

## 10-Entry Level Pilot Program: Mid and Short-term Rentals

The State of Hawai'i is recognizing and promoting significant sustainability efforts through the Hawai'i Green Business Program (HGBP). The HGBP is a great way for businesses to market, advertise, and increase their competitive advantage, while enhancing their overall efficiency. HGBP also understands the challenges associated with implementing sustainable practices in a small business and event-related environment. To make the program more accessible, the HGBP is implementing a 10-Entry Level process to help recognize small businesses and events as they implement and build more sustainable business practices and events.

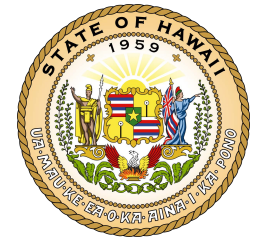
The 10-Entry Level Checklist helps to assess your business' green attributes and practices. The checklist helps businesses move beyond compliance, and provides recommendations, along with useful resources to reach higher levels of sustainability.

These 10-entry level points are meant for you to assess your mid and short-term rental sustainable practices. This checklist is the first step towards implementing greener practices and enrolling into the HGBP. If you qualify for this program and want to go take the next step in reaching out to your building management, please contact us for more information.

For documentation, provide pictures and documentation for each point. (If you are unable to provide photos, please contact us to inquire about alternative verification methods).

Submit checklist and documentation at  
<https://greenbusiness.hawaii.gov/apply/hgbp-checklist-submission/>.

\*If sole proprietor, use your name as the business name, and rental property address as business address.



**Board of Water Supply**



**HAWAII'  
STATE  
ENERGY  
OFFICE**



**10-Entry Level Points for Greener Mid and Short-term Rentals\***

1. **Lighting:** At least 75% of all lamps or bulbs in the rental unit are energy efficient LEDs. (Submit at least 3 photos from kitchen, bedroom, living room, or bathroom)
2. **Energy conservation practices:** Use light switch signage reminders or prominently placed house rules to remind guests and staff to turn off lights/AC or use occupancy sensors to control lighting/AC/heat/TV.
3. **Equipment and Appliances:** At least 75% or more appliances and electronics are ENERGY STAR equipment and products (e.g. refrigerators, washers, dryers, dishwashers, and monitors).
4. **Water efficient fixtures and equipment:** At least 75% of kitchen and bathroom fixtures are high efficiency and/or Water Sense labeled (e.g. washers, dishwashers, faucets, shower heads, and toilet).
5. **Paper:** Purchase paper products (tissues, toilet paper & paper towels) with 30% or higher recycled content.
6. **Recycling:** Provide recycling containers and instructions on disposal in rental unit.  
*More Recycling:* [Clean the World](#) - Make the World a Better Place. Participate in a waste reduction program with soap and bottled amenity recycling can protect the environment, preserve natural resources, and reduce costs. Avoid disposing of slightly used soap bars and plastic bottles used by guests.
7. **Cleaning Supplies:** Use at least 30% of cleaning products as certified as an environmentally preferable product, such as: [Safer Choice](#), [ECOLOGO](#), or Green Seal.
8. **Pollution Prevention:** Eliminate use of single-use plastics by providing filtered water and/or reusable water bottles. Install bulk dispensers or larger refillable containers for shower amenities to reduce waste from single use bottles. Use natural or low emissions building materials, carpets, or furniture. For more information on these products visit Green Seal ([www.greenseal.org/](http://www.greenseal.org/)) and Green Guard ([www.greenguard.org/en/index.aspx](http://www.greenguard.org/en/index.aspx)).
9. **Transportation:** Make information available on public transit and active transportation: bus, biking, and car share options, such as providing links to: The Bus, Biki, and Hui.
10. **Giving back to the community:** Donate what you don't need. Your waste could be someone else's treasure. Donate used linens, furniture, or leftover food to a non-profit organization or community group. See Resources list for more information and contacts.

