



Johnson Fediw Associates
 6 Gold Leaf Place
 The Woodlands TX 77384
 281-687-6966
 www.GreenEarthGreenPlants.com
 info@JfaConsultingBiz.com

Green Earth—Green Plants® Interiorscape Business Certification Assessment

Assessment Form

| | | |
|----------------------------------|--|------|
| Name of business | | Date |
| Authorized Representative's name | Authorized Signature: you agree to all terms listed below with your signature. | |

Instructions:

Note: Your business does not need to qualify for every criteria or every point possible. We realize that operating a green business is about making choices based on your market, budget constraints, size of your business, availability of products, local conditions and local regulations. Bronze Level:40-60 points. Silver Level:61-80 points. Gold Level:81-99 points. Platinum Level:100+ points. Fee of \$495 (plus sales tax for Texas residents) will be charged for all certifications and is non-refundable.

1. Fill in the right-hand column with the eligible number of points for each criterion you are claiming. Points are assigned based on their impact on the environment, health and wellbeing. You must attain a minimum of 40 points to qualify for certification.
2. Some criteria will require that you send proof or documentation, we'll let you know what we need. This may be in the form of photos, copies of receipts, schedules, etc. Everything you send will be held in the strictest confidence. Your contact information will be posted on our website so potential clients can contact you once your business has been certified, but your documentation will not be shared with any other persons or organizations.
3. If you prefer an on-site audit instead of sending proof, please call 281-687-6966 to set the date. There is no additional cost except travel costs (airfare, hotel and ground transportation) and we will quote you the additional costs. We make every effort to find other work in your area and pro-rate the travel expenses. An on-site audit generally takes 2 hours of your time and we do all the documentation while we are there. We will take the photos and make the copies as needed for your documentation.
4. By signing this assessment, you agree to allow us to make surprise on-site inspections to make sure you are complying with the criteria you are claiming. Any surprise on-site inspections will be done at our own cost, not yours.
5. By signing this assessment, you also agree that you are being truthful and are complying with all federal, state and local laws and regulations. Conviction of any laws or regulations may be cause for immediate revocation of your certification.
6. All materials and information you send us will be held in strictest confidence by Johnson Fediw Associates and its agents. If a client or potential client contacts us concerning your business certification, we will verify your status and will only send them additional information upon your approval.
7. Please send your completed assessment form and documentation in strictest confidence by email to Kathy Fediw, LEED AP ID +C, CLP, CLT at Kathy@InteriorscapeConsultant.com or mail to Kathy Fediw, LEED AP ID+C, CLP, CLT, Johnson Fediw Associates, 6 Gold Leaf Place, The Woodlands, TX 77384.
8. Upon meeting the criteria and approval you will be notified that you have achieved the status of a Green Earth—Green Plants® Certified Business and will be licensed to use the Registered Trademarked logo for as long as you maintain your status as a Certified Business. If you fail to renew your certification or lose your status for any other reason you must cease and desist to use the logo or refer to your business as being a Green Earth—Green Plants Certified Business. If you fail to cooperate within 10 days of notification you will be subject to legal action and wholly responsible for any legal fees or other damages brought against you in our efforts to protect our intellectual property and rights. You agree to these terms with your signature on your assessment form.
9. If you have any questions or need assistance, please call 281-687-6966. Our offices are open 8:00 AM to 5:00 PM Central Time (Texas, USA.) Your first two years as a certified business are included in your original fee. There is an annual renewal fee which begins two years after your business becomes certified (currently \$95 per year, subject to change without notice.)

Thank you!
 -Kathy Fediw, LEED AP ID+C, CLP, CLT
 President, Johnson Fediw Associates Training & Consulting
 Founder, Green Earth—Green Plants® Certification Program



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| | |
|----------------|-------------------|
| Name: | Company: |
| Email address: | Shipping Address: |
| Contact Name: | Phone number: |

Payment information: Fee is \$495 plus any sales tax (Texas residents.) This fee is non-refundable.

| | |
|----------------------|---|
| Name on credit card: | <input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> AMEX |
| Credit card number: | Billing address if different from mailing address: |

If you wish to pay by check please send to:
Johnson Fediw Associates
6 Gold Leaf Place
The Woodlands, TX 77384



