

 Green Mark	Hotels	No. 106
		Category No. G-01
1. Scope This standard is applicable to all accommodation service providers and facilities (“hotels”) with valid government-issued tourist hotel business licenses, hotel licenses, or bed and breakfast licenses (including guest houses owned by government agencies).		
2. Levels of Green Mark Hotels Green Mark certified hotels are divided into the following levels: (1) Gold-level: Meet requirements of all mandatory criteria in 3.1 and all optional criteria in 3.2; (2) Silver-level: Meet all mandatory criteria in 3.1, and at least one requirement in each optional sub-criterion listed in 3.2, and meet at least 50% of all requirements in 3.2; (3) Bronze-level: Meet all mandatory criteria in 3.1.		
3. Site Characteristics and Specific Requirements Evidence shall be provided for specific requirements relevant to an applicant’s hotel. No verification is required if related facilities are not present on site.		
3.1 Mandatory Criteria 3.1.1 The hotel’s environmental management shall meet the following requirements: (1) Establish annual baseline data and management activities for energy and water consumption, disposable product consumption and waste management; (2) Have environmental protection education and training plan in place and maintain relevant records; (3) Implement relevant office environmental measures in office area; (4) Actively maintain tidiness around the perimeter of the facilities; (5) The hotel’s restaurant uses no food ingredients sourced from endangered species.		
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3.1.2 The hotel's energy conservation measures shall meet the following requirements:

- (1) Conduct annual maintenance and adjustment of heating/ventilation/air conditioning (HVAC) system;
- (2) Install on-off sensor or timing device for the ventilation system of underground or basement parking area;
- (3) Reduce use of elevator or escalator during low-usage time;
- (4) Install heat recovery or thermal insulation equipment at large air conditioning system, hot water boiler system or heated swimming pool;
- (5) Ensure existence of measures or devices for maintaining light off in un-occupied areas;
- (6) Install optical sensors or on-off timers for outdoor lighting.

3.1.3 The hotel's water conservation measures shall meet the following requirements:

- (1) Conduct semi-annual maintenance and adjustment for water-using equipment (including piping, storage tanks and cooling towers);
- (2) Place placard or use other means to let guests know that they have the option of replacing the towers/sheets daily or multiple-day;
- (3) Post placard or adopt other means in the guest rooms/bathrooms to encourage electricity and water conservation.

3.1.4 The hotels' green purchasing activities shall meet the following requirements:

For office products/supplies, consumerables or spare parts/products, and cleaning products/supplies, environmental friendly products (including products with Green Mark, Type-II product certificate, Energy Label, Water-saving Label, Green Building Material Label, Product Carbon Footprint Label, Product Carbon Footprint Reduction Label, and Class I or Class II Energy Efficiency Label) shall be purchased preferentially.

3.1.5 The hotel's reduction of disposal product use and waste reduction measures shall meet the following requirements:

- (1) Do not offer disposable toiletry products (including shampoo, conditioner, soap, tooth brush, toothpaste, shaver, or shower cap in one-time use small packaging); or have incentives or measures in place to encourage guests to reduce use of disposable products;

- (2) Do not offer disposable tableware (including one-time use Styrofoam, plastic or paper cups, plates, and bowls, and disposal chopsticks, forks, and spoons);
- (3) Have measures in place to inform guests of the environmental impacts of disposable products;
- (4) If applicable, do not use disposal table cloth in the restaurant.

3.1.6 The hotel's toxic/hazardous substance management shall meet the following requirements:

- (1) Relevant facilities or procedures are in place to recycle waste batteries and lamps; the collected waste batteries/lamps shall be delivered to the municipal waste management department, or recyclers and processors of waste batteries or lamps; and evidence shall be collected for such recycling activities;
- (2) The use of environmental, sanitary or pest control chemicals shall comply with local environmental regulations;
- (3) Waste separation and resource recycling measures shall be implemented at public and office areas;
- (4) Kitchen/food waste shall be collected and recycled/reused;
- (5) No purchasing of excessively-packaged food ingredients and consumable products to reduce packaging waste;
- (6) The restaurant shall be equipped with tableware cleaning equipment meeting the requirements of health/sanitation competent authority.