**Note:** If you do not meet all of the entry points in boxes 6 - 10, please see the next page for additional checklist items

Contact Name	Business Name (if applicable)	Contact Signature	Date
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I attest that I have reviewed and verified the accuracy of the information contained in this document.

Please note that submissions may be subject to a verification audit to confirm contact's attestation.

\*Upon confirmation from HGBP, participants may be eligible to receive HGBP recognition certificate and granted usage of logo.

Visit <https://greenbusiness.hawaii.gov/10-entry-level/> for more information and links to resources provided. Revised 2.15.2024



## 10-Entry Level Additional Checklist for Greener Mid and Short-Term Rentals

*If any items in #6 - 10 of the 10-Entry Level Checklist are not applicable to your rental property, then you can use this additional list to substitute checklist items. (Subject to verification and acceptance by the HGBP).*

### **Energy Conservation**

1. Electrification: Property uses solar as primary electricity source.
2. Use a Carbon Footprint Calculator: Provide a scorecard or screenshot of calculation when submitting checklist that includes the name of your business. Provide link to Carbon Footprint Calculator used:

### **Solid Waste Reduction, Recycling, and Reuse**

3. Use outside-of-the-box sustainability methods, such as: giving leftover food waste to local farm animals, furnishings made of re-purposed materials or sustainable local wood, providing re-usable to-go containers, etc.
4. Use reclaimed or 'invasive' building materials: Re-purpose reclaimed or 'invasive' wood, such as: locally-grown bamboo, albizia, waiwi (strawberry guava), etc.
5. Maintenance, disposal and re-purposing: Repair or re-purpose appliances, furniture, and furnishings before disposing. If so, provide receipt of repair or services.

### **Transportation**

6. Provide charging infrastructure for EVs or E-Bikes or provide information/map on where these facilities are located nearest to the property.
7. Facilitate and encourage sustainable transportation.
  - a. Allowing for multi-modal transportation (combination of mass transit, biking, walking, etc.) for both staff and customers. Providing information on alternative transportation, such as bus/shuttle schedules and contact information, information on charging stations, and providing information on facilities within walking distance. Provide multi-modal infrastructure such as: bike rack, access to a dry and lit area to wait for public transportation and shuttle service).
  - b. Provide bicycles.

### **Community Involvement**

8. Donate to a food bank, shelter, or food redistribution business, etc. Name of partner/organization and provide evidence of donation.
9. Support the local community by offering a kama'āina discount or partner with other businesses to offer their products in your rental, highlight local artists or businesses by selling their work in your place of business.

### 10. **Other sustainable practices**

Pig Farms and Organizations Options			
Type	Name	Specifications	Contact
Pig Farms	A & A Specialty Services	Feed goats and pigs	(808) 230-1745
	Al's Hog Farm	Located on O'ahu's west side, could potentially offer pick-up service	(808) 696-7274
	David Wong's Mountain View Dairy & Piggery	Pigs are vegetarian fed; the farm will accept only produce	(808) 383-3972
Local Organizations	Aloha Harvest	Offers pick-up services daily for quality edibles	<a href="http://Alohaharvest.org">Alohaharvest.org</a> <a href="mailto:info@alohaharvest.org">info@alohaharvest.org</a> (808) 537-6945
	Hawaii FoodBank		<a href="http://Hawaiifoodbank.org">Hawaiifoodbank.org</a> <a href="mailto:info@hawaiifoodbank.org">info@hawaiifoodbank.org</a> (808) 836-3600
	Eco Feed	For produce and food scraps	(808) 841-5586
	Pacific Biodiesel	For used cooking oil to be turned into biodiesel	(808) 877-3144

More information on food waste diversion: <https://www.honolulu.gov/opala/recycling/waste-prevention/food-waste-prevention.html>