PART 1: HORTICULTURAL PRACTICES

| | YES | NO |
|---|-----|----|
| WATERING PRACTICES: Greenhouse or holding facility | | |
| Greenhouse or holding facility uses ebb & flow watering system for bench plants, or some other type of irrigation which captures and recycles run-off water. OR: Micro-irrigation or drip irrigation is used. | | |
| Non-potable water or collected rainwater is used to water plants. | | |
| Other practices: | | |
| WATERING: On interior plantscape accounts | | |
| The use of subirrigation systems reduces the need for weekly maintenance visits, reduces fossil fuel use and pollution, reduces the dosage for fertilizers and pesticides, and reduces the rate of plant replacements. We use subirrigation on 75% or more of the 6" plants and smaller that we sell and maintain. *Subirrigation may include any of the following systems: capillary matting, CWI®, Lechuza®, MPS®, Jardinere®, Sippers®, Aquafur®, Oasis® disks, or other similar systems | | |
| Please list any other practices that conserve water use (other than topdressing or staging practices, which are covered in another section): | | |
| FERTILIZATION | | |
| Organic fertilizers are used. | | |
| Soil testing is done by a third party laboratory on specimen plants and large plantings prior to fertilization. | | |
| Other practices: | | |
| PEST AND DISEASE CONTROL | | |
| <p>Note: This section pertains to your use and application of pesticides on accounts and within your own greenhouse or holding facility. It does not include any use of pesticides on plants prior to being shipped to you. However, we strongly recommend that you purchase plants from growers who follow eco-friendly pest control practices.</p> <p>Please note: Failure to comply with all federal, state and local laws and regulations concerning pesticides will result in the revocation of your Green Earth—Green Plants® certification.</p> <p>If you use no pesticides you may answer "yes" to multiple questions.</p> | | |
| You use no chemical pesticides on your accounts. Food-grade pesticides, biological pesticides and organic pesticide use is fine and does not count as a "chemical" pesticide. | | |



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| | YES | NO |
|--|-----|----|
| You use no pesticides, food grade, organic, biological and/or only pesticides labeled “Caution” on your accounts. | | |
| Please list all of the pest control products you use on interior plantscape accounts. | | |
| You use no chemical pesticides in your greenhouse or holding facility. Food-grade pesticides, biological pesticides and organic pesticide use is fine and does not count as a “chemical” pesticide. | | |
| You use no pesticides, food grade, organic, biological and/or only pesticides labeled “Caution” in your greenhouse or holding facility. | | |
| Please list all pesticides you use in your greenhouse or holding facility. | | |
| You have a written policy stating that pesticides are to be used only as a last resort after mechanical removal and other non-chemical methods have been attempted, or that no pesticides are used. | | |
| Beneficial insects, mites, nematodes or other organisms not packaged and labeled as a pesticide are used for pest control when appropriate and needed. Or no pesticides are used. | | |
| Spot treatment of pests is used when necessary, as opposed to fogging methods or treating large areas, on interiorscape accounts. Or no pesticides are used. | | |
| Pesticides are applied to the soil media as a granular or drench application, or no pesticides are used | | |
| No aerosol pesticides are used, or no pesticides are used. | | |
| Pesticides in dilution (mixed with water) and concentrated (unused) pesticides are used up on plants (the preferred method of disposal) and not disposed of down the sink or commode. All label directions and any local ordinances are followed. Or no pesticides are used. *Please note: although disposing of diluted or mixed pesticides on the ground may be permitted, it is not considered to be an eco-friendly practice. Wildlife and the soil ecosystem may be exposed to harmful chemicals with this practice. | | |
| Other eco-friendly practices: | | |
| Topdressings, staging and cleaning products | | |
| Topdressings made from renewable, or recycled materials are used on 75% or more of your accounts. These may include Spanish moss, sheet moss, wood excelsior moss, “pebbles” made from recycled materials, bark nuggets or shredded bark from FSC or other certified forests. | | |
| Other materials: please list. | | |



