



GREENSHIP

GREEN BUILDING COUNCIL INDONESIA

GREENSHIP RATING TOOL

for INTERIOR SPACE

VERSION 1.0

GREENSHIP INTERIOR SPACE Version 1.0



RATING AND TECHNOLOGY DIVISION

GREEN BUILDING COUNCIL INDONESIA

APRIL 2012

GREENSHIP Interior Space Version 1.0

GREENSHIP Interior Space is targeted for users who are generally in form of business entity as tenant management companies using part, or all of the area within the building, followed by fit out activities which serve to accommodate the company's activities. The scope of the GREENSHIP Interior Space are not only limited to fit out alone; but also the management policy in selecting the site building and the tenant management activities (operational activities).

Eligibility is the fulfillment of rules and regulations that have be met to obtain GREENSHIP Interior Space certification.

E1	<i>Scope of GREENSHIP Interior Space</i>
Project to have a fit out activities	
E2	<i>Minimum Project Area</i>
<ol style="list-style-type: none"> 1. Use a minimum area of 25 m² in a building. 2. The entire area used by management in a single building should be included in the certification process. 	
E3	<i>Minimum Number of Users</i>
Having at least one full-time employee who have worked, or will work for a year	
E4	<i>Minimum Time Length of Occupancy</i>
<p>Availability of a 3-years lease contract; or the area will be used as the same function for a minimum of 3-years period starting from the gaining of GREENSHIP Certification result.</p> <p>If the lease contract or the period of area used when registering for certification process is less than 3 years, then GREENSHIP certification will automatically expire in accordance with its time period (based on the contract); unless the user extend the contract without any physical changes within the area used.</p>	
E5	<i>Compliance with Detailed Spatial Plan</i>
Management to submit a copy of its <i>Land Use Designation Permits</i> of the building to GBC Indonesia.	
E6	<i>Building Safety</i>
Management to submit a copy of its <i>Proper Function Certificates</i> (SLF) or <i>Building Permit</i> (IMB) to GBC of Indonesia.	
E7	<i>Project Data Transparency</i>
Management is willing to sign an agreement letter encompassing approval to allow all data related to GREENSHIP certification to be used as a case study conducted by GBC Indonesia.	

Prerequisite Criteria are the criteria in each category which have to be met prior to further assessment based on the credit and bonus criteria. When one prerequisite is not met, then the entire criteria in all GREENSHIP categories can not be assessed. Prerequisite criteria have no value (point).

Credit Criteria are criteria in each category and can be selected. The fulfillment of these criteria must be adjusted to the ability of the area. If the credit criteria are met, point(s) will be given; and when a criteria is not met, no point will be given.

Bonus Criteria are criteria in certain categories which enable the provision of additional value (point). These criteria can be chosen whenever possible and will be a bonus for its difficult implementation and not commonly implemented within building industry. Building(s) successfully obtain the bonus criteria are appreciated for their own achievement. Values (points) in the bonus criteria will not be added to the total value that is used as the divider in obtaining the percentage of the total assessment (103 points); but it will increase the overall achieved points.

Category	Total Criteria			Total Benchmark
	Prerequisite	Credit	Bonus	
<i>Appropriate Site Development</i>	1	5	-	12
<i>Energy Efficiency and Conservation</i>	1	5	-	17
<i>Water Conservation</i>	1	3	-	7
<i>Material Resource and Cycle</i>	2	6	1	19 (2B)
<i>Indoor Health and Comfort</i>	1	12	1	28 (1B)
<i>Building and Environment Management</i>	1	3	1	10 (1B)
Total	7	34	3	93 (4B)

“Not Available” Credit Whereas a criteria having a caption that states the credit is "Not Available", it states that not all of users/tenants are able to meet the given benchmarks. This is because of characteristics differences of the area as well as limitations in the management of interior space, so the benchmarks can not be achieved. Where a condition of "Not Available" has to be taken, the calculation of related criteria will be excluded in the total calculation.

