



## Responsible Tourism Initiatives List

**Property / Business:** Jet Park Hotel

**Assessment Date:** April 2011

Use this form to list all of your responsible Tourism initiatives that you currently have in place in your business. Please note that the assessor will be asking to see evidence of these initiatives.

	ENERGY	How? (Explanation on how the initiative is implemented, and to what extent)	Sighted by assessor
1	Efficient, well organised maintenance programme to look after equipment.	Appointment of Property & Asset Manager to ensure optimal function of all equipment, appliances, building, and systems etc. <a href="#">New Service Contracts set up for major equipment.</a>	
2	Air-con is set to standard temperature to decrease unnecessary power use "starting up and shutting down".	All units in offices, public areas and rooms set to 20- 22 degrees. Maintenance team regularly clean filters, and service these to keep optimal function.	
3	Air-con is switched off in guest rooms when not in use.	Housekeepers (linen stripper) responsibility when guest vacates room.	
4	Inverter Technology Installed. Units in Cullinan, Server Room, Reception, Restaurant have energy efficient inverter technology.	Other Air-con units will be replaced with new ones with inverter technology. <a href="#">Offices now have this technology and Montgomery Wing will have 95 Units installed this year.</a>	
5	Eco-bulbs	Low-energy use eco-bulbs installed where possible. Approx 50-60% of hotel.	
6	Pro-Active New Building Design.	Low energy use lighting systems installed in New South Wing as assessed by Eco-bulb assessor. This was a pro-active building design feature when wing was opened in 2008.	
7	Room Access Swipe Cards	Lights in all guest rooms turn off when guest exits room because swipe card is used to turn lights on/off.	
8	Lighting outside is sensor controlled where possible.	Day/night sensors to control lights at Pool and shed.	
9	Security Lights are lower energy use sulphur lights.	These need to be on for security cameras.	
10	Reduced use of gas for heating as a result of flow restrictors.	<a href="#">Now installed across whole hotel showers and most basins (not possible in basins of one wing).</a>	
11	Reduced number of cars in fleet.	Sold Van and Maintenance 4WD vehicle (highest fuel users).	
12	Replaced 2 cars in fleet with more efficient vehicles.	Sales Team Vehicles- these are used for sales trips around Auckland and NZ. New vehicles are downgraded in engine size and better fuel economy.	
13	Vehicle Servicing and Maintenance	Vehicles serviced and maintained on regular schedules.	
14	Window 2-Glass Insulation System reduce heating/cooling energy use. All Overnighter Rooms and Deluxe Rooms in South Wing (facing to property boundary)	This is to reduce both noise pollution and will also have the benefit of improved insulation i.e. reducing heating/ cooling costs.	
15	<a href="#">Premier Room Refurbishment/ Lighting</a>	<a href="#">Lightbulbs and Fittings have been selected and installed specifically to ensure energy efficiency- footprint reduced from 140Watts/Room in lighting to 40Watts.</a>	