3.2 Optional Criteria

3.2.1 The hotel's environmental management shall meet the following requirements:

- (1) The measured concentrations of indoor carbon dioxide and fungi within the premises shall meet the requirements of the *Indoor Air Quality Standard*, and their values shall be measured periodically every year; measures to maintain such indoor air quality shall also be in place and implemented;
- (2) Environmental policy and environmental management program or action plan shall be in place;

(3) Participate in community activities or programs benefiting community residents;

(4) Have improvement mechanism in place to gather and review guests' comments;

(5) Preferentially adopt local or organic produce or food ingredients in the restaurant.

3.2.2 The hotel's energy conservation measures shall meet the following requirements:

(1) Reset the thermostat to default temperature setting after the guests have left the room;

(2) Over half of the indoor light fixtures shall use energy conserving lamps;

(3) Over half of all exit signs or emergency directional signs shall use energy conserving lamps;

(4) The power on-off switch and the room key card for the guest room shall work together; or have measures in place to switch off power after the guests have left the room;

(5) Provide means to encourage guests not to drive to the hotel, such as providing shuttle service to the hotel;

(6) The restaurant's frozen/refrigerated food storage room shall be equipped with plastic or air curtain.

3.2.3 The hotel's water conservation measures shall meet the following requirements:

(1) Over half of all faucets and showerheads shall meet the water-saving equipment criteria;

(2) Over half of all toilets shall be Green Mark, Water-Saving Mark products or with water saving device installed;

(3) The overflow/bath water from the swimming pool, public bath, whirlpool or spa areas shall be collected separately from other waste water (such as kitchen or bathroom shower water), and be reused for other purposes after primary treatment (such as filtering out hairs and suspended solids).

3.2.4 The hotels' green purchasing activities shall meet the following requirements:

(1) The green product ratio in at least five green product categories (including products with Green Mark, Type-II product certificate, Energy Label, Water-saving Label, Green Building Material Label, Product Carbon Footprint Label, Product Carbon Footprint Reduction Label, and Class I or Class II Energy Efficiency Label) shall be at least 50%;

(2) The hotel's stores shall provide green products (including products with Green Mark, Type-II product certificate, Energy Label, Water-saving Label, Green Building Material Label, Product Carbon Footprint Label, Product Carbon Footprint Reduction Label, and Class I or Class II Energy Efficiency Label) for sale.

3.2.5 The hotel's resource conservation, reduction of disposal product use and waste reduction measures shall meet the following requirements:

- (1) The restaurant shall provide reusable napkins or towels to the guests;
- (2) Do not offer disposable tableware (including one-time use Styrofoam, plastic or paper cups, plates, and bowls, and disposal chopsticks, forks, and spoons) for takeout food.

3.2.6 The hotel's pollution control measures shall meet the following requirements:

- (1) If applicable, halogenated solvents shall not be used in the dry cleaning equipment;
- (2) For water-cooled air conditioning system, cooling water shall be checked annually for presence of *Legionella pneumophila*;
- (3) Oil separation/retention device shall be in place and properly operated to treat wastewater from kitchen or restaurant;
- (4) The restaurant or kitchen's ventilation hoods shall be equipped with oil mist and odor treatment device which are operated properly.

4. Labeling

Based on the achieved level, the hotel can be labeled as "Gold-Level Green Mark Hotel", "Silver-Level Green Mark Hotel", or "Bronze-Level Green Mark Hotel", and the Green Mark Certificate shall be placed at a prominent place of the hotel counter for public recognition.

Revision History:

First revision: August 14, 2012

Second revision: June 23, 2016