GREENSHIP Interior Space Version 1.0 Certification Level

Ranking	Percentage	Minimum Point
<i>Platinum</i>	73 %	75
<i>Gold</i>	57 %	59
<i>Silver</i>	46 %	47
<i>Bronze</i>	35 %	36

CRITERIA SUMMARY

Code	CRITERIA	Max Point	Bonus	Sub	Percentage
<u>ASD - Appropriate Site Development</u>					
ASD P	<i>Motor Vehicle Reduction Policy</i>	P			
ASD 1	<i>GREENSHIP Certified Building</i>	4			
ASD 2	<i>Community Accessibility</i>	1			
ASD 3	<i>Bicycle</i>	3			
ASD 4	<i>Motor Vehicle Space Reduction</i>	2			
ASD 5	<i>Landscaping</i>	2			
				12	11,65%
<u>EEC - Energy Efficiency and Conservation</u>					
EEC P	<i>Energy Conservation Campaign</i>	P			
EEC 1	<i>Simple Commissioning</i>	2			
EEC 2	<i>MVAC Control</i>	2			
EEC 3	<i>Lighting Power Density and Control</i>	5			
EEC 4	<i>Energy Monitoring and Control</i>	2			
EEC 5	<i>Electrical Equipment and Appliances</i>	3			
				14	13,59%
<u>WAC - Water Conservation</u>					
WAC P	<i>Water Conservation Campaign</i>	P			
WAC 1	<i>Water Fixtures</i>	4			
WAC 2	<i>Water Use Monitoring</i>	2			
WAC 3	<i>Potable Water</i>	2			
				8	7,77%
<u>MRC - Material Resource and Cycle</u>					
MRC P1	<i>Purchasing Policy</i>	P			
MRC P2	<i>Waste Management Policy</i>	P			
MRC 1	<i>Non ODS Usage</i>	2			
MRC 2	<i>Existing Material Conservation</i>	2			
MRC 3	<i>Certified Wood</i>	3			
MRC 4	<i>Low Environmental Impact Material</i>	14			
MRC 5	<i>Green Cleaning Agent</i>	2			
MRC 6	<i>Waste Management Practice</i>	5			
MRC 7	<i>Purchasing Practice</i>		2B		
				28	27,18%

CRITERIA SUMMARY

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Code	CRITERIA	Max Point	Bonus	Sub	Percentage
<u>IHC - Indoor Health and Comfort.</u>					
IHC P	<i>No Smoking Campaign</i>	P			
IHC 1	<i>Outdoor Air Introduction</i>	1			
IHC 2	<i>CO₂ Monitoring</i>	2			
IHC 3	<i>Chemical Pollutant</i>	9			
IHC 4	<i>Indoor Pollutant Source Control</i>	2			
IHC 5	<i>Biological Pollutant</i>	1			
IHC 6	<i>Visual Comfort</i>	3			
IHC 7	<i>Outside View and Daylight</i>	2			
IHC 8	<i>Thermal Comfort</i>	2	2B		
IHC 9	<i>Acoustic Level</i>	1			
IHC 10	<i>Interior Plants</i>	2			
IHC 11	<i>Pest Management</i>	1			
IHC 12	<i>Room Occupant Survey</i>	3			
				29	28,16%
<u>BEM - Building Environment Management.</u>					
BEM P	<i>Green Training</i>	P			
BEM 1	<i>GA/GP as a Member of Project Team</i>	3			
BEM 2	<i>Green Fit Out Activity</i>	5			
BEM 3	<i>Invention</i>	4			
BEM 4	<i>Green Activities</i>		2B		
				12	11,65%
Total Maksimum Point (43 Criteria)				103	100 %