Tips: Look for products with the following seal: Green Seal, EcoLogo, USDA BioPreferred, EPA DfE. See the [Environmental Product Guide](http://greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016_EPG_FINAL_May2017.pdf) for more options: [http://greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016\\_EPG\\_FINAL\\_May2017.pdf](http://greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016_EPG_FINAL_May2017.pdf) (pages 107-118 for cleaning supplies)

Cleaning Supplies Options				
Type	Brand	Supplier	Item Reference / Name	Certification
Hand Soap	Ecolab	Ecolab	Clean & Smooth (Nexa) – Liquid Hand Soap	Green Seal
	Honey Bee Cleaners LLC	Honey Bee Cleaners LLC	Foaming Hand Soap	EPA DfE
	Tough Guy or GOJO	Grainger	Hand Soap Refills (biodegradable)	USDA Biobased
Dish Detergent	ECOS Earth Friendly Products	Grainger	Dishmate / Wave Automatic Dishwasher Gel	EPA Safer Choice
Sanitizer & Disinfectant	Honey Bee Cleaners LLC	Honey Bee Cleaners	Pine Guard Disinfectant	EPA DfE
	Purell	Office Depot	Purell Professional Surface Disinfectant Purell Foodservice Sanitizer	EPA DfE
	Tough Guy	Grainger & Sustainable Supply	Neutral Disinfectant Cleaner	EPA Standards
Floor Cleaner	Ecolab	Ecolab	FaciliPro Concentrated Neutral Floor Cleaner (QC)	Green Seal
	EnvirOx LLC	EnvirOx LLC	Neutral Floor Cleaner & Neutral Floor Cleaner Hyper-Concentrate	Green Seal
	Tough Guy	Grainger	Floor Cleaner	Ecologo
	3M	Grainger	Twist 'n Fill Cleaners and Dispensers (3-in-1 Floor Cleaner, Concentrate)	Green Seal

Alternative to Plastic Products Options				
Type	Brand	Supplier	Item Reference	Certification
Containers & Utensils	Eco-Products	Eco-Products	Website reference: <a href="https://ecoproducts.com/index.php">Ecoproducts.com/index.php</a>	BPI, USDA Biobased, FSC®
	Sustainable Island Products LLC	Sustainable Island Products LLC	70% non-GMO compostable plastic, compostable in commercial composting facilities. Catalog reference: <a href="https://sustainableislandproducts.com/wp-content/uploads/2023/01/2023-Catalog.pdf">https://sustainableislandproducts.com/wp-content/uploads/2023/01/2023-Catalog.pdf</a>	BPI
	World Centric	-Diamondhead Distributors -Hansen -VIP -Malolo -Premium, Inc. -Suisan Company, Ltd.	Compostable plastic, compostable in commercial composting facilities Website reference: <a href="https://Worldcentric.org/">Worldcentric.org/</a>	BPI, CMA, USDA Biobased, FSC®
Catering Containers	Eco-Products	Eco-Products	Website reference: <a href="https://www.ecoproducts.com">www.ecoproducts.com</a>	BPI, USDA Biobased
	World Centric	-Diamondhead Distributors -Hansen -VIP -Malolo -Premium, Inc. -Suisan Company, Ltd.	Compostable plastic, compostable in commercial composting facilities. Website reference: <a href="https://Worldcentric.org/biocompostables/trays/catering">Worldcentric.org/biocompostables/trays/catering</a>	BPI, CMA, USDA Biobased, FSC®
Plastic Bags & Trash Bags	Sustainable Island Products LLC	Sustainable Island Products LLC	Compostable and biodegradable. Waste bags and take-out. Catalog reference: <a href="https://sustainableislandproducts.com/wp-content/uploads/2023/01/2023-Catalog.pdf">https://sustainableislandproducts.com/wp-content/uploads/2023/01/2023-Catalog.pdf</a>	BPI
	World Centric	-Diamondhead Distributors -Hansen -VIP -Malolo -Premium, Inc. -Suisan Company, Ltd.	Waste bags and liners. Compostable (suitable for home composting). Website reference: <a href="https://Worldcentric.org/biocompostables/bags">Worldcentric.org/biocompostables/bags</a>	BPI, CMA, USDA Biobased, FSC®

See the Environmental Product Guide for more options: [Greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016\\_EPG\\_FINAL\\_May2017.pdf](https://Greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016_EPG_FINAL_May2017.pdf) (pages 142- 149 for food service products).