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| | YES | NO |
|---|-----|----|
| Recycled materials are used for staging as appropriate. | | |
| Plant cleaners used on 75% or more of your accounts are phosphate-free, non-aerosol and petroleum-free. | | |
| Naturally-shiny leaves such as Janet Craigs, etc. are dry-buffed or wiped with a reusable material. | | |
| Other plant grooming practices that are eco-friendly: | | |
| Plant containers and planters | | |
| 75% or more of the plant containers used on your accounts are low-VOC, have a powder-coated finish or are metal, or are made from a renewable material such as bamboo or wicker. Or they are compostable. | | |
| 50% or more of the plant containers used on your accounts are low-VOC, have a powder-coated finish or are metal, or are made from a renewable material such as bamboo or wicker. Or they are compostable. (choose this selection in addition to the above criteria if you have 75% or more.) | | |
| 75% or more of your containers are recyclable or compostable. | | |
| 50% or more of your containers are recyclable or compostable. (choose this selection in addition to the above criteria if you have 75% or more.) | | |
| 75% or more of your containers can be repainted, refinished or returned to the manufacturer for recycling or refinishing. Please list manufacturer and model names for verification. | | |
| 50% or more of your containers can be repainted, refinished or returned to the manufacturer for recycling or refinishing. Please list manufacturer and model names for verification. (choose this selection in addition to the above criteria if you have 75% or more. No need to list the manufacturer and model names twice.) | | |
| Other eco-friendly horticultural practices: | | |



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| Criteria | YES | NO |
|---|-----|----|
| EMPLOYEE TRANSPORTATION TO AND FROM WORK | | |
| <p>Allowing route employees to report directly to their first account and return home from their last account saves on fuel usage and vehicle emissions.</p> <p>Please choose as many options below that apply. For example, if 100% of your employees comply you would mark “yes” to all 3 options.</p> | | |
| 100% of route employees (horticulture technicians) are permitted to report directly to the jobsite rather than first coming in to the office, warehouse or holding facility. | | |
| 75% to 100% of route employees (horticulture technicians) are permitted to report directly to the jobsite rather than first coming in to the office, warehouse or holding facility. | | |
| 50% to 75% to 100% of route employees (horticulture technicians) are permitted to report directly to the jobsite rather than first coming in to the office, warehouse or holding facility. | | |
| 100% of route employees (horticulture technicians) are permitted to go home directly from the last jobsite of the day, rather than returning to the office, warehouse or holding facility. | | |
| 75% to 100% of route employees (horticulture technicians) are permitted to go home directly from the last jobsite of the day, rather than returning to the office, warehouse or holding facility. | | |
| 50% to 75% to 100% of route employees (horticulture technicians) are permitted to go home directly from the last jobsite of the day, rather than returning to the office, warehouse or holding facility. | | |
| Your horticulture technicians usually work a maximum 4 day week (or less) as opposed to a 5 day work week. | | |
| <p>Making arrangements for some of your staff to work from home saves on fuel and vehicle emissions. This may also reduce your need for larger facilities and reduce your utilities usage.</p> <p>Please choose as many options below that apply. For example, if 100% of your employees comply you would mark “yes” to all options.</p> | | |
| 100% of your sales staff, administrative staff and/or management staff (including the owners) work at home or telecommute 2 days or more per week. | | |
| 75 % to 100% of your sales staff, administrative staff and/or management staff (including the owners) work at home or telecommute 2 days or more per week. | | |
| 50% to 75% to 100% of your sales staff, administrative staff and/or management staff (including the owners) work at home or telecommute 2 days or more per week. | | |
| Van pools, ride-sharing or public transportation is used by at least 25% of your employees to travel to and from work. You may be asked to list their names and provide other documentation, such as copy of bus pass, copy of expense report showing reimbursement, etc. | | |
| MISCELLANEOUS | | |
| <p>Visiting accounts every 9/10 days or every 14 days reduces fuel usage and emissions.</p> <p>Qualifying accounts must be visited only once every 9/10 days or 14 days. If an account is visited each week, but one week is only a walk-through or spot checking, that account does not qualify. You may be asked to submit a copy of the schedules for documentation.</p> <p>Please choose as many options below that apply. For example, if 100% of your employees comply you would mark “yes” to all 3 options.</p> | | |
| 100% of interiorscape accounts are on a 9/10 day or 14 day maintenance schedule. | | |
| 75% to 100% of interiorscape accounts are on a 9/10 day or 14 day maintenance schedule. | | |



