



➤ GreenBiz 101: Pollution Prevention Basics

Step 1: Keep it Clean & Green

- **Clear the Chemicals:** Have you taken a good look at the chemicals in the cleaning products you use every day? Do any of **these** [“hall of shame”](#) cleaners look familiar? If so, it's time for a cleaning supplies makeover. Use only low toxic cleaning products and those with low or no “VOCs” (volatile organic compounds) such as those that are [SF approved](#), [Green Seal](#) certified, or receive at least an 8.1 rating on the [GoodGuide](#).
- **Be Anti-Antibacterial:** Eliminate products with added antibacterial agents, such as triclosan, an antibacterial compound that's been linked to a range of adverse health and environmental effects. So be sure to read the labels on your products used for hand washing, dishwashing and cleaning! If you must use a sanitizer, choose an alcohol or peroxide-based product. Just plain vinegar will do great for most jobs!
- **Say Good-Bye to Aerosols:** Replace ALL aerosols (yes that includes Lysol and Febreze!) and replace with pump dispensers. Aerosols are harmful to our health and our environment. If you need to freshen up the space – opt to open a window first or choose an all-natural air freshener such as [Mrs. Meyer's](#) (an approved product for Certification!). For questions on alternative products, contact your GreenBiz team today and we are happy to offer recommendations!

Step 2: Assess the Best Pollution Prevention Steps

Take a look around to assess your business grounds and identify any potential pollutants:

- Are the storm drains properly labeled with a “No Dumping, Drains to Bay” message? If not, contact us today for a free medallion or stencil!
- Are the dumpsters closed and impermeable to rain water? Are they leaking? If you see any funny business – report it to Recology, our City's waste hauler.
- Are there any excess chemicals or old cleaning products lying around? If so, contact Santa Clara County's [small commercial generator program](#) to inquire about pick-up services for un-wanted hazardous or un-hazardous waste.

Step 3: Proper Disposal

- **Think Before You Toss:** Keep a designated area for items such as spent light bulbs, batteries and more (otherwise known as “universal waste”). Post a sign to notify your employees of this area and ensure that these are recycled (and NOT put into the garbage). It's important to also recycle paints, solvents, ink jet and/or toner cartridges as well to prevent these toxic items from entering our landfills. For toner/ink jet cartridges, more

GreenBiz Cupertino Fact Sheet – Pollution Prevention



To learn more, visit: www.cupertino.org/greenbiz

often than not, the manufacturer will take back the cartridges or a retailer can refill them.

- **Erase E-Waste:** Did you know that a large number of what is labeled as electronic waste is not waste at all? The “waste” is actually electronic equipment or parts that are marketable for reuse or can be recycled for materials recovery. So be sure to keep a designated area at your business to collect “e-waste” and talk to a certified “[e-Steward](#)” for responsible recycling of electronics and avoiding toxic waste to our landfills. Our very own Staples in Cupertino is an e-Steward!

➤ GreenBiz MBA: Pollution Prevention Mastery

Step 1: Healthier Biz

- **Do Business with Other GreenBiz's:** Does your business outsource services or vendors? Consider a Certified Bay Area Green Business to get the job done! Visit the [Bay Area Green Business database](#) and filter by 'Cupertino' for a full list of certified businesses in our City (more to come!). Feel good about doing business with others that share your environmental values and practices.
- **Complete a Carbon Footprint Calculator:** Check out this [calculator](#), created by UC Berkeley's Cool Climate Network to reveal your carbon footprint and find simple ways to reduce it (earn points for Certification!).
- **Healthier Eats:** For our restaurant competitors, consider offering certified [organic](#), [fair trade](#), sustainably harvested and/or locally grown products on your menus. If you're not a restaurant, consider these options if you plan to host a luncheon or other event in the future, or provides food in your break rooms. Don't forget to check out the two farmers markets located in Cupertino on Friday's from 9AM – 1PM at the Vallco parking lot (behind JCPenney) and Sunday's from 9AM – 1PM at the Cupertino Oaks Shopping Center (21275 Stevens Creek Blvd)!

Step 2: Clean Commute

- Encourage commuter alternatives by informing employees, customers and others who visit your business about active and alternative transportation options. Don't forget to ask the GreenBiz team for FREE Cupertino bike maps to post at your biz or learn about Bay Area bike sharing [here!](#)
- Post ride sign-up sheets for your employees to carpool to and from work and provide incentives for those that ride with a buddy. If possible, offer telecommuting opportunities for those employees that “go the distance” to get to your business each day or have to put up with Bay Area traffic.
- Don't forget to register to receive [Spare the Air Day](#) remind employees and customers alike to telecommute, bike or carpool during days with poor air quality.