

Green Stamp Accreditation for Tyre Dealers



What is the Green Stamp Program?

The Green Stamp Program is an environmental initiative developed for the automotive industry by the various Motor Trade Associations, including the VACC/TACC. The Australian Government Department of Environment and Heritage (now known as the Department of Sustainability, Environment, Water, Population and Communities) contributed initial funding for the program. The program assists small to medium businesses in the automotive trades to incorporate processes and practices that allows them to dispose of their wastes in an environmentally sensitive manner. It also aims to assist businesses in the industry to become resource efficient and more environmentally sustainable.

The program has identified and focused on several key areas considered essential in reducing the environmental impact of the automotive industry. These areas include:

- Storage practices associated with chemicals and other hazardous substances
- Pre-treatment of wastewater from the workshop prior to approved disposal
- Spill management to prevent pollution of ground and stormwater systems
- Correct disposal of waste products
- Air quality management
- Energy and resource conservation
- The development and implementation of environmental management plans.

The Green Stamp Accreditation

The VACC has been working closely with State and Territory Motor Trade Associations and has consulted with the Department of Sustainability, Environment, Water, Population and Communities to develop an environmental accreditation for the automotive trades. The Green Stamp Accreditation encourages automotive businesses to comply with environmental laws and more importantly, rewarding those who have gone beyond their legal requirements.

Why should my business be environmentally accredited?

An increasing concern for the environment by business owners and consumers in recent years has seen a general shift in attitude and practice in the automotive repair industry. A growing number of businesses are operating their processes or managing particular wastes to a standard never previously achieved in Australia.

Despite these achievements, the industry is still often perceived as being significant polluters due to the obvious environmental impact many traditional practices continue to have. One of the Green Stamp objectives is to start changing that belief by showing consumers and stakeholders that many workshops are including environmental considerations in their operations.

The Green Stamp Accreditation is a marketing tool for automotive businesses to prove to their customers their commitment to good environmental management. It aims to educate the consumer and appeal to their environmental conscience, encouraging them to utilise the services of a Green Stamp Accredited business.

Accreditation Overview

The Green Stamp program is designed to provide recognition to businesses, whose level of environmental awareness has motivated them to operate beyond mere 'legislative requirements' with government basic regulations / requirements.

Therefore, before any further environmental initiatives can be recognised for assessment to enable "Accreditation" into the Green Stamp program, the business must comply with local and state authority requirements. This is identified as "Level One" for Green Stamp Accreditation purposes. Levels 2 and 3 accreditation identify which level of environmental improvement steps a business has taken over and above their legal obligations. Only attainment of levels 2 and 3 entitle a business to be "Green Stamp Accredited" and display the appropriate accreditation material.

LEVEL 1 – Legislative Requirements

Level 1 is a pre-requisite for Green Stamp accreditation, confirming the business holds all relevant permits and licences, and is operating in a manner that meets all legislative requirements. Achieving Level 1 legislative requirements simply allows your business to be eligible for assessment for Level 2 and Level 3 Green Stamp accreditation.

LEVEL 2 – Voluntary Initiatives

Businesses must achieve the Level 1 requirements plus demonstrate that they have moved beyond legislative requirements to incorporate a minimum number of sound environmental management practices into their daily operations. This could include the recycling of particular wastes, the use of less toxic chemicals, inclusion of more efficient systems that minimise resource use or the installation of energy saving devices.

LEVEL 3 – Continual Improvement

This is the top level of accreditation. It is based on the principle of continual improvement, and requires businesses to develop and implement an environmental management plan to help monitor and review their current practices and set objectives or targets for further improvement.

Need more help?

