



## Environmental Initiatives

### 1. Reducing

#### Use of paper

- Documents are printed only when absolutely necessary.
- Printed memos are avoided where possible.
- Guests and clients are given the option to have proposals and or finalized bills emailed.
- Guests can choose if they really require an envelope for their final bill.
- The HRIS system in the Human Resource Department has created an automated process which simplifies paper processing.
- All staff receive pay stubs, W-2, W-4 forms online and can submit any changes via computer.
- Document retention system is designed so we can print less reports and store less paper. We are able to virtually print reports right into the system and distribute them via email. We are also able to create forms that can be filled out on the system and sent for electronic approval to people with an email address. This system greatly reduces our paper and toner consumption at the hotel.
- Signature capture pads have been installed at the Front Desk reducing the need to print registration cards. The guest is able to view the registration card on the pad and then sign.
- In order to reduce significantly the number of catalogues and junk mail received, the hotel is subscribed to [catalogchoice.org](http://catalogchoice.org) which eliminates the amount of junk mail received.
- To reduce the use of hand paper towels, high efficiency air dryers have been installed in some public bathrooms.
- All of the hotel's outlets have a POS system that allows receipts to be emailed instead of printed.
- **FUTURE** initiatives
  - a. We are working on reducing the number of BEO's printed and looking for paperless alternatives for some departments.
  - b. An e-reader is being tested to replace the printed in house guest list and events.

#### Use of Energy

- KW consumption has been minimized by replacing incandescent lighting to compact fluorescent but mostly LED lighting through the entire hotel. Now we are replacing all fluorescent lights to LED's in the back of the house which consume even less energy.
- Thermostats in guestrooms are set at 75 degrees in winter and 73 in the summer.
- Energy management building automation system controls AC and lighting in many areas of the hotel already.
- Fans/heaters are turned off when leaving rooms/offices.



- All guestroom ceiling fans are high-efficiency Energy Star fans and are turned off in vacant rooms.
- All lights and most electronic equipment are turned off when staff leaves offices, guest rooms, meeting rooms, etc.
- Higher efficiency equipment has been installed for pool heating.
- Motion sensors have been added in store rooms, offices, stairwells, etc to switch off lights when no one present.
- All guestroom windows have been replaced with impact storefront fixed heat treated windows with grey tinted and laminated glass.
- For maximum air conditioning efficiency and maintenance of indoor air quality, sliding doors have replaced regular doors wherever possible.
- **FUTURE** initiatives
  - a. The chillers will be serviced and retro fitted to make them more efficient.

#### **Use of water**

- 1/3 of our toilets are eco-friendly toilets that use hand wash water to flush.
- The rest of our toilets are water conserving toilets that only consume 1.28 GPF.
- All our showerheads and faucets are low flow at 1.5 GPM.
- Water consumption is reduced through our Linen and Towel re-use program.
  - a. Approx. 3 gallons of water are conserved for each towel that is reused.
  - b. Approx. 4 gallons of water are conserved for each sheet that is reused.

## **2. Re-using**

- Produce scraps are used as compost and food for natural organic chickens and for the hens that produce our organic free range farm eggs served at Essensia Restaurant.
- Essensia Restaurant's water glasses are made from repurposed bottles by The Green Glass Co. [www.greenglass.com](http://www.greenglass.com).
- The hotel's guestroom key system has been replaced with Salto Key System. Since the keys do not have a magnetic strip, they are more durable, can be reused more often and are entirely recyclable.
- Paper is printed on both sides where possible.
- Used paper is re-used for internal note taking.
- Shredded paper is used to stuff boxes.
- Envelopes and filing folders are re-used.
- Most of the guest drink-ware is already re-usable (including that at the pool and beach). The only exceptions are:
  1. In the spa, tea cups are made of paper and water cups are made of plastic (PETE 1 and both of which are recycled). In the future these will either be re-usable or made of a more environmentally-friendly alternative such as PLA and bagasse.
  2. The complimentary fruit water cups at the entrance and in the garden. These are made of plastic (PETE 1 which can be recycled). Steps are being taken to find environmentally-friendly alternatives made of PLA.
  3. The glasses at the pool and beach during periods of high demand.



- All staff drink-ware are reusable – currently no disposable plastic or Styrofoam is used in the staff cafeteria. Paper containers have been phased out and the hotel has provided all staff members with a reusable coffee/drink mugs for usage.
- Nail files and buffers in the spa are sanitized and re-used.
- Spa sandals are sanitized and re-used.
- Mildly used office material and toiletries are donated to Camillus House shelter.
- Mildly used towels and linens are given to employees or also donated to Camillus House shelter.
- Guests can decide to re-use their towels and linens.
- Dry-cleaning clothes hangers are given back to the dry-cleaning company and re-used.

### **3. Recycling**

- Recycling bins are available in all rooms, public & outside areas, in the spa, offices and back-of-the-house areas.
- Most cardboard, plastic, paper and metal is recycled.
- Batteries and fluorescent bulbs are on a special disposal program which does not go to a landfill.
- All printer cartridges and electronic waste are on a special disposal program which does not go to a landfill.



## More Environmental Initiatives

### Cleaning

- A. Some of the fertilizers and herbicides used are biodegradable and organic.
- B. Our cleaning chemicals are designed to be safe for humans and the environment with most chemicals recognized by DfE (Design for the Environment Program).