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| Criteria | YES | NO |
|---|-----|----|
| 50% to 75% to 100% of interiorscape accounts are on a 9/10 day or 14 day maintenance schedule. | | |
| The company donates to a carbon offset program: please name the program. (We realize that the effectiveness of these programs is somewhat controversial. Irregardless, programs that aid in reforestation have been determined to have some merit.) | | |
| Other practices: | | |

PART 3: COMPANY FACILITIES – INDOOR SPACES AND OFFICES

| Criteria | YES | NO |
|--|-----|----|
| INDOOR PLANTS | | |
| At least one indoor plant per 100 square feet of office space is utilized. Plants must be in the office area. (Research is currently underway to determine the size and amount needed to effectively remove VOC's from the air.) | | |
| INDOOR LIGHTING | | |
| Motion sensors are on all office lighting switches. | | |
| At least 50% of your office space has windows or skylights and daylighting is utilized. | | |
| Task lighting is used to illuminate immediate work areas in your office space. | | |
| Compact light bulbs (CFL's) or LED light bulbs are used throughout your office space. These are much more energy efficient than incandescent lights. (answer "yes" to both this criteria and the following criteria if you use LED light bulbs.) | | |
| LED lighting is used throughout your office space. Although more costly, these are far more energy efficient than either incandescent light bulbs. | | |
| You may be asked to submit photos showing the types of lighting used in your office space. | | |
| HEATING, VENTILATION AND COOLING | | |
| The HVAC system has programmed thermostat to save energy and/or has locked settings. | | |
| The HVAC system has an Energy Star rating. Please give the brand, model and rating, or photo of the Energy Star rating label. | | |
| The building has asbestos-free insulation, including attic insulation. | | |
| If applicable, greenhouse space or warehouse space utilizes an insulation material, such as double-walled poly. Please list type of insulation. | | |



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| Criteria | YES | NO |
|--|-----|----|
| REDUCED EXPOSURE TO FUMES & CONTAMINANTS | | |
| Low VOC paints are used. Please give the brand or submit a copy of the label. | | |
| The copier and/or printer are in a separate room from the rest of the office space and the space is ventilated to the outside to reduce exposure to fumes. | | |
| Janitorial supplies are kept in a separate closet and stored separately from the office area to reduce exposure to fumes. | | |
| Pesticides are stored separately from the office area. | | |
| No offices are located in the garage area, or these offices have separate ventilation systems. | | |
| MISCELLANEOUS | | |
| Water-saving attachments are on all water spigots. | | |
| Water-saving fixtures (such as commodes) are in restroom areas. | | |
| Your indoor spaces are smoke-free and no smoking is allowed indoors. If you have an outdoor smoking area, your smoking area is not within 25 feet of an entryway, vent or opening window | | |
| Smoking is not permitted on your premises, indoors or outdoors. | | |
| Only phosphate-free, earth-friendly cleaning products are used. | | |
| Recycled paper towels or cloth towels are provided in the restrooms and break rooms. | | |
| Reusable dishes, cups and silverware are available in the breakroom or these products are made from recycled materials. | | |
| Office space is in the owner's home, reducing the need for commuting and maintaining separate office space. | | |
| Floor mats or grills are used at each outdoor entryway to reduce the amount of dust, pollen and other particulates entering your building and reduce the use of cleaning products. | | |
| Your building is at least 50 years old and has been repurposed (was a warehouse or other type of building) or is a registered historic building. | | |
| Other earth-friendly practices: | | |

PART 3: COMPANY FACILITIES – OUTDOOR SPACES AND LANDSCAPE

| Criteria | YES | NO |
|---|-----|----|
| LANDSCAPING AND VEGETATION | | |
| Landscaping and trees cover at least 25% of the outdoor space. | | |
| Native plant material or drought-resistant plant material comprises 50% or more of the landscaping. | | |
| Drip irrigation or a timed sprinkler system is used. | | |



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| Criteria | YES | NO |
|--|-----|----|
| Non-potable water sources or collected rainwater are used for outdoor watering, or no irrigation is used for existing landscaping/lawn space. | | |
| No chemical pesticides or herbicides are used on outdoor plantings. Biologicals, organic products and food-grade products are permitted. | | |
| No pesticides or herbicides with the signal words “Danger” or “Warning” are used on outdoor plantings. | | |
| MISCELLANEOUS | | |
| Outdoor lighting is aimed to eliminate “light pollution” at night, or outdoor lighting is on a timer or light-sensor device. | | |
| Hard surfaces are permeable (such as sand or gravel) to deter storm water runoff. | | |
| Bicycle storage area is provided for employee and visitor use. | | |
| Low-VOC paints are used outdoors when needed. | | |
| You have established a wildlife habitat on your premises (such as placement of butterfly-attracting plants, bird feeders and bird houses, etc.) as permitted by law. | | |
| Other environmentally-sound practices: | | |