BENCHMARK GREENSHIP IS Version 1.0 SUMMARY

Appropriate Site Development			12%
ASD P	MOTOR VEHICLE REDUCTION POLICY		
Aim			
	To create awareness of the importance in using public transportation to the environment		
Benchmark			
1	The availability of a written statement encompassing commitment and approval from top/executive management, to perform various actions in reducing the usage of private vehicles	P	P
2	Demonstrate efforts to reduce the usage of private vehicles by using campaigns such as: sticker, poster, e-mail.	P	
ASD 1	GREENSHIP CERTIFIED BUILDING		
Aim			
	To encourage the management to choose a building which already applied green technology and concept		
Benchmark			
1A	Choose a building which in the process of GREENSHIP certification	2	4
or			
1B	Choose a GREENSHIP certified building	4	
ASD 2	COMMUNITY ACCESSIBILITY		
Aim			
	To encourage in choosing a space within a building which has connectivity and accessibility to the user in daily operational activity		
Benchmark			
	Building to reach at least 7 types of public facilities from the main road as far as 1500 m from the site.	1	2
ASD 3	BICYCLE		
Aim			
	To encourage user to use bicycle and reduce the use of private motor vehicles		
Benchmark			
1	Demonstrate effort to support bicycle activities by giving incentives to the employee	1	3
2A	The availability of a secure bicycle parking lot within 200 m from building entrance, 1 unit per 20 employee (20 unit maximum)	1	
or			
2B	If point 1 above is met and provide special room to change clothes and bathroom for bicycle users within 200 m from building entrance for every 10 bicycle parking lots.	2	

ASD 4	MOTOR VEHICLE SPACE REDUCTION			
	Aim			
	To reduce the use of private motor vehicles			
	Benchmark			
1	Building location near the bus stop or public transport station within 300 m from the building gate.		1	
2	Not to provide a parking reservation lot for private motor vehicles		1	
ASD 5	LANDSCAPE			
If the tenant management do not have a control over terrace/ balcony/wall/ yard usage, then the credit become "not available"				
	Aim			
	To increase the willingness in creating a natural built environment			
	Benchmark			
1	Provide plants at terrace/ balcony/wall/ yard of at least 5% of the total terrace/ balcony/wall/ yard area		1	3
2	Provide plants at terrace/ balcony/wall/ yard of at least 10% of the total terrace/ balcony/ wall/ yard area.		2	
			SUB TOTAL	12

Energy Efficiency and Conservation			14%
EEC P	ENERGY CONSERVATION CAMPAIGN		
Aim			
	To create an energy conservation awareness		
Benchmark			
	The availability of a written statement encompassing commitment and approval from top/executive management, to perform various actions in energy conservation by:	P	P
1A	Energy conservation campaign, such as: sticker, poster, e-mail.		
	or		
1B	Institutional policies in a form of designation /team establishment / personnel task force responsible for energy savings, along with job descriptions.		
EEC 1	SIMPLE COMMISSIONING		
Aim			
	To pursue energy savings by conducting trials and commissioning / preparatory to the critical systems inside the building.		
Benchmark			
1A	Perform testing and commissioning independently to cooling system integrated with the main building, power equipment, lighting in user area. Users to provide information of testing and commissioning results that affect the performance of the main building to the main building manager.	2	2
	or		
1B	Perform testing and commissioning independently to air cooling system separated with the main building systems, power equipment, and lighting in user area.	2	
	or		
1C	Choose a building that routinely perform testing and commissioning and request for the testing and commissioning result	2	
EEC 2	MVAC SYSTEM CONTROL		
Aim			
	To conduct an energy saving in MVAC system		
Benchmark			
1	Choose building that use Air Conditioning system with maximum standard efficiency of:	2	2