16	Additional Upgrades/ Lighting Changes for Energy Efficiency	<p><u>Corridors:</u> Govt. approved T5 Fluorescent Eco-Tubes have replaced all ceiling lights in old wing of hotel. Plans to change South &amp; Cullinan wing when replacement necessary.</p> <p><u>North &amp; South Wing Bedroom</u> T5 fluorescent bulbs 10-15W have replaced 150W Halogens in bedrooms and bathrooms.</p> <p><u>Conference Rooms:</u> Change underway to T5 bulbs.</p> <p><u>Led Halogens</u> (1<sup>st</sup> &amp; 2<sup>nd</sup> Floor artwork) test in progress to assess performance.</p> <p><u>Free-standing Lamps removed.</u></p>	
17	SOLAR PANELS	Installation of a solar panel farm on property that will provide energy for heating water for the entire North Wing, thereby reducing the amount of gas consumption. Project is ¾ completed- operational in 1 month.	
18	New Servers	Energy efficient new server system purchased that self-monitors power usage and uses only enough power as required for operation it is performing.	
19	Printers	New main Printer has better energy efficiency rating.	
	<b>WASTE</b>	<b>How? (Explanation on how the initiative is implemented, and to what extent)</b>	<b>Sighted by assessor</b>
1.	Recycle Glass	Glass is collected in multi-cycle bin and picked up by recycling company.	
2.	Recycle Plastic	Plastic is “ “.	
3.	Recycle Cardboard	Cardboard is “ “ in cardboard cage and “ “.	
4.	Recycle Aluminium and Tin	Aluminium and Tin is collected in multi-cycle bin and picked up by recycling company.	
5.	Recycle Paper	Office Paper is collected in office-cycle bin and picked up by recycling company.	
6.	Compostable Food Scraps Project	All food waste from kitchen and paper products from F&B are collected by recycling company- and used to make compost. This has reduced the size and number of collections for our general rubbish bin.	
7.	Double-sided printing	Settings on default double-side printing from offices to decrease papers use.	
8.	Re-use paper where non-confidential	Sales and Accounts office re-use scrap paper. HR re-uses envelopes for internal mail.	
9.	Suppliers: Enviro-Mark and Policy	Chaucer Press (where most of our printed stationery is sourced is working with enviro-friendly policies and now has enviro-mark.) Sourcing of local product and companies with enviro-friendly initiatives.	
10.	Soaps/ amenities: not into landfill.	Tatou-Tatou is a company that collects our left-over soaps etc. and reformulates them into new soap products.	
11.	Reduction of Individual Plastic Amenity Bottles.	Hand lotion, bath gel (many rooms), and hand soap are in dispensers reducing the number of throw-away amenity bottles.	
5	Newspaper Recycled	SPCA receives our newspapers for use in their boarding facilities.	
6	Biodegradable Bin Liners	Placed in guest rooms and other areas where bins are small enough.	
7	Jet Park Hotel Water Bottle is Biodegradable	We changed our water bottles from plastic to a biodegradable plant-based product.	

8	Power Tank for Cleaning Kitchen Grills etc. Reduction of harsh chemicals.	No-caustic, biodegradable cleaning tank for kitchen equipment that usually is most difficult to clean. Therefore stopped the need for caustic cleaners for hard cooking surfaces and equipment.	
9.	Printer Toner Cartridges	Ink-works and Cartridge Shop- both collect and refill all toner cartridges so they don't go in the bin.	
10	ECO Lab cleaning products	New supplier of cleaning products that offers a hotel-wide solution for all cleaning with systems and products that reduce wasteful chemical use, excessive water use, and that themselves have a environmental responsibility and rating.	
11	Eco- Friendly Park Spa Amenity Range	Biodegradable, NZ Made, Vegetable based, No Petrochemicals, Not tested on animals.	
12	Message on all emails reminding people to "consider environment before printing".	This message is automatically attached to every email message internally and externally thereby hopefully saving paper.	
13	Used oil from deep-fryer.	All Oil from kitchen deep-fryer is collected in a drum and picked up for recycling.	
14	Refurbishment: Reduced Potential Waste of Fittings/ Furniture from Refurbishment	Actual rubbish that went into "skip" from 48 Room refurbishment was reduced to 2 skips only. Sold & gave-away items such as: carpet, desks, TV units, curtains, head boards.	
15	Salt Pool	Have changed chlorination of pool from Chlorine to a Salt-based system.	
16	HAZ Collection/ IT Waste	Correct disposal of IT waste used to dispose of old computers etc.	
17	Fax to Email	Further reduction in paper- faxes are converted to email.	
18	Toner Usage Reduced from around 12 Toner Cartridges to around 2-3/month	Purchase of new double-side printer for highest use area (Reservations).	
	<b>WATER</b>	<b>How? (Explanation on how the initiative is implemented, and to what extent)</b>	<b>Sighted by assessor</b>
1	Sprinkler System	On timers	
2	Flow Restrictors installed in showers and basins.	On all South and Cullinan wing. This has reduced both gas and water usage. Also now installed in Montgomery Wing and flow restrictors onto most basins in building, including high use areas e.g. kitchen.	
3	Native Plants and mulching in Gardens	Reduced need to water most of the garden because natives are hardy and beds are mulched.	
4	Washing Machine Calibration/ Settings	Set for automatic load/weight/water ratios and detergent is dispensed automatically to reduce water and detergent use.	
5	New Dishwasher more Water Efficient	Have paid extra to purchase a new dishwasher that has lower water usage than other brand/models.	
	<b>CONSERVATION</b>	<b>How? (Explanation on how the initiative is implemented, and to what extent)</b>	<b>Sighted by assessor</b>
1	Planting of Natives in Grounds	The property when first purchased was just a grassy paddock. Efforts have been made to landscape the grounds with planting that is majority native species- flax, kowhai, manuka, puka, cabbage trees, etc. Thereby restoring a native aspect to the land and encouraging a haven for bird-life in a fast developing industrial area. Ongoing	
2	Guests Education in in-room Eco-publication and website <a href="http://www.jetpark.co.nz/About+Us/Enviro">http://www.jetpark.co.nz/About+Us/Enviro</a>	Mangere Mountain, Ambury Farm Park and Otutataua Stone Fields.	