The Green Stamp Program offers a range of resources and services to assist small to medium automotive businesses to not only check their level of legal compliance, but to also identify and improve their eligibility for the Green Stamp Accreditation. In this regard, businesses that may currently not satisfy the requirements of the Green Stamp Accreditation can utilise the following services to assist them to do so:

- **Environmental Assessments**
Assessments can be conducted on your business to identify any current environmental impacts and provide practical solutions and follow-up support
- **Environmental Guidelines**
Industry specific environmental guidelines identify environmental issues relevant to the motor trades, and suggest practical solutions to assist you in reducing your environmental impact. These guidelines can be accessed on the Green Stamp website or you can contact MTA (NT) for a copy.
- **Environmental Products and Services Guide**
The NT Environment Protection Authority provides a guide as to 'Listed Waste Handlers'. This can be found by following the link below or by visiting the NT Environment Protection Authority Website.
<http://www.ntepa.nt.gov.au/waste-pollution/approvals-licences/ep-licences>

Becoming Green Stamp Accredited

Becoming Green Stamp Accredited is a simple 4 step process.

- Step 1** Use the criteria to undertake a self-assessment of your business. This will give you an indication of whether or not you are able to meeting an accreditation level.
- Step 2** Complete the application form, declaration and payment details; and return to:
- MTA (NT), PO Box 37338, Winnellie, NT, 0821
- Step 3** Upon receiving your application and payment, an assessor from MTA (NT) will arrange to visit your site. An environmental assessment will be undertaken assessing the environmental issues associated with your business and how these are managed.
- Step 4** Upon completion of the environmental assessment, your business will be rewarded with a promotional pack and certificate if an accreditation level is reached. This allows your business to promote your business as Green Stamp accredited.

Cost of Accreditation

| | Initial application/assessment | Reaccreditation assessment |
|------------------|--------------------------------|----------------------------|
| MTA (NT) Members | \$425 | \$190 |
| Non Members | \$765 | \$330 |

**Prices are inclusive of GST*

Green Stamp Accreditation

MTA (NT), PO Box 37338, Winnellie, NT, 0821
projects@mtant.com.au

Application Form

Trading name

MTA (NT) Member Number

Phone

Email

Fax

Street address

Suburb

Postcode

Full name(s) of proprietor(s)

Mr Mrs Ms

Surname

First name

Mr Mrs Ms

Surname

First name

Contact person (if different from proprietor)

Mr Mrs Ms

Surname

First name

Position

Level of Accreditation being applied for:

Level 1

Level 2

Level 3

If a business fails to meet the accreditation criteria and chooses to retract their application after their environmental assessment, the business will forgo their initial application fee. Businesses are therefore encouraged to carefully ensure compliance before confirming the date of the Green Stamp environmental assessment. Additional compliance assistance is available to members at no cost by contacting MTA (NT).

Payment Details

Cheque

To: Motor Trades Association (NT) Inc

EFT to MTA (NT)

ANZ BSB: 015901

Account No: 413559814

Reference: Green Stamp Accreditation

Green Stamp Declaration

I/WE

hereby make an application to become accredited under the National Green Stamp Accreditation program and solemnly declare that MY/OUR business complies with the criteria for participation of the accreditation program.

I/WE have read and understood the criteria requirements of the accreditation and I/WE willingly agree to the inspection of MY/OUR premises, equipment, and processes by a duly authorised MTA (NT) staff at any time during normal working hours for the purposes of the accreditation.

I/WE understand that the accreditation, including the use of Green Stamp logos, is not transferable between sites, and becomes void if the accredited business is sold or ceases to operate.

If at any time I/WE fail to meet the required standards of the accreditation, MTA (NT) reserves the right to withdraw the accreditation (or associated levels of accreditation) as deemed necessary.

I/WE agree that in the event of MY/OUR ceasing to qualify for accreditation I/WE will immediately notify MTA (NT) in writing of this fact and remove from display all promotional materials relation to the Green Stamp Accreditation Program.