Contact the following groups for information and resources on Zero Waste Options on your island:

Zero Waste Kauai: <a href="https://Zerowastekauai.net/index.html">Zerowastekauai.net/index.html</a>	Zero Waste Big Island: <a href="https://hawaiiizerowaste.org/zero-waste/">hawaiiizerowaste.org/zero-waste/</a>
Zero Waste Oahu: <a href="https://Zerowasteoahu.org/">Zerowasteoahu.org/</a>	Maui Huliau Green Events: <a href="https://Mauihuliaufoundation.org/greenevents/">Mauihuliaufoundation.org/greenevents/</a>

Paper Products Options				
Type	Brand	Supplier	Item Reference	Certification
Office Paper	Boise	Office Depot	Boise® ASPEN® 30 Multipurpose Paper, Letter Size Paper, 20 lb. 30% Recycled, 500 Sheets Per Ream, Case of 10 Reams	FSC® Certified
	Office Depot	Office Depot	Office Depot® Brand EnviroCopy® 30 Paper, Letter Size Paper, 20 lb. 30% Recycled, 500 Sheets Per Ream, Case of 10 Reams	FSC® Certified
Napkins	Georgia-Pacific	Y. Hata & Co., Ltd Premium Incorporated	37835 Dixie® Full Fold Napkin. 30% Post-Consumer content, compostable <a href="https://www.gppro.com/gp/undefined/GP-PRO-Categories/Commercial-Napkins-and-Commercial-Napkin-Dispensers/DIXIE%C2%AE-FULL-FOLD-1-PLY-NAPKIN-DISPENSER-REFILL-BY-GP-PRO-GEORGIA-PACIFIC-13%22-X-12%22-BROWN-7-200-NAPKINS-PER-CASE/p/37835?site=gppro">https://www.gppro.com/gp/undefined/GP-PRO-Categories/Commercial-Napkins-and-Commercial-Napkin-Dispensers/DIXIE%C2%AE-FULL-FOLD-1-PLY-NAPKIN-DISPENSER-REFILL-BY-GP-PRO-GEORGIA-PACIFIC-13%22-X-12%22-BROWN-7-200-NAPKINS-PER-CASE/p/37835?site=gppro</a>	BPI, EPA, SFI, CMA, USGBC
	Tork®	Triple F	Tork® Universal Quality 1/8 Fold Dinner Napkin. 100% recycled, 40% Post-Consumer content <a href="https://www.fffhawaii.com/p/SCA-N5181A/Tork-Universal-Quality-1-8-Fold-Dinner-Napkin-149-x-17-White/">https://www.fffhawaii.com/p/SCA-N5181A/Tork-Universal-Quality-1-8-Fold-Dinner-Napkin-149-x-17-White/</a>	BPI, EcoLogo, EPA
	World Centric	-Diamondhead Distributors -Hansen -VIP -Malolo -Premium, Inc. -Suisan Company, Ltd.	World Centric Napkins & Towels. 100% PCW recycled, compostable <a href="http://Worldcentric.org/biocompostables/paper/napkins">Worldcentric.org/biocompostables/paper/napkins</a>	BPI, CMA USDA Biobased FSC®
Paper towels & paper towel rolls	Georgia-Pacific	Y. Hata & Co., Ltd Premium Incorporated	20389 GP Preference® MF Towel. 40% recycled content <a href="http://Catalog.gppro.com/catalog/6197/9328?filter=FULL">Catalog.gppro.com/catalog/6197/9328?filter=FULL</a>	USGBC, SFI®, EPA compliant
