

ENVIRONMENTAL PERFORMANCE INDICATOR DEFINITIONS

Category: Material Procurement	1
Indicator: Recycled content.....	1
Category: Material Procurement	2
Indicator: Hazardous/Toxic Components.....	2
Category: Suppliers' Environmental Performance.....	3
Indicator: Various Indicators.....	3
Category: Material Use	4
Indicator: Materials Used.....	4
Category: Material Use	5
Indicator: Hazardous Materials Used.....	5
Category: Material Use	6
Indicator: Total Packaging Materials Used.....	6
Category: Water Use	7
Indicator: Total water Use.....	7
Category: Energy Use	8
Indicator: Total (Non-transportation) Energy Use	8
Carbon Dioxide Equivalents.....	9
Energy Combusted On-Site	9
Total Energy Use and Associated Greenhouse Gas Emissions	9
Calculating Total Energy Use and Emissions.....	9
Category: Energy Use	11
Indicator: Total Transportation Energy Use.....	11
Category: Land and Habitat	12
Indicator: Land and Habitat Conservation	12
Category: Land and Habitat	13
Indicator: Community Land Revitalization.....	13
Category: Air Emissions	14
Indicator: Total GHGs.....	14
Category: Air Emissions	15
Indicator: Volatile Organic Compounds (VOCs).....	15
Category: Air Emissions	16
Indicator: Nitrogen Oxide Compounds (NO _x)	16
Category: Air Emissions	17

Indicator: Sulfur oxide compounds (SO _x)	17
Category: Air Emissions	18
Indicator: Fine particulate matter (PM _{2.5}).....	18
Category: Air Emissions	19
Indicator: Coarse particulate matter (PM ₁₀).....	19
Category: Air Emissions	20
Indicator: Carbon monoxide (CO)	20
Category: Air Emissions	21
Indicator: Air toxics	21
Category: Air Emissions	22
Indicator: Odor	22
Category: Air Emissions	23
Indicator: Radiation.....	23
Category: Air Emissions	24
Indicator: Dust.....	24
Category: Discharges to Water.....	25
Indicator: BOD.....	25
Category: Discharges to Water.....	26
Indicator: Chemical oxygen demand (COD).....	26
Category: Discharges to Water.....	27
Indicator: Toxic Discharges to Water.....	27
Category: Discharges to Water.....	28
Indicator: Total Suspended Solids (TSS)	28
Category: Discharges to Water.....	29
Indicator: Nutrients	29
Category: Discharges to Water.....	30
Indicator: Sediment from Runoff	30
Category: Discharges to Water.....	31
Indicator: Pathogens	31
Category: Waste	32
Indicator: Non-Hazardous Waste	32
Category: Waste	33
Indicator: Hazardous Waste	33
Category: Noise.....	34
Indicator: Noise.....	34
Category: Vibration.....	35
Indicator: Vibration.....	35

Category: Products	36
Indicator: Expected Lifetime Energy Use	36
Category: Products	37
Indicator: Expected Lifetime Water Use.....	37
Category: Products	38
Indicator: Expected Lifetime Waste (to Air, Water, Land) from Product Use.....	38
Category: Products	39
Indicator: Waste to Air, Water, Land from Disposal or Recovery	39

CATEGORY: MATERIAL PROCUREMENT

INDICATOR: RECYCLED CONTENT

Recycled content refers to the amount of recycled material contained in a product. Recycled content may distinguish between pre-consumer and post-consumer materials – pre-consumer material is waste material that is generated from, and commonly reused within, an original manufacturing process while post-consumer material is a material that has served its intended use and has been diverted or recovered from waste destined for disposal, after having completed its life as a consumer item.

This indicator should measure only the *post-consumer* content of your materials. If, for example, you purchase 1000 pounds of a material with a 50% post-consumer recycled content, then you would report 500 pounds of post-consumer recycled material.

Goals and achievements may include either total recycled materials purchased or purchase of a specific type of material. If you choose to focus your goal or achievement on a specific material, you should list that material in your Performance Track Application. Please note that material procurement goals are normalized based on the relevant materials procured therefore your normalizing basis should be the total amount of material purchased for your selected goal.