	<table border="1"> <thead> <tr> <th>AC System</th> <th>Equipment types</th> <th>Maximum efficiency (kW/TR)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Water cooled</td> <td>Recip/screw chiller</td> <td>0.851</td> </tr> <tr> <td>centrifugal chiller</td> <td>0.626</td> </tr> <tr> <td>Air cooled</td> <td>Recip/screw chiller</td> <td>1.220</td> </tr> <tr> <td rowspan="2">unitary</td> <td>split</td> <td>1.416</td> </tr> <tr> <td>VRV</td> <td>1.004</td> </tr> </tbody> </table>	AC System	Equipment types	Maximum efficiency (kW/TR)	Water cooled	Recip/screw chiller	0.851	centrifugal chiller	0.626	Air cooled	Recip/screw chiller	1.220	unitary	split	1.416	VRV	1.004		
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	or																		
2	Choose or completing the AC system with advanced control for energy efficiency.	2																	
EEC 3	LIGHTING POWER DENSITY AND CONTROL																		
Aim																			
	To create an awareness for the importance of energy savings.																		
Benchmark																			
1A	Make 20% savings in lighting systems with more efficient lighting power of the total lighting power, as listed in SNI 03 6197-2000 of Energy Conservation in Lighting System.	1	5																
	or																		
1B	Make 40% savings in lighting systems with more efficient lighting power of the total lighting power, as listed in SNI 03 6197-2000 of Energy Conservation in Lighting System.	2																	
	or																		
1C	Make 60% savings in lighting systems with more efficient lighting power of the total lighting power, as listed in SNI 03 6197-2000 of Energy Conservation in Lighting System.	3																	
2A	Use 100% electronic ballast	1																	
	or																		
2B	Meet the 2A benchmark and using integrated lighting sensor and / or integrated occupancy sensor and / or individual control to save energy.	2																	
EEC 4	ENERGY MONITORING AND CONTROL																		
Aim																			
	To support the monitoring procedures, recording and energy consumption control.																		
Benchmark																			
1	Record regular monthly monitoring and data collection on the kWh meter of at least for the last 3 months.	1	2																
2	Appreciate the energy use in form of Energy Display placed in public areas *). Description: *) Public areas are areas that are accessible by all building occupants.	1																	

EEC 5		ELECTRICAL EQUIPMENT AND APPLIANCES			
Aim					
	To encourage the use of energy-efficient electrical appliances.				
Benchmark					
1A	Use electrical equipment labeled "energy efficient", minimum 25% of the total power (Watt) of electrical equipment		1	3	
	or				
1B	Use electrical equipment labeled "energy efficient" minimum 50% of the total power (Watt) of electrical equipment		2		
	or				
1C	Use electrical equipment labeled "energy efficient" minimum 75% of the total power (Watt) of electrical equipment		3		
			SUB TOTAL		14

Water Conservation			21%
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WAC P1	WATER CONSERVATION CAMPAIGN		
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Aim			
	To establish policies for water conservation efforts in water use management system.		
Benchmark			
	The availability of a written statement encompassing commitment and approval from top/executive management, to perform various actions in water conservation by:		
1A	Water conservation campaign, such as: sticker, poster, e-mail.	P	P
	or		
1B	Institutional policies in a form of designation /team establishment / personnel task force responsible for water conservation, along with job descriptions.		

WAC 1	WATER FIXTURES		
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If the tenant management do not have a control over water fixtures purchasing, then the credit become “not available”.

Aim																																	
	To encourage managment to use high efficiency water fixtures as an effort to reduce water use																																
Benchmark																																	
1A	Minimum 75 % of water fixtures in the tenant area to have a maximum output capacity below standard according to the table below:	2	4																														
	or																																
1B	All of water fixtures in the tenant area to have a maximum output capacity below standard according to the table below:	4																															
	<table border="1" style="width:100%; border-collapse: collapse; margin: 10px auto;"> <thead> <tr style="background-color: #2c5e8c; color: white;"> <th style="width: 40%;">Water Fixtures</th> <th style="width: 20%;">Standard Use</th> <th style="width: 40%;">Unit</th> </tr> </thead> <tbody> <tr> <td rowspan="2" style="text-align: center;">Toilet</td> <td style="text-align: center;">Flush Valve</td> <td style="text-align: center;">6</td> <td style="text-align: center;"><i>l/flush</i></td> </tr> <tr> <td style="text-align: center;">Flush Tank</td> <td style="text-align: center;">6</td> <td style="text-align: center;"><i>l/flush</i></td> </tr> <tr> <td style="text-align: center;">Urinal</td> <td style="text-align: center;">Flush Valve</td> <td style="text-align: center;">4</td> <td style="text-align: center;"><i>l/flush</i></td> </tr> <tr> <td style="text-align: center;">Wall Mount Faucet</td> <td style="text-align: center;">8</td> <td style="text-align: center;">l/menit</td> <td></td> </tr> <tr> <td style="text-align: center;">Wastafel Faucet</td> <td style="text-align: center;">8</td> <td style="text-align: center;">l/menit</td> <td></td> </tr> <tr> <td style="text-align: center;">Shower</td> <td style="text-align: center;">9</td> <td style="text-align: center;">l/menit</td> <td></td> </tr> <tr> <td style="text-align: center;">Commercial Prerinse Spray Valves (for food service applications)</td> <td style="text-align: center;">6</td> <td style="text-align: center;">l/menit</td> <td></td> </tr> </tbody> </table>	Water Fixtures	Standard Use	Unit	Toilet	Flush Valve	6	<i>l/flush</i>	Flush Tank	6	<i>l/flush</i>	Urinal	Flush Valve	4	<i>l/flush</i>	Wall Mount Faucet	8	l/menit		Wastafel Faucet	8	l/menit		Shower	9	l/menit		Commercial Prerinse Spray Valves (for food service applications)	6	l/menit			
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WAC 2	WATER USE MONITORING		
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If the tenant management do not have a control over water distributing system, then the credit become “not available”.