Signed

Date

 / /

Level 1 – Legislative requirements

Every business must comply with Level 1 criteria to meet the basic environmental standard. Level 1 does not grant your business Accreditation. Level 2 or Level 3 must be achieved to receive Accreditation.

| Assessment | | | Criteria | Additional information |
|-----------------------------------|----|-----|--|---|
| Environmental Management | | | | |
| YES | NO | N/A | Management and staff are aware of environmental responsibilities | The assessor will need to see a signed checklist or proof of attendance to staff meetings relating to responsibilities |
| YES | NO | N/A | Safety Data Sheets (SDS) are held on site for all hazardous chemicals | SDS must be viewed by the assessor. SDS provide information on chemicals and are available from your suppliers |
| Resource Efficiency | | | | |
| YES | NO | N/A | Compliance with water restrictions as required by State / Territory water authorities | Depending on the area and current water restrictions, businesses that wash vehicles may require evidence of a permanent water saving plan or permit from the local water authority to allow car washing on site (Applicable to VIC, NSW, SA and QLD businesses) |
| Preventing Water Pollution | | | | |
| YES | NO | N/A | Stormwater drains are clear of liquid containments and litter | Stormwater drains around the workshop will be checked for any rubbish or liquid contaminants entering the stormwater system |
| YES | NO | N/A | All repair and servicing work is conducted inside the workshop | The assessor will need to view the workshop area and check that there is no evidence of servicing being undertaken outside this area |
| YES | NO | N/A | An adequate number of spill kits are available and easily accessible | The assessor will check the position and contents of the spill kit, which at minimum must contain: Absorbant pads or granules Containment booms Broom and dustpan |
| YES | NO | N/A | Large quantities (>250L) of hazardous liquids are stored in a bunded area | The assessor will check that all potential contaminants are stored in this manner Oil Coolant Parts washer fluid Fuel |
| YES | NO | N/A | All hazardous chemicals/substances are stored on sealed ground or undercover as required by State/Territory legislation | The assessor will check to ensure all chemicals are stored in an undercover area with sealed ground such as a dedicated chemical storage room |
| YES | NO | N/A | Parts containing liquid are stored in a bunded and undercover area | Liquid waste drums Radiators Batteries Used oil filters |
| YES | NO | N/A | Contaminated water from dipping tanks is picked up by contractors for appropriate disposal, or disposed of via a filtering system or on a grassed area | The assessor will need to see copies of receipts if kept in hard copy, and / or view the filtering system. |
| YES | NO | N/A | The used tyre storage area is adequately bunded or contained so that in the event of a fire, no contaminated fire water is allowed to escape beyond the property boundaries. E.g. sloped floors | Assessor will check the tyre storage area and assess the risk of contaminated fire water entering the stormwater drains |

| Preventing Air Pollution | | | | |
|----------------------------|----|-----|--|---|
| YES | NO | N/A | If air conditioning work is conducted, involving approved refrigerants, an ARCTick licence is held by the business and relevant technicians | Assessor will need details of the businesses Refrigerant Trading Authorisation and relevant technicians' Refrigerant Handling Licences Authorisation no: Licence no: |
| YES | NO | N/A | Any refrigerants reclaimed are removed for appropriate disposal | Businesses will be asked to provide documentation to verify that they are capturing refrigerants for appropriate disposal |
| Preventing Noise Pollution | | | | |
| YES | NO | N/A | Noisy activity is restricted, as required by State/Territory legislation | |
| Managing Wastewater | | | | |
| YES | NO | N/A | Wastewater is collected and removed for disposal by a licenced contractor or disposed of through an oil water separator and sludge is pumped out regularly | The assessor will need to see waste removal receipts for the disposal of wastewater; or if using an oil water separator, receipts for sludge removal |
| YES | NO | N/A | If an oil water separator is used, a Trade Waste Agreement is held with the local water authority to discharge wastewater to the sewer if required by State/Territory requirements | Copy of agreement is required to be sighted by the assessor |
| Managing Wastes | | | | |
| YES | NO | N/A | Prescribed Industrial Wastes are removed by EPA licenced contractors, or managed for recycling, reuse or approved disposal. | The assessor will need to see copies of the receipts if kept in hard copy Waste oil/lubricants Oil filters Coolant Acids/Alkalis Oily rags/absorbents Parts washer fluid Triple interceptor sludge |
| YES | NO | N/A | EPA Waste Transport Certificates are filled out and kept for at least 24 months if required by State/Territory legislation | The assessor will need to see copies of the Waste Transport Certificates if required by State/Territory legislation |
| YES | NO | N/A | Tyres are sent off site to a tyre plant/recycler | Company - |
| YES | NO | N/A | Stockpiles of used tyres are segregated to a maximum area of 10 x 10 metres | The assessor will check that all tyres are stored in this manner. |
| YES | NO | N/A | Batteries are sent off site to a battery plant/recycler | Company - |