EPA's strong preference is that manufacturing facilities not choose waste office paper reduction and procurement goals. EPA suggests that you first exhaust opportunities to reduce impacts associated with toxic releases, air and water emissions, and hazardous wastes. If there are no more opportunities in these areas, then EPA encourages you to look at upstream opportunities, such as reducing materials usage. Only after eliminating opportunities in these areas would EPA suggest that you consider an office paper goal.

Units: Post-consumer recycled content should be reported in pounds or tons. If a material is a liquid, convert it from gallons to tons or pounds, using the density of the liquid.

CATEGORY: MATERIAL PROCUREMENT

INDICATOR: HAZARDOUS/TOXIC COMPONENTS

Facilities may procure products that contain a toxic or hazardous constituent, even though the product is not classified as hazardous or toxic. For example, paper that has been bleached with chlorine contains residual chlorine. While chlorine is considered a hazardous substance, paper is not classified as a hazardous material. Your facility can reduce the chlorine content of paper you purchase by procuring paper that has not been chlorine-bleached. This type of achievement or goal should be reported with this indicator.

Goals and achievements may include either total or specific hazardous/toxic components. If you choose to focus your goal or achievement on a specific component, you should list the component in your Performance Track Application. Please note that material procurement goals are normalized based on the relevant materials procured therefore your normalizing basis should be the total amount of material purchased for your selected goal.

This indicator should measure only the hazardous/toxic component content of your materials. If, for example, your facility uses 10,000 pounds of ink containing 1% lead by weight, then you would report 100 pounds of lead.

Lists of hazardous chemical and materials to consider include:

- Toxics Release Inventory chemicals, including TRI chemicals identified as carcinogens by OSHA
- Persistent Organic Pollutants (POPs) identified by the Stockholm Convention on POPs
- Persistent Bioaccumulative and Toxic chemicals (PBTs) identified as Level 1 or Level 2 PBTs by the Binational Toxic Strategy of the US and Canada
- Materials considered hazardous under Hazardous Materials Regulations (Title 49 CFR Parts 100-185), managed by the Department of Transportation's Office of Hazardous Material Safety

Units: Hazardous/Toxic Components should be reported in pounds or tons. If a material is a liquid, convert it from gallons to tons or pounds, using the density of the liquid.

Make sure to distinguish whether you are reporting total or specific hazardous/toxic components. Specific components should be identified.

CATEGORY: SUPPLIERS' ENVIRONMENTAL PERFORMANCE

INDICATOR: VARIOUS INDICATORS

Any of the indicators listed in the Inputs and Non-product Outputs stages may be relevant to your activities with your suppliers. Thus, you may select to report your achievements and goal using any of these indicators. However, these indicators should represent the effects of your interactions with your supplier and not the supplier's facility-wide performance. For example, if you assisted your supplier in increasing the energy efficiency of a production process that manufactures parts that you procure, you should report the energy use for this production process, but not the facility's entire energy use.

Units: The units should be appropriate to the indicator(s) you have selected for reporting.

CATEGORY: MATERIAL USE

INDICATOR: MATERIALS USED

Materials Used includes all materials that enter your facility for use in your processes and/or activities. This indicator includes all types of activities at your facility: manufacturing, maintenance, waste treatment and management, office, and transportation. Examples of the types of materials that should be included in your materials used calculations include:

- Raw materials
- Process chemicals
- Catalysts
- Solvents
- Office supplies
- Cleaning supplies
- Packaging materials for your products

Do not include in this indicator:

- Water
- Materials used as fuel to produce energy (e.g., gasoline, fuel oil)
- Materials that are re-used on site (They are only counted the first time they enter the facility.)

Goals and achievements may include either total materials used or use of a specific material. If you choose to focus your goal or achievement on a specific material, you should list that component in your Performance Track Application.

Reuse of materials can be expressed in the Materials Used indicator, providing it results in a decrease in the total amount of materials needed. For example, a new program that reuses wastes produced on-site should result in a decrease in the total amount of materials needed for that process, and should be reflected in this indicator.

Units: Materials Used should be reported in pounds or tons.

