



LET'S WORK TOGETHER TO Save Energy, Water & Waste!



Use natural light and turn off unneeded lights and use single desk lamps.



Turn off equipment, computers, printers, TVs, power strips and lights when leaving office



Use sleep mode, disable screen savers and use power saving mode.



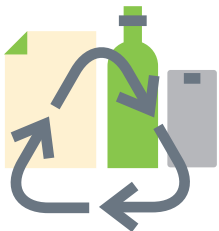
Make sure taps are turned off completely and alert building maintenance of water leaks.



Turn off water when soaping up hands. You can save up to 2 gallons per minute!



Avoid using garbage disposal in sink and only run dishwashers when completely full.



Recycle empty plastic, glass, clean paper and cardboard and safely recycle e-waste.



Hold paper-less meetings and set printers to use both sides of recycled paper.



Use reusable mugs, bottles, cups, dishes and utensils and avoid single-use plastics.