



Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

Bethesda Green



4825 Cordell Avenue
Bethesda, MD 20814
240-396-2440
www.bethesdagreen.org
Non-Profit
Member since April 2012

Management and Leadership

Environmental Policy Statement

Bethesda Green's mission focuses on environmental sustainability and leadership, therefore we are committed to reducing our environmental footprint and promoting environmental stewardship at all levels of our organization.

We encourage our incubator companies, staff, and event participants to reduce their environmental footprint through triple bottom line impact, thus maximizing the sustainable economy and providing all residents with equal access to clean air, clean water, and natural resources.

Wherever possible we will strive to set an example for the community by minimizing pollution and waste, conserving energy and water, supporting renewable energy resources, buying environmentally friendly products, and encouraging environmentally preferable transportation. These efforts extend to contractor and supplier relationships. We work with contractors and suppliers serving or otherwise acting on behalf of the organization to meet our standards of triple bottom line impact.

Electronic copies of this policy manual are accessible to all employees. New employees are obliged to read the policy manual and to sign a form confirming that they have read and understand Bethesda Green's environmental policy. Employees at all levels of the company are involved in supporting our mission.

Environmentally Preferable Products and Services

Bethesda Green is a green business incubator whose mission is to accelerate the sustainable economy with a focus on innovation, impact, and community. Bethesda Green does this by:

- *Providing an Incubator program that has the resources and access to expertise necessary to develop green start-ups into viable businesses.*
- *Connecting Incubator companies, businesses, government, and non-profits to collaborate in testing and piloting of green solutions.*
- *Implementing and providing assessment tools for BG, Incubator companies, and partners to fully understand and clearly, communicate their triple bottom line impact.*
- *Engaging Bethesda and the Montgomery County community in participating the sustainable economy through opportunities that inspire innovation and implementation of green solutions.*
- *Hosting an annual fundraising gala to recognize local green impactful champions to celebrate successful partnerships and recognize Bethesda Green's achievements.*

Environmentally Preferable Purchasing

- *When replacing standard fluorescent bulbs, compact fluorescent light bulbs, LED, or low-mercury fluorescent bulbs are used.*
- *All markers used in the office are non-toxic.*
- *All office paper is post-consumer recycled paper.*
- *Bethesda Green's documents, promotional fliers, brochures, t-shirts and bags, as well as business cards and display signs are printed with soy-based ink, produced by EcoPrint, Green Paper Studio, and T.S. Designs.*

Environmental Restoration or Community Environmental Projects

Bethesda Green Neighbors

Formed in 2013, the Bethesda Green Neighbors group works to increase awareness about sustainability, strengthen connections with neighborhood leaders, and identify measurable action steps for communities. Bethesda Green educates neighborhood leaders around focus areas, supports designated leaders, serves as a local information clearinghouse about sustainability, and identifies key contacts and event presenters.

The group focuses on:

- *Energy efficiency and renewable energy*
- *Waste management (recycling, composting and waste reduction)*
- *Sustainable landscaping and lawn care (including storm-water management and increasing soil carbon)*
- *Homeowner environmental programs, ex. Tree Montgomery, RainScapes*
- *Air quality*
- *Parks and open space*
- *Water quality*

Green Neighbors group meets last Wednesday of the month at 6:30 pm at Bethesda Green.

Enhancing the Green on Greenery Lane

In 2015, Glen Waye Gardens Condominiums (Silver Spring, MD) and Bethesda Green (Bethesda, MD) were awarded a \$32,000 grant from the Chesapeake Bay Trust through the Montgomery County Water Quality Protection Fund administered by the Montgomery County Department of Environmental Protection. Glen Waye Gardens undertook three major projects to reduce their stormwater runoff. First, in a reforestation project, about 200 young trees were added to the property. Second, six concrete pads and rainwater collection cisterns were installed. And finally, in a conservation landscaping project, about 160 plants, and trees native to the area were planted. The installations encouraged residents to become educated on the stormwater issues occurring on the property. Together, the residents, Glen Waye Gardens, and Bethesda Green made a positive impact on the local ecosystem by reducing the flow of storm water into the Bay.

Be Impact Initiative

Bethesda Green partnered with B Lab (the non-profit behind B Corp) to help companies Measure What Matters. Bethesda Green's Be Impact Initiative provides programming and resources to help your business improve its social and environmental impact to increase triple bottom line sustainability. Participating companies identify their impact, measure it over time and connect with strategic partners for growth.

