Prove Your Green Leadership with a Verified Green Office Program

Many colleges and universities have launched or are considering developing programs aimed at “greening” campus offices. These offices represent a significant portion of waste generation and energy use on a campus, and an effective “green office” program can educate participants, recognize campus leaders, and reduce costs. Green offices can also contribute to a college or university climate action plan and reduction of greenhouse gas emissions, as well as promote green procurement.

Green Seal™ offers two options to schools like yours seeking to make their office operations more sustainable: participation in the Green Seal Green Office Partnership Program, or third-party verification of your existing green office program.

**Green Seal Green Office Partnership Program**

This program is designed to guide offices with simple and straightforward steps they can take to become more sustainable. The program focuses only on those areas that are within the direct control of office managers, including:

- Waste reduction and recycling specific to the office
- Office supplies, such as copier paper and toner cartridges
- Kitchen and pantry supplies, such as dish and hand soaps and paper towels
- IT equipment and management, such as sleep settings and e-waste recycling
- Operational systems, occupancy sensors, and adjustable thermostats
- Training and education of staff

The program does not cover areas which are typically controlled by facility managers (e.g., maintenance of air-control equipment, selection of lighting fixtures, or sanitary paper products).

The Green Office Partnership Program is a multi-faceted collaboration between Green Seal and participating offices. The process includes a checklist of criteria, an on-site or virtual review with staff, and suggestions for improvement to meet mandatory and other criteria. Those offices that achieve Green Office Partnership receive a Partnership logo that can be used in marketing materials and other communications, and a listing on Green Seal’s website, along with other suggestions for promoting your sustainability leadership.

After the Partnership is awarded, Green Seal will provide guidance on how you and your staff can further improve your operations and purchasing choices. In addition to this written summary, we will be available to answer questions about our review of your office’s sustainability. We are also happy to provide tips to increase employee buy-in and encourage your staff to take part in this program.
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3rd-Party Verification of Your Existing Program

For universities with a green office program already in place, Green Seal offers valuable independent verification that the program is comprehensive, credible, and effective. The verification is intended to set a bar for sustainable office operations and ensure that the university program meets or exceed those expectations. The process includes Green Seal’s review of your program to evaluate it for best practices and the rigor of the environmental criteria. Green Seal will make suggestions for improvement and provide training and guidance on how to conduct an internal review. Green Seal will verify that reviews are being conducted properly and in accordance with best practices. Presentations or webinars for staff on the benefits of greening offices are also available.

Supplement Your Social Responsibility Practices

Green Seal Partnership or verification provides tangible returns and benefits to offices in increased efficiency of operations and in marketing. Using recycled materials can encourage employees to be more efficient with other office expenses and activities. And universities that report social responsibility practices can list green office programs as an example of their sustainability activities, backed by Green Seal’s 25 years of experience. These benefits can be clearly promoted to help demonstrate your leadership and improve student recruitment and staff retention.

For more information on the Green Seal Green Office Partnership, or our verification services, visit GreenSeal.org/GreenBusiness/GreenOfficePartnership.aspx, or call (202) 872-6400.

About Green Seal

The original “Green Seal of Approval” was founded in 1989 to help safeguard the health of people and the planet. As an independent, science-based standards developer and certification body, Green Seal identifies products and services that are environmentally responsible, and provides public education for creating a more sustainable world.

Find products and services certified under these standards at GreenSeal.org:

- GS-1 Sanitary Paper Products
- GS-2 Alternative Fueled Vehicles
- GS-3 Re-Refined Engine Oil
- GS-5 Compact Fluorescent Lamps
- GS-7 Printing and Writing Paper
- GS-8 Cleaning Products for Household Use
- GS-10 Coated Printing Paper
- GS-11 Paints and Coatings
- GS-13 Windows
- GS-15 Newsprint
- GS-16 Reusable Bags
- GS-18 Paper Products Used for Food Preparation
- GS-31 Electric Chillers
- GS-33 Hotels and Lodging Properties
- GS-34 Cleaning and Degreasing Agents
- GS-35 Food Service Packaging
- GS-36 Adhesives for Commercial Use
- GS-37 Cleaning Products for Industrial and Institutional Use
- GS-40 Floor-Care Products for Industrial and Institutional Use
- GS-41 Hand Cleaners for Industrial and Institutional Use
- GS-42 Commercial and Institutional Cleaning Services
- GS-43 Recycled Content Latex Paint
- GS-44 Soaps, Cleansers, and Shower Products
- GS-45 Plastic Resin Film and Bags
- GS-46 Restaurants and Food Services
- GS-47 Stains and Finishes
- GS-48 Laundry Care for Household Use
- GS-49 Residential Cleaning Services
- GS-50 Personal Care and Cosmetic Products
- GS-51 Laundry Care for Industrial and Institutional Use
- GS-52 Specialty Cleaning Products for Household Use
- GS-55 Restaurants and Food Services
- GS-53 Specialty Cleaning Products for Industrial and Institutional Use

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