CATEGORY: MATERIAL USE

INDICATOR: HAZARDOUS MATERIALS USED

Hazardous materials can be thought of as any substances brought onto your facility that may be harmful to the environment, and are in a condition to be used for their intended purpose. There are many lists and groups of chemicals and materials that can be considered hazardous, many of which have common elements. Lists of hazardous chemical and materials to consider include:

- Toxics Release Inventory chemicals, including TRI chemicals identified as carcinogens by OSHA
- Persistent Organic Pollutants (POPs) identified by the Stockholm Convention on POPs
- Persistent Bioaccumulative and Toxic chemicals (PBTs) identified as Level 1 or Level 2 PBTs by the Binational Toxic Strategy of the US and Canada
- Materials considered hazardous under Hazardous Materials Regulations (Title 49 CFR Parts 100-185), managed by the Department of Transportation's Office of Hazardous Material Safety

If there are chemicals or materials that you use which are not included in any of these lists, include them and note in your application why you have chosen to include them.

Goals and achievements may include either total hazardous materials used or use of a specific hazardous material. If you choose to focus your goal or achievement on a specific material, you should list that material in your application.

Units: Units for reporting Hazardous Material Used include pounds or tons.

CATEGORY: MATERIAL USE

INDICATOR: TOTAL PACKAGING MATERIALS USED

Total Packaging Materials Used includes all materials entering the facility that will be used in packaging and transporting your facility's products and Non-product Outputs (NPOs). This includes:

- Primary packaging- the packaging closest to the product and holds the product and protects it from damage (e.g., boxes or bottles the product is placed in)
- Secondary packaging- packaging which helps in the modular packing of the individual products (e.g., cardboard boxes which carry individual bottles and the foam "peanuts" included in such boxes)
- Tertiary packaging- packaging that helps in the transportation of the goods (e.g., pallets).

Do not include packaging materials used for transporting and delivering your raw materials. For example, the box that contains a raw material that you purchase should not be included in Total packaging materials used.

Units: Units for reporting Total Packaging Materials Used include pounds or tons.

CATEGORY: WATER USE

INDICATOR: TOTAL WATER USE

The total water use goal is defined as the sum of all water drawn into the boundaries of the facility from all sources (including surface water, groundwater, rainwater, and municipal water supplies) for any use over the course of the reporting period. Goals and achievements in this category may include, for example, reducing total water usage in your facility or reducing the environmental impact of your water withdrawals by changing the source of your water.

Facilities should report on the total volume of water consumed broken down by the following sources: municipal water supplies or other water utilities; surface water, including water from wetlands, rivers, lakes, and oceans; groundwater; rainwater directly collected and stored by the facility; and treated effluent, gray water, or reclaimed water from any outside source. Facilities should report on both consumptive water use (water that is used on-site for processes or activities, or incorporated into products) and non-consumptive water use (water that is put into storage tanks). Water that is recycled or reused on-site need not be reported.

Units: Water use goals should be measured in gallons.

CATEGORY: ENERGY USE

INDICATOR: TOTAL (NON-TRANSPORTATION) ENERGY USE

The total (non-transportation) energy use goal covers facility energy use from all energy sources, except fuels for transportation-related energy use. The form allows facilities to commit to either reducing total energy use or to increasing renewable fuel use. It also allows facilities to commit to purchases of electricity from renewable sources. Regardless of which kind of energy goal you make, you will need to report your energy use broken down by source and fuel type.

Information on energy sources that you provide on the application will allow the automated form to convert your energy use into to greenhouse gas equivalents. You can use the greenhouse gas equivalents when participating in emerging greenhouse gas protocols, registries, and trading schemes, including those developed by EPA's Climate Leaders program, the World Resources Institute/World Business Council for Sustainable Development, and the U.S. Department of Energy. Performance Track will use the greenhouse gas reduction results when we report on the overall results of the Performance Track program.

IMPORTANT: Do not include transportation-related fuel use in this table. Goals to reduce transportation energy use should be reported separately under the indicator heading 'Transportation Energy Use.' Transportation-related fuel use includes both on-site and off-site energy use by any vehicles or mobile machinery (i.e., anything that moves and uses energy), including fleet vehicles, employees' vehicles, aircraft, marine vessels, locomotives, recreational vehicles, construction equipment, industrial equipment, golf carts, lawn and garden equipment, farm equipment, commercial equipment, logging equipment, and airport service equipment and vehicles.

Environmental management activities aimed at reducing air emissions resulting from combustion (VOCs, NO_x, CO, and PM₁₀) are better reported under the appropriate indicator in the Air Emissions category.

