

SUBMISSION TEMPLATE

ECO-2 GROUNDS-KEEPING PRACTICES

1. Landscape Management Plan		YES	NO
A.	Has a landscape management plan been implemented during the performance period?		

2. Site Maintenance – Landscape Management Plan		
Attachments: a. Attach a copy of the Landscape Management Plan AND b. Complete checklist provided below c. Attach a log for each item implemented and maintained during the performance period. OR d. Provide signed off implementation by qualified professional and Facilities Manager		
Item	Document Title	Description

Submission Checklist – Landscape Management Plan

Landscape Management Plan		Included in Plan	Page number
Purpose			
Scope			
Goals and Plan Rules			
Performance Metrics			
Procedures and Strategies			
Plant stewardship			
	Plant Maintenance		
	Plant Health		
	Plant Replacement		
	Pest management		
Invasive Species Management			
	Invasive Species List		
	Invasive Species Management		
Landscape Waste Management			
	Healthy plant material management		
	Diseased plant disposal		
Soil Management			
	Fertilizers		
	Erosion and compaction		
Irrigation and water use			
	Irrigation timing and schedule		
	Irrigation water source		

Quality Assurance Control Process			
	Recording and reporting mechanisms		
	Procedures for Non-compliance		
Responsibilities and Accountability			
Time Period			

3. Hard Surfaces and Building Exterior Management Plan		YES	NO
A.	Has a hard surfaces and exterior building management plan been implemented during the performance period?		

4. Site Maintenance – Hard Surfaces and Building Exterior Management Plan		
Attachments: a. Attach a copy of the Hard Surfaces and Building Exterior Management Plan AND b. Complete checklists provided below c. Attach a log for each item implemented and maintained during the performance period. OR Provide signed off implementation by responsible contractor and Facilities Manager		
Item	Document Title	Description

Submission Checklist – Hard Surfaces and Building Exterior Management Plan

Hard Surfaces and Building Exterior Management Plan		Included in Plan	Page number
Purpose			
Scope			
Goals and Plan Rules			
Performance Metrics			
Procedures and Strategies			
Hardscape Maintenance and Management			
	General Hardscape Maintenance		
	Material Functionality and Extended Use		
	Outdoor cleaning methods and chemicals		
	Maintenance of high reflective materials		
	Site Safety		
Landscape Maintenance Equipment			
	Equipment Maintenance		
	Low/zero-emissions and low-noise equipment		

Energy and Water Consumption			
	Energy Efficient Outdoor Fixtures and Equipment		
	Potable Water Use Minimisation		
Quality Assurance Control Process			
	Recording/Reporting mechanisms		
	Procedures for Non-compliance		
Responsibilities and Accountability			
Time Period			

5. Integrated Pest Management Plan		YES	NO
A.	Has an integrated pest management plan been implemented during the performance period?		

6. Site Maintenance – Integrated Pest Management Plan

Attachments:

- a. Attach a copy of the **Integrated Post Management Plan**
AND
- b. Complete checklists provided below
- c. Attach a **log** for each item implemented and maintained during the performance period.
OR
- d. Provide signed off implementation by responsible Pest Management Contractor and Facilities Manager

Item	Document Title	Description

Submission Checklist – Integrated Pest Management Plan

Integrated Pest Management Plan		Included in Plan	Page number
Purpose			
Scope			
Goals and Plan Rules			
Performance Metrics			
Procedures and Strategies			
IPM Programme			
	Action Thresholds		
	Monitoring and Identification of Pests		
	Prevention of Infestation		
	Pest Control		
	Least-Toxic Pesticides		
Building Occupant and User Communication Strategy	Strategy		
	Universal Notification		
	Emergency Conditions		
Quality Assurance Control Process			
	Documentation: inspection, monitoring, prevention, control		
	Recording/Reporting mechanisms		
	Procedures for Non-compliance		
Responsibilities and Accountability			
Time Period			

Statement of Authenticity

I, _____, hereby declare that the values/information listed in this submission template are indeed the true values of the applicant building, and additionally, that evidence either proving or rationalising said values can be supplied within 14 days of notification by either GBCSA, or any GBCSA approved third party.

DATE: _____

NAME: _____

SIGNATURE: _____