	Georgia-Pacific	Premium Incorporated	89740 GP enMotion® Flex Recycled Paper Towel Rolls. 100% recovered material and minimum of 50% post-consumer material. <a href="https://www.gppro.com/gp/gppro/USD/GP-PRO-Categories/Commercial-Paper-Towels-and-Dispensers/ENMOTION%C2%AE-FLEX-RECYCLED-PAPER-TOWEL-ROLLS-BY-GP-PRO-GEORGIA-PACIFIC-BROWN-6-ROLLS-PER-CASE/p/89740">https://www.gppro.com/gp/gppro/USD/GP-PRO-Categories/Commercial-Paper-Towels-and-Dispensers/ENMOTION%C2%AE-FLEX-RECYCLED-PAPER-TOWEL-ROLLS-BY-GP-PRO-GEORGIA-PACIFIC-BROWN-6-ROLLS-PER-CASE/p/89740</a>	Green Seal, SFI®, USGBC, USDA Biobased Product EPA compliant
	Wausau Paper	Associated Paper	EcoSoft™ Roll Towels. 100% recycled content <a href="https://www.associatedpaper.com/CatalogSearch.aspx?Value=wausaupaper+ecosoft+roll+towel">https://www.associatedpaper.com/CatalogSearch.aspx?Value=wausaupaper+ecosoft+roll+towel</a>	Green Seal
Toilet paper	Seventh Generation	Sustainable Supply	137038 Seventh Generation Bath Tissue. 100% recycled materials <a href="https://www.sustainablesupply.com/collections/recycled-toilet-paper/products/seventh-generation-100-recycled-bathroom-tissue-septic-safe-2-ply-white-500-sheets-jumbo-roll-60-carton-sev137038">https://www.sustainablesupply.com/collections/recycled-toilet-paper/products/seventh-generation-100-recycled-bathroom-tissue-septic-safe-2-ply-white-500-sheets-jumbo-roll-60-carton-sev137038</a>	EPA Safer Choice, FSC®
	Marcal Paper	Sustainable Supply	5001 Marcal Pro Bath Tissue. 100% recycled content <a href="https://www.sustainablesupply.com/collections/recycled-toilet-paper/products/marcal-paper-100-recycled-two-ply-bath-tissue-septic-safe-2-ply-white-500-sheets-roll-48-rolls-carton-mrc5001">https://www.sustainablesupply.com/collections/recycled-toilet-paper/products/marcal-paper-100-recycled-two-ply-bath-tissue-septic-safe-2-ply-white-500-sheets-roll-48-rolls-carton-mrc5001</a>	Green Seal
	Wausau Paper	Associated Paper	EcoSoft™ Bath Tissue 100% recycled content <a href="https://www.associatedpaper.com/p/BW-12300/WausauPaper-EcoSoft-Tissue-3-3-4-x-4-/">https://www.associatedpaper.com/p/BW-12300/WausauPaper-EcoSoft-Tissue-3-3-4-x-4-/</a>	Green Seal

See the [Environmental Product Guide](https://www.greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016_EPG_FINAL_May2017.pdf) for more options: [Greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016\\_EPG\\_FINAL\\_May2017.pdf](https://www.greenbusiness.hawaii.gov/wp-content/uploads/2017/05/2016_EPG_FINAL_May2017.pdf)  
(pages 119- 139 for office products and 142-149 for food service products)