Complete the first part of the table, "Energy Generated Off-Site" by filling in quantities for energy that you purchase as electricity or steam. You must select one of the units provided in the pull-down menu in the far right column. Fill in the amount of energy you purchased during the "Baseline" calendar year in the "Baseline" column. Fill in the amount you are committing to purchase during the "Future" calendar year in the "Future" column.

If your facility uses electricity, fill in the amount of energy that is purchased from a utility as well as any amount that is derived from "off-grid renewable" sources (e.g., electricity that is produced by a nearby wind farm that is provided separately from the local utility). In many cases, all of the electricity used by a facility is purchased from a utility. In this case, enter the total amount of electricity used in the row for electricity purchased from a utility.

Please identify your facility's EGRID geographic region, which is based on your facility's location and electricity provider. The geographic region identification will allow the form to accurately calculate the emissions associated with your facility's electricity purchases. To identify your facility's geographic region, click on the link entitled "Need help identifying the geographic

region?” or contact the Performance Track Information Center at 1-888-339-PTRK or ptrack@indecon.com.

If your facility purchases or obtains steam off-site, enter the total amount of steam used in the appropriate row. Note that EPA will be contacting you to determine the source of the steam used, so that the appropriate greenhouse gas emissions factor can be used.

Do not include any electricity or steam that you generate; the fuel used to generate this energy can be reported in the second part of the table.

Carbon Dioxide Equivalents

If you purchase or are planning to purchase electricity produced off-site from renewable sources, you will need to calculate the metric tons of carbon dioxide (CO₂) equivalent that will be offset by this purchase. The number of metric tons of CO₂ equivalent offset per kWh will vary among electricity providers. Please contact your electricity provider for this information or the Performance Track Information Center at 1-888-339-PTRK or ptrack@indecon.com for help with this calculation.

Energy Combusted On-Site

Complete the second part of the table, by filling in the amounts of each fuel or energy source you used in the Baseline year and the amounts you are committing to use in your Future year. You must select one of the units provided in the far right column for each source.

This section of the table is designed to allow you to report on the fuel that you use on-site at your facility. Thus, if you generate electricity or steam on-site, you should report the quantity of fuels that you use, but not the quantity of electricity or steam generated. If you purchase natural gas to produce electricity on-site, you should report the quantity of natural gas your facility uses but not the quantity of electricity that you generate. Similarly, if you co-generate electricity and steam from natural gas, you should report the quantity of natural gas your facility uses but not the quantities of electricity and steam that you generate.

Total Energy Use and Associated Greenhouse Gas Emissions

Based on the data you entered in 4c. Energy Generated Off-Site and 4d. Energy Generated On-Site, your overall energy use and emissions will be calculated for you and appear in this table. All data here is calculated, with the exception of “Metric Tons of CO₂ Equivalents Offset.” Enter any green tag purchases here, using units of metric tons of carbon dioxide equivalents (MTCO₂Es).

Calculating Total Energy Use and Emissions

Once you have entered all of your energy use information, prompt the form to calculate your totals by either saving your work or hitting the “Calculate Total(s)” button. (Note that you can save your work at any time while you are filling in your data, to prevent losing information, but be sure to recalculate totals when you have completely finished.) Also ensure that you have entered units wherever appropriate or the form will not calculate correctly.

The table will automatically calculate Total Energy Generated Off-Site, Total Energy Generated On-Site, and Total Energy Use by summing the quantities of energy and fuel you report in the table. The form will also calculate the Total Renewable Energy Use and Total Non-Renewable

Energy Use based on the amounts and sources of energy you specified. For example, hydropower and solar power are characterized as renewable energy sources, while coal and natural gas are considered non-renewable.

Using CO₂ equivalent emissions factors, the form will calculate the metric tons of CO₂ equivalents (MTCO₂E) generated from your use of each fuel source. An average emissions factor for each energy source is used to calculate the MTCO₂E generated. The form then calculates the total metric tons of CO₂ Equivalents and net metric tons of CO₂ Equivalents (total minus offsets). For more detail on the specific calculations and emissions factors, contact the Performance Track Information Center at 1-888-339-PTRK or ptrack@indecon.com.

Units: Standard indicators to use for energy use include MMBtu and Btu, kWh and MWh for electricity, and cF and therms for natural gas.