### Disposables

- A. Disposable food service items are made from sugarcane, a renewable crop. They are compostable and recyclable. The lids are made of pulp and PLA.
- B. Disposable cutlery is made of plant starch.
- C. Disposable paper hot cups contain approximately 90% compostable cellulose fiber by weight which can be processed in commercial composting facilities and they can also be recycled. They meet the Sustainable Forestry Initiative (SFI) Certified Sourcing and Chain-of-Custody standards, promoting responsible forestry practices.
- D. Straws are biodegradable and are only added to drinks if guests request them. Additionally cocktails are served with paper straws.
- E. All disposable ware used at events by the hotel are made of biodegradable or environmentally friendly materials (either made of bagasse, corn, PLA, or plant starch by Bioplanet [www.bioplanetproducts.com](http://www.bioplanetproducts.com) and Eco Products [www.ecoproducts.com/plant\\_starch\\_cutlery](http://www.ecoproducts.com/plant_starch_cutlery)).

### Furniture

- A. More than 65% of our total furniture has been made either from recycled content, rapidly renewable materials, urea-formaldehyde free, or locally produced.

### Pampering

- A. Spa and in-room toiletries are Aveda whose products are to 90% made of organic ingredients, sustainably sourced and packaged in 100% postconsumer recycled containers. <http://www.aveda.com/aboutaveda/index.html>
- B. Aveda products used in the spa are in refillable dispensers.
- C. Spa eco-friendly nail-care is Spa Ritual whose products and packaging use vegan ingredients including plant essences that are wildcrafted or organic. The formulations are naturally colored and free of synthetic dyes. <http://www.sparitual.com/philosophy/>



### **Paper & Pens**

- A. Toilet /Tissue Paper is made by Solaris Paper with fibers from renewable sources sourced from 100% legal and responsibly managed sustainable sources awarding them the PEFC Chain-of-Custody Certification.  
<http://www.solarispaper.com/environment.php>
- B. Much of the stationery and brochures are printed on recycled paper with soy ink.
- C. Our pens are made with recycled heavy stock paper and plastic trim.

### **Sustainable, local and organic**

- A. On-site Essensia's Organic Chefs Garden consists of 6 individual beds totaling 750 square feet of organic growing space including 3 aeroponic towers providing herbs and seasonal produce used in many of the restaurant's recipes. Please join our Culinary Team for a complimentary tour and tasting of Essensia's Organic Garden most Saturday at 4pm from November through May. Private tours may be arranged. <http://www.essensiarestaurant.com/about/the-garden/>
- B. Essensia restaurant provides Sun Fresh Farm and Ranch in Davie, Florida, the produce scrap for compost and to feed the hens that produce our organic free range farm eggs and the all-natural organic chickens served at Essensia restaurant.
- C. All seafood at Essensia restaurant comes from a sustainable source.
- D. Many fruits and vegetables at Essensia restaurant are locally grown and organic.
- E. At Essensia all the meat comes from all natural Florida Fresh Certified Angus Beef and the poultry is natural free range, vegetarian fed and hormone free.
- F. The wine list at Essensia restaurant is 100% sustainable, organic or biodynamic.
- G. Many cocktails at Essensia Lounge are made with natural fruit juices, organic garden herbs and organic or eco-conscious spirits.
- H. We are members of the Slow Food Miami, a non-profit, 100% volunteer organization that supports our local community from the ground up – from the Edible School & Community Gardens planted to encourage the enjoyment of foods that are local, seasonal and sustainably grown; to the local growers and artisan food makers that are supported for their use of sustainable methods. All proceeds from events and donor contributions support local school and community gardens. In 2011 and again in 2016, Essensia was awarded the Snail of Approval which highlights those producers, purveyors and artisans who contribute to the Quality, Authenticity and Sustainability of the food we eat and the beverages we drink in Miami.

### **Textiles & Care**

- A. Our Linen company – Spotmaster Linen “R” Us - recycle and conserve water and energy by using final rinse water as pre-rinse water for subsequent cycles in



washing machines and steam traps. They are Green Friendly Cleaners Certified and a member of the Green Cleaners Council.

<http://www.spotmasterlinensrus.com/>

- B. The Dry-cleaning clothes protectors are made of biodegradable material.
- C. Front desk and Concierge uniforms are made from a combination of recycled and organic fibers.

### **Training**

- A. New team member orientation trains on being environmentally friendly and green which is one of our Core Values. One month of the year is dedicated to being Environmentally Friendly.
- B. The hotel's annual Management Performance Appraisal & Development Plan includes Green Compliance/ Initiative as one of the performance factors/criteria.
- C. The hotel's Hourly Team Member Performance & Development Appraisal includes rating on adherence to Hotel Values such as environmental friendliness.

#### **FUTURE** initiatives

1. Green and environmental behavior will be part of each team member's job description.
2. Team members will be taken on tours of Waste Management recycling plant and landfill compostable plant.

### **Water**

- A. Ultra Pure bottled water in meeting rooms comes in a bottle made of 100% recycled plastic and is 100% filtered Florida Spring Water.
- B. Other bottled water used is Evian which bottles, sells and distributes its water with the environment in mind. [http://www.evian.com/#/en\\_US/48-doing-our-part](http://www.evian.com/#/en_US/48-doing-our-part).
- C. Bottled water served in the restaurant comes in glass bottles. The only plastic water bottles sold on-site are Evian bottles in the rooms – glass bottles cannot be taken to the pool.