

COMMERCIAL GREEN TEAMS

FACT SHEET

WHAT IS A GREEN TEAM?

A green team is a collection of individuals that take responsibility for the environmental efforts of a business, institution, or organization.

WHAT DO GREEN TEAMS DO?

Green teams act as a committee to create, implement, and/or continue initiatives related to sustainability. For the commercial sector, green team initiatives can include:

- Setting up a recycling program
- Monitoring recycling bins to check for contamination (i.e., the presence of garbage)
- Monitoring garbage bins for the presence of recyclables
- Encouraging staff to recycle or reduce wasted energy around the building
- Sending out reminders/updates to coworkers
- Collecting/dumping recyclables at the end of the day
- Working with facilities and management staff to identify needs and make improvements to programs

WHO SHOULD BE INCLUDED IN THE GREEN TEAM?



Green teams should, ideally, include a mix of individuals such as:

- facility/custodial staff
- administrators
- managers
- owners
- tenants
- employees

The goal is to include employees from multiple levels and departments to gain insight into all areas of the waste stream. This allows for continuous monitoring and helps to quickly implement a waste reduction program such as recycling.

HOW TO FORM A GREEN TEAM

The first step is to find colleagues at your workplace who want to help you initiate the green team. Be sure to promote the team by sending out invites, posting on bulletin boards, and simply talking to coworkers. Set a meeting for anyone interested to attend.

- Once you have your team assembled, define your goals and agenda to present and insure that the management team supports your efforts. Be sure to discuss details such as volunteer or paid time for members, management roles, budgets, and an initial timeline.
- Next, find baseline numbers to begin tracking the progress of your initiative. If you are setting up a recycling program, you will need to [perform a waste audit](#) to discover your initial waste diversion rate.
- Once you have assembled your team, gained support from upper management, and recorded baseline research, you are ready to develop and enact a specific action plan to help achieve your goals.
- Continuing your green team is important to the success of any sustainability initiative. Be sure to continually recruit members, hold regular meetings, and share the progress of your team with the entire company.

LINKS & RESOURCES

- **Recycling at Work DIY Simple Workplace Waste Audit**
<http://recyclingatwork.org/Downloads/DIY Simple Workplace Waste Audit.pdf>