	<a href="#">++Social+Initiatives.html</a> of local Historical and Ecologically special areas to walk in/visit.		
3.	Support for World Society for Protection of Animals.	"Compassionate Traveller" guide in all guest rooms which includes guest ability to donate to this cause.	
	<b>COMMUNITY</b>	<b>How? (Explanation on how the initiative is implemented, and to what extent)</b>	<b>Sighted by assessor</b>
1	Women's Refuge: Donation of curtains, linen, towels, clothing, and good second-hand glass-ware, crockery, clothing, furnitures.	We have a relationship with the South Auckland Family Refuge who coordinates safe-houses in South Auckland for women and children, including helping women set-up new homes. These goods help to furnish the safe houses as well as the homes women move into. <a href="#">Ongoing</a>	
2	Guest Opportunity to contribute fund-raising initiatives.	Buckets for Fundraising placed at reception and in restaurant during appeal weeks, and in-room envelopes.	
3	SPCA through various initiatives.	Donations, Free Conference Facilities at Jet Park Hotel, Good Conference Working relationship-promote their conference centre and book our guests there for large conferences, Newspapers donated for animal accommodation areas.	
4.	Gateway Learning Programme	Provide "Gateway" and other work experience placements for hospitality students. At least 5-8 placements per year.	
5.	IAL, NZMA, MSL and WINZ- Dept. of Work and Income.	Work closely with these educational and government agencies to provide employment opportunities in hospitality for local residents.	
6.	IAL Advisory Board Participation	See signed agreement with 2 local training providers.	
7.	Cancer Society	Daffodil Day donation.	
8.	HSI Advisory Board Participation	Provide industry feedback for development and review of hospitality related training programmes.	
9.	Culinary Competitions & Sponsorship	Provide sponsorship for prizes and enter our own staff into National Culinary Competitions.	
10	Red Cross/ Christchurch Appeal	Donation of \$5000 to Red Cross for Canterbury Earthquake	
11	SPCA/ Christchurch Earthquake	\$10000 Donation	
12	Make a Wish Foundation	Provision of Accommodation for recipients of Make a Wish	
13	Mangere Central School	Sponsorship for Child Safety Awareness Programme	
14	Waterlea Scool	Sponsorship of Prize at Annual Gala	
	<b>STAFF INVOLVEMENT</b>	<b>How? (Explanation on how the initiative is implemented, and to what extent)</b>	<b>Sighted by assessor</b>
1.	Mission Statement	Company mission statement included care for environment.	
2.	Job Descriptions	All job descriptions outline responsibility to engage in enviro-initiatives where they are role specific.	
3.	Orientation programme	Induction workshops provide information on company and enviro-initiatives.	
4.	Enviro-team	Headed by HR Department with heavy involvement from Property & Asset manager & Maintenance team.	
5.	Staff competitions/events	Include options and opportunities to be enviro-friendly.	