Aim			
	To monitor and control the water use and plumbing fixture units condition at tenant area		
Benchmark			
1	The availability of water metering within the tenant area, so as the management will have the information of water consumption level	1	2
2	The availability of monitoring and controlling system including periodic inspection of plumbing system to prevent leakage and wastage of water by showing the water consumption.	2	
WAC 3	POTABLE WATER		
Aim			
	To reduce the dependence of bottled water to reduce its carbon footprint, solid waste, packaging and maintaining the health care for workers.		
Benchmark			
	Provide drinking water treatment with water purification process, to meet employees' drinking water needs within the tenant area, in accordance with Minister of Health Decree No. 492/2010 of Drinking Water Quality Requirements	2	2
		SUB TOTAL	8

Material Resource and Cycle			27%
MRC P	PURCHASING POLICY		
Aim			
	To make an effort to use material and / or products that has a life cycle with low ecological footprint.		
Benchmark			
	<p>Represent a statement letter encompassing the policy commitment from top management to prioritize the procurement of materials and environmentally friendly products:</p> <ul style="list-style-type: none"> a. Used material that are suitable to be reused b. Material or product from renewable resources (short-term harvest time and easy to decompose) c. Recycled material d. Material or product with environmental management system process e. Material which its primary raw material originated and/or fabricated within 1.000 km radius from the project site f. Material which its primary raw material originated and/or fabricated within Indonesia. g. Non toxic or non hazardous material. h. Offsite pre-fabricated production process material i. Material with environmentally friendly features 	P	P
MRC P2	WASTE MANAGEMENT POLICY		
Aim			
	To make an effort in reducing negative effect from waste by implementing environmentally friendly waste management		
Benchmark			
1	<p>Represent a statement letter encompassing the policy commitment from top management in regulating waste management based on the segregation between:</p> <ul style="list-style-type: none"> a. Organic waste, b. Inorganic waste, and c. Hazardous waste 	P	P
2	Campaign which encourage material reduction and to implement waste segregation, such as through sticker, poster, e-mail.		
MRC 1	NON ODP USAGE		
Aim			
	To encourage the use of non ozon depletion potential (Non-ODP) refrigerant		
Benchmark			
1A	Choose a building that use the entire air conditioning system with Non-ODP refrigerant materials (ODP = 0)	2	2
	or		
1B	Choose an air conditioning system with Non- ODP refrigerant materials (ODP = 0)	2	