CATEGORY: ENERGY USE

INDICATOR: TOTAL TRANSPORTATION ENERGY USE

Goals to the Transportation Energy Use indicator involve the reduction of mobile air emissions related to a facility's operations.

Required reporting elements for the indicator include: all energy use by mobile sources, including fleet vehicles, aircraft, marine vessels, locomotives, recreational vehicles, construction equipment, industrial equipment, lawn and garden equipment, farm equipment, commercial equipment, logging equipment, and airport service equipment and vehicles. Optional reporting elements include: energy use from employee travel, commuting, upstream or downstream transportation, or off-site waste disposal. If none of the required reporting elements are applicable to your facility, you may propose a goal to address employee commuting only (an optional element).

Your transportation energy use goal may be to reduce total transportation energy use, increase use of renewable fuels, or a combination of both. Reporting must be facility-wide.

Units: Acceptable units for transportation energy use goals are gallons (for liquid fuels), cubic feet (for gases), and kilowatt-hours (for electrically-powered vehicles and machinery).

CATEGORY: LAND AND HABITAT

INDICATOR: LAND AND HABITAT CONSERVATION

Land and Habitat Conservation is used to report on activities that conserve land, including preservation and restoration activities. Each year your facility should report on the cumulative amount of land and habitat that has been conserved.

Example projects that would be accepted include:

- Conservation easement of facility's property
- River-bank restoration on facility's property
- Participation in Wildlife Habitat Council's [Corporate Habitat Certification/International Accreditation Program](#)
- River-bank restoration in community

Example projects that are not appropriate for this indicator include:

- Remediation activities
- Monetary donations to conservation organizations (these can be included in Section D of your Annual Performance Report as an example of public outreach activities)
- Adopt-a-highway projects

Units: Units for reporting Land and Habitat Conservation include square feet or acres.

CATEGORY: LAND AND HABITAT

INDICATOR: COMMUNITY LAND REVITALIZATION

The purpose of the Community Land Revitalization indicator is to recognize a facility's efforts to invest in brownfields cleanup projects in its local community. The focus of these projects is third-party investment in local land revitalization, so the brownfield site should not be owned by, or have been previously owned by, the facility. Prior to making this goal, a facility must have already worked with a local agency to identify the site, determine the project and the intended outcomes, and arrange for the facility's participation. Further information about community land revitalization activities, methods for measuring environmental benefits, and otherwise completing the goal form can be obtained by contacting the Performance Track Information Center at 1-888-339-7875 or at ptrack@indecon.com.

Units: Units for reporting Community Land Revitalization include square feet or acres.

CATEGORY: AIR EMISSIONS

INDICATOR: TOTAL GHGs

Goals to reduce greenhouse gas emissions (GHGs) must cover all GHGs emitted by the facility, including energy use, process-related emissions, and fugitive emissions. Facilities may list and subtract offsets (such as purchasing renewable energy credits) against their GHG impacts. To make a goal to reduce GHGs, your facility should have conducted a baseline GHG inventory, and you should have carbon-equivalent estimates your facility's GHG impact from each GHG source.

If your greenhouse gas emission reduction activities will consist solely of reducing energy use, it may be easier for you to make a goal in the energy use indicator rather than in the greenhouse gas emissions indicator. You may not make a goal in both areas because of the likelihood of double counting energy use impacts.

For detailed guidance in filling out the greenhouse gas goal form and/or calculating CO₂ equivalents, see the [Climate Leaders Greenhouse Gas Inventory Guidance Modules](#).

Units: The units used for all greenhouse gas emissions sources and offsets are metric tons of carbon dioxide equivalents (MTCO₂E).

CATEGORY: AIR EMISSIONS

INDICATOR: VOLATILE ORGANIC COMPOUNDS (VOCs)

The Clean Air Act defines VOCs as “any compound of carbon, excluding carbon monoxide, carbon dioxide, carbonic acid, metallic carbides or carbonates, and ammonium carbonate, which participates in atmospheric photochemical reactions.” A list of compounds that *are not* considered VOCs can be found in Title 40 Chapter I -- Part 51 §51.100 of the Code of Federal Regulations.

Achievements and goals may include either reductions of total VOC emissions or reduction of a specific VOC. If you choose to focus your goal or achievement on a specific VOC, you should list that compound in your Performance Track Application.