Level 2 – Voluntary initiatives

Level 2- Voluntary Initiatives can only be achieved once all relevant criteria are met in Level 1. The Environmental Management criteria plus and additional eleven (11) criteria must be met to receive Green Stamp Accreditation. Other initiatives that are not listed may be included at the assessor's discretion.

| Assessment | | | Criteria | Additional information |
|-----------------------------------|----|-----|--|--|
| Environmental Management | | | | |
| YES | NO | N/A | COMPULSORY CRITERIA The business has an Environmental Management Plan (EMP) in place | The EMP addresses the business' action plan for environmental management. The assessor will need to see the management plan. A simple step by step guide to creating a management plan can be sent out by post, fax or email by contacting MTA (NT). |
| YES | NO | N/A | COMPULSORY CRITERIA The business has and displays an environmental policy | The assessor will need to see the policy on display in the workshop and service counter |
| Resource Efficiency | | | | |
| YES | NO | N/A | Lights are switched off after hours or when not required | |
| YES | NO | N/A | The compressor is turned off after hours | |
| YES | NO | N/A | Computers are switched off after hours | |
| YES | NO | N/A | Skylights or other natural lighting is used to reduce the need for artificial lighting | Using natural lighting instead of artificial lighting during the day can significantly reduce your power bill |
| YES | NO | N/A | Energy efficiency lighting is installed | Energy efficient globes such as LEDs reduce energy consumption Type of globe used |
| YES | NO | N/A | Energy efficiency equipment is used | Equipment with high energy ratings can be used to reduce energy consumption. The assessor will need to see the type of equipment (i.e. fridge, freezer, TVs, dishwasher, washing machine etc.) |
| YES | NO | N/A | Recycled paper or paper from a sustainable resource is used | The assessor will need to see the type of recycled paper used Brand - |
| Preventing Water Pollution | | | | |
| YES | NO | N/A | All External openings of the workshop are bunded or the floor is sloped inwards | The assessor will need to see the type of bunding in place. Bunding the external openings or sloping the floor inwards prevents liquids from leaving the workshop |
| YES | NO | N/A | Staff are trained on spill management and spill instructions are easily accessible. These instructions should be clearly visible to all staff, and should be prominently displayed in areas where there is the greatest risk of large spills occurring (e.g. near bulk storage containers or chemical storage areas) | The assessor must see the spill instructions. For information on spill management, contact MTA (NT) or obtain instructions from your spill kit provider |
| YES | NO | N/A | Stormwater drains are clearly marked to discourage inappropriate disposal into drains | The assessor will check stormwater drains for appropriate markings. Drains can be marked using painted slogans such as 'only rain does down this drain'. Stencils can be provided by Council or Water Authorities |