MRC 2		EXISTING MATERIAL CONSERVATION			
Aim					
	To extend the life cycle of existed finishing or furnishing material within building interior prior to fit out activities				
Benchmark					
1A	Reusing minimum 10 % of the finishing material which has been used by previous users/tenant from the total finishing material usage based on MRC 2 calculator.		1	2	
	or				
1B	Reusing minimum 20 % of the finishing material which has been used by previous users/tenant from the total finishing material usage based on MRC 2 calculator.		2		
	or				
1B	Reusing minimum 10 % of the furnishing material which has been used by previous users/tenant from the total furnishing material usage based on MRC 2 calculator.		1		
	or				
1B	Reusing minimum 20 % of the furnishing material which has been used by previous users/tenant from the total furnishing material usage based on MRC 2 calculator.		2		
	or				
MRC 3		CERTIFIED WOOD			
Aim					
	Avoid using wood from illegal logging activities.				
Benchmark					
1	Use 100% certified wood for finishing and furnishing material, such as FAKO or FAKB certified		1	3	
2	If point 1 is complied and minimum 50% of wood are LEI or FSC certified		2		
MRC 4		LOW ENVIRONMENTAL IMPACT MATERIAL			
Aim					
	To encourage the use of low Environmental impact material.				
Benchmark					
1	Use environmentally friendly material or product for finishing based on material calculator			14	
	Minimum 20% of total material		2		
	Minimum 40% of total material		4		
Minimum 70% of total material		7			
2	Use environmentally friendly material or product for furnishing based on material calculator				
	Minimum 20% of total material		2		
	Minimum 40% of total material		4		
Minimum 70% of total material		7			
Environmentally friendly criteria include :					
a. Reused Material.					
b. Renewable Material.					

	<ul style="list-style-type: none"> c. Recycled Material. d. Material or product with environmental management system production process e. Regional Material f. Pre fab or modular system material g. Material with environmentally friendly features 		
MRC 5	GREEN CLEANING AGENT		
Aim			
	To encourage the use of environmentally friendly cleaning agents		
Benchmark			
1A	Use Environmentally friendly cleaning product for finishing and furnishing material based on material calculator:		2
	minimum 40% of total cleaning products	1	
	minimum 60% of total cleaning products	2	
	or,		
1B	Coordinate with third parties for the provision of cleaning services using environmentally friendly cleaning products for finishing and furnishing material based on MRC 5 calculator		
	minimum 40% of total cleaning products	1	
	minimum 60% of total cleaning products	2	
	<p>Environmentally friendly criteria include :</p> <ul style="list-style-type: none"> a. Material or product with environmental management system production process b. Non hazardous and non toxic c. Material with environmentally friendly features. <p>Scope of cleaning product: used only for maintenance of furnishing and finishing materials</p>		
MRC 6	WASTE MANAGEMENT PRACTICE		
Aim			
	To implement waste management practices in reducing waste volume at landfill and reducing environmental pollution.		
Benchmark			
1	The availability of waste disposal facilities and waste collection divided into organic, inorganic, and hazardous waste.	1	5
2	Conduct organic waste management/teratment independently or in cooperation with official agencies of organic waste treatment.	1	
3	Conduct inorganic waste management/treatment independently or in cooperation with official agencies of inorganic waste treatment.	1	
4	Conduct harzardous waste management/treatment such as lamp, computer hardware, battery in cooperation with official agencies of harzardous waste treatment.	2	
MRC 7	PURCHASING PRACTICE		
Aim			
	To implement environmentally friendly product and material purchasing in daily activities		2 (bonus)

Benchmark		
1	Use all the products made from environmentally friendly paper which comply with minimum 1 of 3 criteria bellow:	1
	a. From recycle or renewable sources	
	b. LEI or FSC certified	
	c. Material or product with environmental management system production process	
Scope: paper product that has a function as shopping bags, cardboard, paper towels, paper based food and drink utensil, paper for stationery		
2	Use all the products made from environmentally friendly plastic which comply with minimum 1 of 3 criteria bellow:	1
	a. From recycle or renewable source	
	b. LEI or FSC certified	
	c. Easily degradeable product	
Scope: plastic product that has a function as shopping bags, cardboard, plastic based food and drink utensil.		
SUB TOTAL		28