Units: VOCs should be reported in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: NITROGEN OXIDE COMPOUNDS (NO_x)

NO_x include NO₂ and NO. NO_x compounds contribute both to acid deposition and ground level ozone formation.

Units: NO_x should be reported in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: SULFUR OXIDE COMPOUNDS (SO_x)

SO_x include SO₂ and other oxides of sulfur that contribute to acid deposition.

Units: SO_x should be reported in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: FINE PARTICULATE MATTER (PM2.5)

PM2.5 refers to airborne solid and liquid droplets with diameters of less than or equal to 2.5 microns. These fine particles can have damaging effects on the respiratory system.

Units: PM2.5 should be reported in milligrams or pounds.

CATEGORY: AIR EMISSIONS

INDICATOR: COARSE PARTICULATE MATTER (PM10)

PM10 refers to airborne solid and liquid droplets with diameters of greater than 2.5 microns and less than or equal to 10 microns. These fine particles can have damaging effects on the respiratory system.

Units: PM10 should be reported in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: CARBON MONOXIDE (CO)

Carbon monoxide, or CO, impedes the uptake of oxygen by blood, thereby reducing the body's ability to deliver oxygen to organs and tissues.

Units: CO should be reported in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: AIR TOXICS

Lists of air toxics to consider include:

- Hazardous Air Pollutants, as listed in Section 112 of the Clean Air Act
- Great Lakes Regional Air Toxics Emissions Inventory
- Toxics Release Inventory chemicals, including TRI chemicals identified as carcinogens by OSHA
- Persistent Organic Pollutants (POPs) identified by the Stockholm Convention on POPs
- Persistent Bioaccumulative and Toxic chemicals (PBTs) identified as Level 1 or Level 2 PBTs by the Binational Toxic Strategy of the US and Canada.

A goal or achievement to reduce air toxics may include a single air toxic or multiple air toxics. The target of your facility's environmental performance program should be noted in your in your Performance Track application.

Units: Air Toxics (Total or specific) should be measured in pounds or tons.

CATEGORY: AIR EMISSIONS

INDICATOR: ODOR

Odor refers to a smell either within your facility or drifting into the nearby community. When possible, we encourage you to determine the cause of the odor and report your achievements using indicators from the Input stage (e.g., reductions in the use of odiferous chemicals) or Non-product Output stage (e.g., emissions of a particular air pollutant or group of pollutants).

Units: Odor should be reported using European Odour Unit: That amount of odorant(s) that, when evaporated into one cubic meter of neutral gas at standard conditions, elicits a physiological response from a panel (detection threshold) equivalent to that elicited by one European Reference Odour Mass (EROM), evaporated in one cubic meter of neutral gas at standard conditions.

CATEGORY: AIR EMISSIONS

INDICATOR: RADIATION

This indicator measures the ionizing radiation emitted by the facility.

Units: Radiation should be measured in Curies or Becquerels.

CATEGORY: AIR EMISSIONS

INDICATOR: DUST

Dust refers to all airborne particulate matter greater than 10 microns (μm) in diameter.

Units: Dust should be measured in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: BOD

Biochemical oxygen demand, or BOD, is a commonly used metric for measuring the quantity of organic oxygen-demanding material in water. BOD is determined from laboratory analyses of wastewater; BOD₅ indicates that the wastewater test results are reported on the fifth day.

Units: BOD should be reported in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: CHEMICAL OXYGEN DEMAND (COD)

COD is a measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water. Like BOD, COD is determined via laboratory analysis of wastewater.

Units: COD should be reported in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: TOXIC DISCHARGES TO WATER

Achievements or goals to reduce toxic discharges may include all toxics found in your facility's effluent, or a subset of toxics. To determine which chemicals may be considered toxic, you can consult:

- Toxics, as defined by the Clean Water Act
- Toxics Release Inventory chemicals
- Persistent Organic Pollutants (POPs) identified by the Stockholm Convention on POPs
- Persistent Bioaccumulative and Toxic chemicals (PBTs) identified as Level 1 or Level 2 PBTs by the Binational Toxic Strategy of the US and Canada

A goal or achievement to reduce toxic discharges may include a single toxic or multiple toxics. The target of your facility's environmental performance program should be noted in your in your Performance Track application.