Waste

Solid Waste Reduction and Reuse

Bethesda Green encourages employees and visitors to reduce their use of bottled water, non-reusable dishes and utensils, and cups and mugs by providing reusable plates, utensils, cups, mugs, condiments and filtered hot and cold water through an IMC water. All of these reusable materials are used during office meetings, and internal and external events whenever possible, such as the Bethesda Green Gala. Additionally, a coffeemaker is available to reduce the need for carry-out coffee and a common refrigerator is available to reduce the number of packet condiments and encourage no waste meals. A dishwasher is available and only run when full to reduce water use.

All new incubator companies will be introduced to Bethesda Green's waste reduction policies and will be instructed on how to properly dispose of their waste according to the trash, recycling and composting bins.

Recycling

Bethesda Green recycles approximately 4,286 pounds annually. All employees and patrons are expected to recycle the following materials:

- *mixed paper: white paper, colored paper, corrugated cardboard, boxboard, newspapers, inserts, magazines, catalogs, telephone directories, paperback books, unwanted email, and all other clean, dry paper*
- *commingled materials: aluminum cans and foil products, bi-metal (steel/tin) cans, glass bottles and jars, and plastic narrow neck bottles*
- *scrap metal: ferrous and non-ferrous items*
- *printer cartridges*

Recycling bins for mixed paper and commingled materials are placed in the offices, incubator, conference room and the kitchen. Each bin is clearly marked with appropriate materials for that recycling bin. If bins are missing, employees are to bring this to the program manager's attention so that a bin can be added. Bethesda Green uses a Xerox copier with Bio-Renewable Content Ink, BRC 30 Index. Frequent printing is discouraged, and therefore ink and paper use is typically low.

Composting

Bethesda Green partners with The Compost Crew to collect weekly compost in the office. Our annual Gala food waste is composted by Compost Crew. The compost bin is easily accessible and located in the kitchen. Bethesda Green also uses composting for our Bethesda Green Gala and other internal and external events.

Hazardous Waste/Toxic Use Reduction

Bethesda Green avoids using hazardous products. However, any chemicals or harmful products that must be used are stored inside under cover, in their original containers or properly labeled secondary containers with tight-fitting lids. These products are stored in secure, controlled areas, away from ignition sources, food storage areas, and sewer and storm drains.

Energy

Energy Efficiency

Bethesda Green encourages donations of ENERGYSTAR office appliances which will be labeled with their energy saving features. Currently, Green Switch has installed light sensors to turn off the lights when no motion is sensed in the room for a specified period of time. Workspaces have also been arranged to take advantage of natural light. Lights and electronics are turned off when not being used. Signs above light switches remind staff and volunteers to turn off light switches.

The refrigerator will be set between 35-38 F and the freezer between 0 and 5 F.

An IMC water cooler with a water distiller and filter is used to ensure clean, healthy water. The model used has a sensor to adjust power needed for operation and is placed away from direct sunlight.

Elevator access is available for deliveries and for handicapped persons, but otherwise, employees and visitors are expected to use the stairs to access Bethesda Green.

As a tenant, Bethesda Green recommended to its landlord that T12 fluorescent lamps be replaced with energy efficient T8 or T5 lamps with electronic ballasts. Incandescent light bulbs have been replaced with compact

fluorescent light bulbs or LED lights where appropriate. Additionally, LED, electroluminescent, or photo luminescent exit signs are used.

The landlord, Capital One Bank, manages regularly scheduled maintenance on the HVAC and refrigeration systems are conducted.

Transportation

Employee Commute

Information on public transportation and car/vanpooling are on display at Bethesda Green for staff and visitors. The County's Guaranteed Ride Home and Regional Ride-Sharing programs also promoted.

Bethesda Green has facilitated the installation of a bike rack in front of the Bethesda Green and Capital One Bank building to encourage bike riding as a local mode of transportation for our employees, visitors along with Bank clients.

Bethesda Green has a no-idling policy. This means vehicles being used for Bethesda Green business, activities and events are to be turned off when loading and unloading.

While on business travel, Bethesda Green employees will be encouraged to take the train, bus, or subway when feasible instead of a car. If a car is necessary, use a hybrid, plug in or at minimum fuel efficient vehicle is preferred.

Bethesda Green tracks the forms of transportation to and from Bethesda Green by adding this question to the visitor sign-in sheet as a performance measurement.

Staff and visitors are encouraged to use public transportation, walk and/or bike to work. We promote our location as close to the metro in our event publicity.

Profile Updated June 2017



Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.

Learn more at www.green.maryland.gov/registry