## Resources

### Pollution Prevention

<p><b><u>Bus Services</u></b></p> <p>The Bus City and County of Honolulu: <a href="http://thebus.org/">thebus.org/</a> Hawai'i Island Hele-On Bus: <a href="http://heleonbus.hawaiicounty.gov">heleonbus.hawaiicounty.gov</a> The County of Maui Bus: <a href="http://mauicounty.gov/605/Bus-Service-Information">mauicounty.gov/605/Bus-Service-Information</a> The Kaua'i Bus: <a href="http://kauai.gov/Government/Departments-Agencies/Transportation">kauai.gov/Government/Departments-Agencies/Transportation</a></p>	<p><b><u>Energy Conservation</u></b></p> <p>Fuel Economy: <a href="http://fueleconomy.gov">fueleconomy.gov</a> Alternative Fuels Data Center: <a href="http://afdc.energy.gov/tools">afdc.energy.gov/tools</a></p>
<p><b><u>Pollution Prevention</u></b></p> <p>Environmental Protection Agency (EPA): <a href="http://Epa.gov/p2">Epa.gov/p2</a></p>	<p><b><u>Health Resources</u></b></p> <p>Department of Health (DOH): <a href="http://health.hawaii.gov/shwb/p2/">health.hawaii.gov/shwb/p2/</a></p>

### Recycling and Waste Reduction

<p><b><u>Recycling</u></b></p> <p>Oah'u Solid Waste System: <a href="https://www.honolulu.gov/opala">https://www.honolulu.gov/opala</a> or <a href="http://honolulu.gov/env">honolulu.gov/env</a> Hawaii Recycle: <a href="http://recyclehawaii.org">recyclehawaii.org</a> Maui Recycling: <a href="https://www.mauicounty.gov/2490/Recycling">https://www.mauicounty.gov/2490/Recycling</a> Kaua'i Recycling: <a href="http://kauai.gov/Recycling">kauai.gov/Recycling</a></p>	<p><b><u>Reuse</u></b></p> <p>Reuse Hawai'i Honolulu: <a href="http://reusehawaii.org">reusehawaii.org</a> Baseyard: <a href="http://baseyard.com">baseyard.com</a> Hilo Arc Center: <a href="http://hiloarc.org">hiloarc.org</a> Kauai Habitat for Humanity: <a href="http://kauaihabitat.org">kauaihabitat.org</a></p>
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### Energy Conservation

<p><b><u>Conservation</u></b></p> <p>Hawai'i Energy: <a href="http://hawaiienergy.com">hawaiienergy.com</a> Green-E: <a href="http://green-e.org">green-e.org</a> Hawai'i State Energy Office: <a href="http://Energy.hawaii.gov">Energy.hawaii.gov</a></p>	<p><b><u>Electric Companies</u></b></p> <p>Hawaiian Electric Company: <a href="http://heco.com">heco.com</a> Kaua'i Island Utility Cooperative: <a href="http://website.kiuc.coop">website.kiuc.coop</a></p>
<p><b><u>Environmental Assessment Tool</u></b></p> <p>Electronic Product Environmental: <a href="http://epeat.net">epeat.net</a></p>	<p><b><u>Energy Star</u></b></p> <p>Energy Star: <a href="http://energystar.gov">energystar.gov</a></p>

### Water Conservation

<p><b><u>Conservation</u></b></p> <p>Environmental Protection Agency: <a href="http://epa.gov/watersense">epa.gov/watersense</a></p>	<p><b><u>Water Supply</u></b></p> <p>City and County of Honolulu-Board of Water Supply: <a href="http://hbws.org">hbws.org</a> County of Hawai'i Department of Water: <a href="http://hawaiiidws.org">hawaiiidws.org</a> Department of Water Supply-Maui County: <a href="http://mauicounty.gov/126/Department-of-Water-Supply">mauicounty.gov/126/Department-of-Water-Supply</a> Department of Water-County of Kaua'i: <a href="http://kauaiwater.org">kauaiwater.org</a></p>
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### Tools

<p><b><u>Carbon Calculators</u></b></p> <p>Environmental Protection Agency: <a href="http://epa.gov/energy/greenhouse-gas-equivalencies-calculator">epa.gov/energy/greenhouse-gas-equivalencies-calculator</a></p>	<p><b><u>Catering Marine</u></b></p> <p>Stewardships Council: <a href="http://msc.org">msc.org</a></p>
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