2	<b>OR</b> has conducted its own waste audit or assessment (e.g., using a checklist found on the internet) (if answered <b>NO</b> to Question 83, otherwise <b>N/A</b> ).	2	
83.3	<b>AND</b> has begun to address the results from the audit/assessment (if answered <b>YES</b> to Question 83.2, otherwise <b>N/A</b> ).	3	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>38</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>

<b>Products, Services, and Purchasing</b>		<b>18 Points Maximum</b>	
The business:		Points	Choose Yes, No, N/A, or Pledge
84	uses locally-produced materials when possible, if it manufactures or produces goods (excluding food).	2	
85	uses biodegradable, environmentally-friendly cleaning supplies (if allowed by law for its industry/sector).	2	
86	buys paper products (e.g., printing paper, toilet paper, paper towels, etc.) made with at least 30% post-consumer recycled content.	2	
87	buys paper products that are chlorine-free.	2	
88	supports fair-trade items.	2	
89	chooses to purchase at least 25% of its operating supplies from locally-owned suppliers.	2	
89.1	<b>OR</b> chooses to purchase at least 25% of its operating supplies locally (if answered <b>NO</b> to Question 89, otherwise <b>N/A</b> ).	1	
90	engages in cooperative purchasing with other local businesses or organizations.	2	
91	sells products of which at least 25% are made in local markets (defined as within the commonwealth of Pennsylvania or a 150-mile radius from the business).	3	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>18</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>
<b>Innovation Bonus</b>		<b>10 Points Maximum</b>	
Tell us about a sustainable initiative not listed in the questionnaire.			
List sustainable practice:		Points	Choose Yes, No, N/A, or Pledge
92		1-5	
93		1-5	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>10</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>

<b>Totals</b>			
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>268</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>

<b>Bonus Items</b>		<b>50 Points Maximum</b>	
94	has installed solar panels, wind turbines, or some other mechanism for harnessing renewable energy.	5	

94.1	<b>OR</b> uses solar or wind energy through the purchase of such energy from a third-party provider (if answered <b>NO</b> to Question 94, otherwise <b>N/A</b> ).	3	
94.2	<b>OR</b> has assessed opportunities with a plan to install solar panels, wind turbines, or some other mechanism for harnessing renewable energy (if answered <b>NO</b> to Question 94 and 94.1, otherwise <b>N/A</b> ).	2	
95	has installed an alternative heating system (one that does not heat with fossil fuels, wood, or electricity from the grid).	5	
95.1	<b>OR</b> has assessed opportunities with a plan to install an alternative heating system (if answered <b>NO</b> to Question 95, otherwise <b>N/A</b> ).	2	
96	has a rain garden, bioswale, wetland, or other naturally-filtering catchment system on-site (not including rain barrels) to minimize the amount of stormwater that reaches the sewer system.	5	
96.1	<b>OR</b> has assessed opportunities with a plan to install a rain garden, bioswale, wetland, or other naturally-filtering catchment system on- site (if answered <b>NO</b> to Question 96, otherwise <b>N/A</b> ).	2	
97	uses permeable/pervious paving in place of non-porous concrete or asphalt.	5	
97.1	<b>OR</b> has assessed opportunities with a plan to install permeable/pervious paving (if answered <b>NO</b> to Question 97, otherwise <b>N/A</b> ).	2	
98	has a green/vegetated roof.	5	
99	uses hybrid, electric, or alternative fuel vehicles for its business-related travel.	5	
99.1	<b>OR</b> uses 50% vehicles that get at least 30mpg for its business-related travel (if answered <b>NO</b> to Question 99, otherwise <b>N/A</b> )	4	
100	only purchases products and services that are Green Seal®-certified, when there's a certified option available. (See <a href="http://www.greenseal.org/FindGreenSealProductsAndServices.aspx">www.greenseal.org/FindGreenSealProductsAndServices.aspx</a> .)	5	
<b>TOTAL # OF APPLICABLE POINTS</b>		<b>50</b>	<b>pts</b>
<b>TOTAL # OF POINTS ACHIEVED</b>			<b>pts</b>
<b>PERCENTAGE OF APPLICABLE POINTS ACHIEVED</b>			<b>%</b>