| Preventing Air Pollution | | | | |
|----------------------------|----|-----|---|---|
| YES | NO | N/A | A non-solvent (water/steam, biological) based parts washer is used | The assessor will need to see the parts washer in place and note the details of the system type and distributor |
| Preventing Noise Pollution | | | | |
| YES | NO | N/A | Equipment is serviced and maintained to reduce noise | Service logs and documents for the equipment (e.g. air compressor) will need to be sited by the assessor |
| Managing Wastewater | | | | |
| YES | NO | N/A | If a separator is used to manage wastewater, it is serviced regularly and a log is kept of services | Service log must be viewed by assessor. Receipts of services can be kept as a log. Logs demonstrate responsible maintenance |
| YES | NO | N/A | Quickbreak, biodegradable degreaser is used | The assessor will need to see the degreaser used and the SDS for the product |
| YES | NO | N/A | Phosphate free, biodegradable detergent is used | The assessor will need to see the detergent used and the SDS for the product |
| Managing Wastes | | | | |
| YES | NO | N/A | Solid wastes are separated and removed for reuse, recycling or appropriate disposal | The assessor will need to see receipts for: Scrap metal Steel drums Plastic components Glass Cardboard/waste paper |
| YES | NO | N/A | Waste containers are clearly labelled | To help with waste separation, clearly label bins |

Level 3 – Voluntary Initiatives

Level 3 – Voluntary Initiatives can only be achieved once Level 2 is achieved. The business must show that they are constantly striving to decrease its environmental impact. To achieve Level 3, the business must implement the environmental management criteria and meet four (4) other criteria listed.

| Assessment | | | Criteria | Additional information |
|---------------------------------|----|-----|--|--|
| Environmental Management | | | | |
| YES | NO | N/A | COMPULSORY CRITERIA The business' Environmental Management Plan (EMP) is being implemented. The EMP is updated to ensure continuous improvement | Copy of EMP required. An EMP provides a business with goals and actions and an action plan for environmental management. Contact MTA (NT) for an EMP Guide |
| Resource Efficiency | | | | |
| YES | NO | N/A | An energy audit of the business has been conducted to identify areas of excessive energy use and where it could be reduced | A number of independent companies can undertake these audits. The assessor will need to see the energy audit report and any initiatives introduced as a result |
| YES | NO | N/A | The business' electricity is supplied from Green Power. Many electricity companies offer the option of obtaining electricity from renewable production sources | The assessor will need to view an electricity bill stating the company that provides the business' Green Power Company |
| YES | NO | N/A | Water use reductions measures are used | There are many options available for reducing water consumption. For example: Dual flush toilets Flow restrictors on taps Pressure washer used Waterless urinal system (e.g. Desert Cubes) |
| YES | NO | N/A | Petrol is collected and recycled. Unused petrol tanks are collected and stored appropriately and re-used or removed for recycling | The assessor will need to see the system in place |
| YES | NO | N/A | The business has measured its carbon footprint to determine ways to minimise its environmental impact | Several independent companies offer this service. The assessor will need to see the report issued and any initiatives introduced as a result |
| YES | NO | N/A | Grey water from car wash bays or other processes is recycled on site | The recycling and treatment system will need to be viewed by the assessor |
| YES | NO | N/A | Rain water tanks have been installed to reduce mains water used on site. | The assessor will need to see the rainwater tanks and how the water is used. Rainwater may be used for vehicle washing or connected to bathroom pipes |
| YES | NO | N/A | The Business offsets its carbon emissions | E.g. Vehicles, Flights |

Other Initiatives (to be determined by the assessor)

| | | | | |
|-----|----|-----|------------|--|
| YES | NO | N/A | Initiative | |
| YES | NO | N/A | Initiative | |
| YES | NO | N/A | Initiative | |
| YES | NO | N/A | Initiative | |
| YES | NO | N/A | Initiative | |
| YES | NO | N/A | Initiative | |



Achieving Green Stamp Accreditation is a great way to show your customers that your business cares about the environment and strives to act in an environmentally responsible way.

Disclaimer

Although every possible effort has been made, neither the Green Stamp Program, nor MTA (NT) nor any affiliated parties accept responsibility for the accuracy of the information or the environmental integrity of the companies herein.

