



UNC GREEN LABS

CERTIFICATION CHECKLIST

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CERTIFICATION LEVELS:



There are five levels of Green Labs Certification: Bronze, Silver, Gold, Platinum, and Green. Unless otherwise stated, each task = 1 point. Labs are encouraged to achieve tasks across the five categories, when applicable.

To become certified, submit the form at uncgreenlabs.web.unc.edu/certification/



BRONZE:

12 points on the checklist accomplished and approved.



SILVER:

18 points on the checklist accomplished and approved.



GOLD:

24 points on the checklist accomplished and approved.



PLATINUM:

30 points on the checklist accomplished and approved.



GREEN:

36 points on the checklist accomplished and approved.



WASTE REDUCTION



- 1 Follow OWRR Recycling Guidelines or other recycling system (submit yours to Green Labs Staff)
- 2 Recycle ink cartridges through UNC Mail Services
- 3 Implement glove or plastic film recycling (contact Joseph Ward: Joseph.ward@avantorsciences.com or Dana Bruce: dana.bruce@thermofisher.com)
- 4 Properly recycle electronics through the UNC Surplus Program
- 5 Post signage to clarify the lab and office recycling procedures (available on UNC Green Labs Website)
- 6 Set up double sided printing as default setting on all lab computers
- 7 Place scrap paper bin next to printers
- 8 Minimize hazardous waste by applying Green Chemistry Principles (0.5 point per principle)
- 9 Consolidate purchases to minimize waste of shipping materials
- 10 Unsubscribe from unwanted mailings and request electronic versions of laboratory catalogs



EQUIPMENT EFFICIENCY



- 1 Date and clearly label all samples in storage and maintain an updated inventory of samples (2 points)

- 2 Keep freezers and incubators organized to reduce the time that the door spends open

- 3 Host an annual freezer clean-out to remove unnecessary samples (2 points)

- 4 Register your lab in the My Green Lab **National Freezer Challenge**

- 5 Clear ice buildup in -80°C or other freezers (with a soft cloth or rubber mallet)

- 6 Ensure that freezers are running efficiently by checking door seals, coils, condenser filters, etc. each month—designate a monthly check person, date, and time.

- 7 Report all maintenance issues (freezer malfunction, leaking faucet, climate control issues, etc.) ASAP using the **UNC Facilities Portal**

- 8 Do a lab inventory of computers and printers to remove duplicate or unnecessary equipment



SAVE ENERGY



- 1 Post reminders to shut fume hood sash when not in use (posters on UNC Green Labs site under "Resources")
- 2 Post reminders to turn off lights when exiting a room (request form on UNC Green Labs site under "Resources")
- 3 Utilize daylight instead of overhead lighting whenever possible
- 4 Turn off basic research equipment (most heat blocks, water baths, drying ovens, and incubators reach the desired temperature quickly and can be left off) when not in use
- 5 Label equipment with "turn me off" stickers (request form on UNC Green Labs site under "Resources")
- 6 Close windows and doors if the HVAC system is on
- 7 Use a joint power strip (an energy-smart strip, if possible) so that groups of appliances can be powered down when not in use
- 8 Post signage to remind users to turn off computers (or put on stand-by/hibernate mode) at the end of the day
- 9 Rent an energy consumption meter (by contacting **Obadele St. George**) to measure how much energy your equipment draws. Make plans to reduce your consumption



RESOURCE CONSERVATION



- 1 Make energy efficient purchasing choices. Look for **Energy Star Certified equipment** (2 points for each Energy Star Appliance)

- 2 Merge your freezer space and equipment with neighboring labs instead of buying your own

- 3 Only run autoclave when full

- 4 Review items which may be run through the dishwasher to reduce autoclaving unnecessary items

- 5 Purchase a solvent recycler for your lab or share one with a neighboring lab

- 6 Do not use DI water where tap water will work just as well. Create clear lab guidelines on when each type of water should be used, and post clearly.

- 7 Properly dispose of chemicals according to **UNC EHS Guidelines**

- 8 Keep an up-to-date chemical inventory to prevent redundant ordering and to provide a resource for sharing chemicals between neighboring labs. Updating chemical inventory needs to be done yearly according to the **EHS lab plan**.

- 9 Purchase only the necessary amounts of hazardous chemicals and consider using **less hazardous alternatives**



CAMPUS ENGAGEMENT



- 1 Attend at least 1 Green Lab event throughout the year
- 2 Refer another lab to the Green Labs certification program or My Green Lab Freezer Challenge
- 3 Join the Green Labs listserv by filling out this **form**
- 4 Volunteer to be interviewed as a Green Lab Certification participant
- 5 Share at least 2 photos of your sustainable efforts on Facebook, Instagram, or twitter by tagging @uncgreenlabs
- 6 Post the **12 Green Chemistry Principles** in your lab
- 7 Arrange conference calls in place of traveling whenever possible
- 8 Encourage lab employees to use alternative commuter methods (bus, bike, walk) and submit pictures of themselves during their commute
- 9 Identify a way to increase your lab's sustainability that is not addressed in this document and email us at greenlabs@unc.edu with your idea and it being utilized