Units: Toxic Discharges to Water (Total or specific) should be reported in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: TOTAL SUSPENDED SOLIDS (TSS)

TSS is the total amount of solid matter in water. It includes all sediments and other constituents that are suspended in water. TSS is measured by filtering water and then weighing the sediment remaining on the filter.

Units: Total Suspended Solids should be reported in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: NUTRIENTS

Nutrient releases include phosphorous and nitrogen compounds whose release may cause eutrophication of aquatic environments. Nutrients are typically measured via analytical methods as Total Nitrogen and Total Phosphorus.

A goal or achievement to reduce nutrient releases may include a single or multiple nutrients. The target of your facility's environmental performance program should be noted in your in your Performance Track Application.

Units: Nutrients should be reported in pounds or tons of Total Nitrogen and Total Phosphorus.

CATEGORY: DISCHARGES TO WATER

INDICATOR: SEDIMENT FROM RUNOFF

Runoff results from non-point sources such as stormwater and drainage water from irrigation.

Units: Sediment from runoff should be reported in pounds or tons.

CATEGORY: DISCHARGES TO WATER

INDICATOR: PATHOGENS

Bacteria such as *Campylobacter*, *Salmonella*, *Giardia*, *Cryptosporidium*, and viruses are example of pathogens that may be present in water discharges. *E.coli*, a common fecal coliform bacterium, is found in the intestinal tracts of animals. Its presence in water is an indicator of pollution and possible contamination by pathogens.

A goal or achievement to reduce pathogens may include a single or multiple pathogens. The target of your facility's environmental performance program should be noted in your in your Performance Track application.

Units: Pathogens are measured and reported using one of the following units:

- MPN/ml, the most probable number of coliform-group organisms per unit volume of sample water; or
- CFU/ml, the number of colony forming units per unit volume of sample water.

CATEGORY: WASTE

INDICATOR: NON-HAZARDOUS WASTE

Non-hazardous waste includes any non-hazardous output (solid, semi-solid, or liquid) shipped off-site for treatment or disposal, excluding products and product packaging. Do not include in this indicator wastewater containing non-hazardous waste, non-hazardous waste resulting from product take-back initiatives, or non-hazardous waste resulting from community recycling programs. Non-hazardous waste that will be sold (not recycled) should be captured under the “Other management strategy.” Any wastes that will be sold in order to be recycled should be classified under reused/recycled offsite. In addition, any non-hazardous non-product materials that are not shipped off site, but rather are recycled or stored onsite, are not considered waste for the purpose of the program unless or until they are sent off-site.

Universal waste includes mercury-containing equipment and lamps, pesticides, and many types of batteries. Universal wastes should be reported as hazardous waste.

Batteries that are NOT universal waste, and therefore should be reported as non-hazardous waste, include lithium batteries, and cylindrical and rectangular alkaline and carbon zinc batteries (AA, AAA, C, D, 9V, etc.), as long as the alkaline and carbon zinc batteries are not labeled as containing mercury. Alkaline and carbon zinc batteries typically do not contain mercury, but any battery labeled as containing mercury should be reported as hazardous waste.

For more information on universal wastes, go to:

<http://www.epa.gov/epaoswer/hazwaste/id/univwast/basic.htm>

Your non-hazardous waste goal may be to reduce non-hazardous waste generation, to switch to an environmentally preferable management method, or both. EPA’s waste management hierarchy does not consider combustion (incineration) to be environmentally preferable to landfilling. The management method of incinerating waste to generate energy should be characterized as “other management,” and further specified as waste-to-energy. Waste-to-energy is considered to be preferable to straight incineration. If your goal is to switch to an environmentally preferable management method, the total quantity of the non-hazardous waste must either remain the same or decrease in the future year. Activities that result in an increase in the line labeled “Total Non-hazardous Waste” will not be accepted as a goal.

In addition, you may focus your goal on all waste streams or a specific waste stream(s).

Regardless of your activities, the quantities that you provide must account for facility-wide waste of the type reported.

Units: Acceptable units for non-hazardous waste goals are pounds and tons.