PART 4: RECYCLING AND REDUCING LANDFILL SPACE:

| RECYCLING AND REDUCING LANDFILL SPACE: | | |
|--|-----|----|
| Criteria | YES | NO |
| Recycling bins are set up at your facility and the following materials are recycled: | | |
| Paper and cardboard: including office paper, newspaper, plant sleeves and boxes: | | |
| Glass and Metal: | | |
| Plastics and/or Grow Pots: | | |
| Other materials: please list. | | |
| Recycled paper is used for all office printing, or paper is used on both sides. | | |
| Invoices are sent via email or FAX, rather than mailed out. | | |
| Plant clippings and debris are composted (if not diseased or pest-infected). | | |
| Other practices: | | |



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PART 5: EMPLOYEE TRAINING AND EDUCATION

| EMPLOYEE TRAINING AND EDUCATION: | | |
|--|------------|-----------|
| Criteria | YES | NO |
| <p>Employee training and education help to ensure that your green initiatives are properly put into practice. Employee education also helps to minimize waste and mistakes, conserving our natural resources.</p> <p>Topics may include composting, eco-friendly pest control, reducing water usage, routing efficiency, pest and disease identification, wildlife conservation, health and well-being benefits of indoor plants, etc.</p> <p>Training and education may be in the form of:</p> <p><input type="checkbox"/> In-house classes, workshops and staff meetings.</p> <p><input type="checkbox"/> Formal web-based training programs, webinars, teleseminars or computer-based training programs.</p> <p><input type="checkbox"/> Classes or workshops held during a state, regional, national or international conference or symposium.</p> | | |
| Employees received up to 12 hours of training and education throughout the past 12 months. | | |
| Employees received up to 24 hours of training throughout the past 12 months (answer yes to the preceding question as well.) | | |
| All employees receive a company newsletter, trade journal or publication at least 4 times a year with horticultural or environmental information. | | |
| Horticulture staff members receive quality assurance reports on their accounts with suggestions for improvements at least 4 times per year. This helps reduce the need for replacements and the use of pest control products. | | |
| Staff members are reimbursed in total or in part for successfully attending and passing an environmental or horticultural class at a university, college or vo-tech school. | | |
| Other: | | |

PART 6: SOCIAL RESPONSIBILITY – GIVING BACK TO THE COMMUNITY AND INDUSTRY INVOLVEMENT

| SOCIAL RESPONSIBILITY: | | |
|---|------------|-----------|
| Criteria | YES | NO |
| Your business is involved in an environmental program, such as a tree-planting program, reforestation program, conservancy program, litter-free program, etc. and donates a minimum of \$500 per year. | | |
| Your business is involved in an environmental program, such as a tree-planting program, reforestation program, conservancy program, litter-free program, etc. and donates a minimum of \$1,000 per year. | | |
| Your business is involved in an environmental program, such as a tree-planting program, reforestation program, conservancy program, litter-free program, etc. and donates a minimum of 20 volunteer labor hours per year. | | |
| Your business is involved in an environmental program, such as a tree-planting program, reforestation program, conservancy program, litter-free program, etc. and donates a minimum of 50 volunteer labor hours per year. | | |



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| Criteria | YES | NO |
|---|-----|----|
| Someone from your business speaks publicly and/or teaches or writes about horticulture or environmental issues. This may include being a registered trainer through Green Plants for Green Buildings. | | |
| Someone from your business writes about horticulture or environmental issues. | | |
| Someone from your business is actively involved in volunteering for a trade association for the horticulture industry or an environmentally-related association, other than described in previous criteria. | | |
| Other involvement: please describe. | | |

Please use this page for any other earth-friendly practices utilized by your business that were not included previously. Points will be assigned and determined based on similar criteria in this assessment.

| Criteria | Points (to be determined) |
|----------|------------------------------|
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