Indoor Health and Comfort			28%
IHC P	NO SMOKING CAMPAIGN		
Aim			
	To reduce indoor air pollution from cigarette smoke sources that will affect the health of the user, and to maintain the air quality within tenant area.		
Benchmark			
1A	The availability of a written statement encompassing commitment and approval from top/executive management to make the area smoking-free and not permitting any smoking room in all tenant area.	P	P
1B	No-smoking campaigns, signage to encompass the negative impact of smoking on smokers and the environment, using: stickers, posters, e-mail.	P	
IHC 1	OUTDOOR AIR INTRODUCTION		
Aim			
	To maintain indoor air circulation and improve air quality by implementing outdoor air introduction		
Benchmark			
	Design showing minimum outdoor air introduction potential as stated in ASHRAE Standard 62.1-2007 of Ventilation for Acceptable Indoor Air Quality	1	1
IHC 2	CO2 MONITORING		
Aim			
	To monitor CO2 concentration in avoiding fresh air shortage to maintain health and the productivity of tenant user		
Benchmark			
1A	For a room with a high density (such as: ballroom / multipurpose room, meeting rooms, supermarkets / supermarket) equipped with a gas sensor installation of CO2, so that indoor CO2 concentration is below than 1,000 ppm. Sensors placed in the return air duct or 1.5 m above the floor near the water return grille	1	2
	or,		
1B	All rooms are equipped with a gas sensor installation of CO2, so that indoor CO2 concentration is below than 1,000 ppm. Sensors placed in the return air duct or 1.5 m above the floor near the water return grille	2	
IHC 3	CHEMICAL POLLUTANT		
Aim			
	To reduce indoor air pollution from hazardous material to maintain health and productivity of tenant user		
Benchmark			
1	Minimum 75% of ceiling use low volatile organic compound (VOC) and formaldehyde material and comply with standard.	2	9
2	Minimum 75% of interior wall use low volatile organic compound (VOC) and formaldehyde material and comply with standard.	2	

3	100% of interior floor use low volatile organic compound (VOC) and formaldehyde material and comply with standard.	2	
4	Minimum 75% of loose furniture use low volatile organic compound (VOC) and formaldehyde material and comply with standard.	2	
5	Not using materials which contain asbestos	1	
IHC 4	INDOOR POLLUTANT SOURCE CONTROL		
If the tenant management do not have control towards exterior access, then the credit becomes “not available”.			
Aim			
	To prevent and control indoor pollutant sources in maintaining health of tenant user		
Benchmark			
1	Provide a preventive system to the particle / outdoor pollutants from entering through the door as the main route used regularly by the user, with a minimum width of 1.2 meters, and must be equipped with sanitary maintenance schedule plan for the prevention system.	1	2
2	Separate certain rooms from the main room, use the barrier / partition and an automatic door, equipped with exhaust systems directly discharged out of the room and not mixed with the air duct (return air) in the main room.	1	
	Note: Scope of certain rooms include: photocopy room, printing, janitor and kitchen (regular use)		
IHC 5	BIOLOGICAL POLLUTANT		
If the tenant management do not have a control over the air system, or the air system is relatively new; then the credit become “not available”.			
Aim			
	To reduce risk from indoor air biological pollutant to maintain health of tenant user		
Benchmark			
	Showed that all air supply channel access for ventilation and air conditioning system was cleaned from dust, dirt, and mold before being occupied (after fit-out construction is complete).	1	1
IHC 6	VISUAL COMFORT		
Aim			
	To promote the provision of good quality lighting within the workplace to increase tenant productivity and comfort		
Benchmark			
1	Use lighting system with illumination in accordance to SNI 03-6197-2000 of Energy Conservation in Lighting System.	1	3
2	Provide individual reachable lighting settings (switch)of at least 90% of individuals, and or provide a lighting control system on multi-occupant room/area for all users	1	