CATEGORY: WASTE

INDICATOR: HAZARDOUS WASTE

Hazardous waste includes any hazardous non-product output (solid, semi-solid, or liquid) that the facility generates and treats on-site or ships off-site for treatment or disposal, excluding any waste generated as a service to the community. Do not include wastewater containing hazardous waste, hazardous waste resulting from product take-back initiatives, or hazardous waste resulting from community recycling programs. Waste that will be sold (not for recycling) should be captured under the “Other management strategy.” Any wastes that will be sold in order to be recycled should be classified under reused/recycled offsite.

Universal waste includes mercury-containing equipment and lamps, pesticides, and many types of batteries. Universal wastes should be reported as hazardous waste.

Batteries that are universal waste include:

- Batteries containing lead or “lead-acid,” such as car batteries
- Ni-Cad batteries, because they contain cadmium
- Batteries containing mercury, which include button cell batteries

Batteries that are NOT universal waste, and therefore should be reported as non-hazardous waste, include lithium batteries, and cylindrical and rectangular alkaline and carbon zinc batteries (AA, AAA, C, D, 9V, etc.), as long as the alkaline and carbon zinc batteries are not labeled as containing mercury. Alkaline and carbon zinc batteries typically do not contain mercury, but any battery labeled as containing mercury should be reported as hazardous waste.

For more information on universal wastes, go to:

<http://www.epa.gov/epaoswer/hazwaste/id/univwast/basic.htm>

Your hazardous waste goal may be to reduce hazardous waste generation, to switch to an environmentally preferable management method, or both. EPA’s waste management hierarchy does not consider combustion (incineration) to be environmentally preferable to landfilling. The management method of incinerating waste to generate energy should be characterized as “other management,” and further specified as waste-to-energy. Waste-to-energy is considered to be preferable to straight incineration. If your goal is to switch to an environmentally preferable management method, the total quantity of the hazardous waste must either remain the same or decrease in the future year. Activities that result in an increase in the line labeled “Total Hazardous Waste” will not be accepted as a goal.

In addition, you may focus your goal on all waste streams or a specific waste stream(s). Regardless of your activities, the quantities that you provide must account for facility-wide waste of the type reported.

Units: Acceptable units for hazardous waste goals are pounds and tons.

CATEGORY: NOISE

INDICATOR: NOISE

Noise refers to noise that your community members may hear, i.e., noise heard at the boundary of your facility.

Units: Noise should be reported in A-weighted decibels (dBA) as measured at the facility boundary.

CATEGORY: VIBRATION

INDICATOR: VIBRATION

Vibration refers to an oscillatory movement of solid bodies, either inside or outside of your facility.

Units: Vibration is measured in inches per second (as measured at the facility boundary)

CATEGORY: PRODUCTS

INDICATOR: EXPECTED LIFETIME ENERGY USE

Expected lifetime energy use should be calculated by multiplying the product's energy use per hour by the number of hours of usage estimated for the product's lifetime, and then multiplied by the quantity of units produced in the reporting year.

You may focus your goal on all products or a specific product(s).

Units: Acceptable units for expected lifetime energy use goals are kilowatt-hours (kWh), megawatt-hours (MWh), British thermal units (Btus), and million British thermal units (MMBtus).

CATEGORY: PRODUCTS

INDICATOR: EXPECTED LIFETIME WATER USE

Expected lifetime water use should be calculated by multiplying the product's water use per hour by the number of hours estimated for the product's lifetime, and then multiplied by the quantity of units produced in the reporting year.

You may focus your goal on all products or a specific product(s).

Units: Expected lifetime water use is measured in gallons.

CATEGORY: PRODUCTS

INDICATOR: EXPECTED LIFETIME WASTE (TO AIR, WATER, LAND) FROM PRODUCT USE

Expected lifetime waste (to air, water, land) from product use should be calculated by multiplying the product's lifetime waste by the quantity of units produced in the reporting year.

You may focus your goal on all products or a specific product(s).

Units: Acceptable units for expected lifetime waste (to air, water, land) from product use goals are pounds and tons.

CATEGORY: PRODUCTS

INDICATOR: WASTE TO AIR, WATER, LAND FROM DISPOSAL OR RECOVERY

Waste to air, water, land from disposal or recovery goals should be calculated by multiplying the waste resulting from either the disposal of the product or from the recovery of your product by the quantity of units produced in the reporting year.

Units: Acceptable units for waste to air, water, land from disposal or recovery goals are pounds and tons.