3	Provide integrated automatic curtains/blind to natural lighting control system	1	
IHC 7 Outside View and Daylight			
Aim			
	To provide connection between outdoor and indoor area to get the outside view and daylight for indoor, thus increase user comfort and productivity		
Benchmark			
1	75% floor area used is directed horizontally to outside view, restricted with transparent wall and if drawn a straight line, then the transparent wall with a lower threshold is at maximum of 0.90 m above the floor.	1	2
2	Optimal use of natural light to reach at least 75% of floor area used to get natural light intensity of at least 300 lux.	1	
IHC 8 THERMAL COMFORT			
Aim			
	To maintain the comfort of stabilized conditioned room temperature to improve user productivity.		
Benchmark			
1	Plotting and set up the conditioned room temperature in general, ie at a temperature of 25°C ± 1°C and relative humidity of 60% ± 10%.	1	2
2	Provide individual air temperature control system for the convenience of room temperature in all multi-residential rooms in accordance with the needs and preferences of each group of users.	1	
3	Use individual spot cooling.	2 (bonus)	
IHC 9 ACOUSTIC LEVEL			
Aim			
	To keep the noise level in the room at the optimal level.		
Benchmark			
	The noise level at 90% of the area used is not more than, or in accordance with SNI 03-6386-2000, of Specification of noise level and buzz time in Building and Housing (the recommended design criteria).	1	1
IHC 10 INTERIOR PLANTS			
Aim			
	To improve indoor environment quality and user productivity by using indoor plants.		
Benchmark			
1	Positioning the indoor plants with the following requirements:	2	2
	a. Selected plants should be based on the indoor plants criteria.		
	b. Creating an indoor plant maintenance plan for at least 3 years and ensured that the plant is used in a healthy condition, not become sources for disease, and not interfere with the user circulation path		
	c. Total area of the plant canopy minimum 2% of total area used.		

IHC 11		PEST MANAGEMENT		
Aim				
	To prevent pest within the area, to prevent damage to user health and comfort.			
Benchmark				
1	Having and applying pest management, in a form of Standard Operating Procedures (SOPs) report for pest control on a regular basis with the principle: right ingredients, right dose / concentration, proper tools, precise time and applicator.	1		1
IHC 12		ROOM OCCUPANT SURVEY		
Aim				
	To measure user comfort in a room through a standardized survey, conducted to obtain information on how a building design influencing the room operating system.			
Benchmark				
1	Conduct a user comfort survey, no later than 6 months after construction work is completed. Issues to be covered: air temperature, room cleanliness, lighting levels, glare and noise levels.	1		3
2A	If the survey result states 60% of the total users are comfortable.	1		
	or,			
2B	If the survey result states 80% of the total users are comfortable.	2		
		SUB TOTAL		29

Building Environmental Management			12%
BEM P	GREEN TRAINING		
Aim			
	To establish policies regarding the implementation and training efforts to conserve resources and user health (public health) within the operations phase.		
Benchmark			
	Plan a training or have conducted training(s) for at least 50% of the total employees within the scope of behaviour changing, conserving resources and health issues.	P	P
BEM 1	GA/GP AS A MEMBER OF PROJECT TEAM		
Aim			
	To give direction(s) to the users in relation to green aspects, since the early phases of planning to the operational phase of project.		
Benchmark			
1	Conduct an educational series of green building issues, guided by minimum of one GA.	1	3
2	Involving certified and qualified GREENSHIP Professionals (GPs), since the planning phase and / or operational phases.	2	
BEM 2	GREEN FIT OUT ACTIVITY		
Aim			
	To urge sustainable and environmentally friendly construction activities		
Benchmark			
1	Compare at least once, the current IS performance with design intent.	2	5
2	Use ISO 14001 certified contractor or those who have implement Health, Safety, and Environment (HSE) program with a supervisor.	3	
	or,		
3A	Use a contractor who has a waste management system during construction or post construction, in terms of cleaning, sorting or manage the waste by coordinating with a third party.	1	
3B	Use a contractor who has a noise control system and air quality management during construction and post construction phase.	1	
3C	Use a contractor who provides an environmentally friendly sanitation facility during construction and post construction phase.	1	
BEM 3	INVENTION		
Aim			
	To promote and encourage invention in technology and management applications which can support green building objectives.		
Benchmark			
1	Demonstrate the physical invention, in terms of technology which can improve the quality of interior space quantitatively, so as to increase the efficiency of existing strategies using other than stated GREENSHIP IS criteria(s)	2	4

2	Demonstrate the invention, in terms of management approach using other than stated GREENSHIP IS criteria(s)	2	
BEM 4	GREEN ACTIVITIES		
Aim			
	To increase environmental awareness of employees.		
Benchmark			
	Having a routine activity at least once a month in attempt to introduce or increase the environmental awareness of employees. Activities conducted are based on mutual agreement of all employees.	2	2 (bonus)
	SUB TOTAL		12
	Total Maximum Point		103