HOW TO BE ECO-FRIENDLY AT WORK

GENERAL TIPS

SIMPLE STEPS WITH HUGE IMPACT

CONSERVE PAPER

GO DIGITAL

Go green by going digital! Rather than printing everything, encourage digital copies. If it needs to be printed, then double-sided and grayscale is a good way to go.

REDUCE YOUR WASTE

MAKE IT A HABIT TO RECYCLE TOO

Bring in your own reusable coffee tumbler and water bottle instead of using the office disposable cups. Encourage your office to use a water filter rather than plastic bottled water!

SAVE AND MAXIMIZE ENERGY

USE ENERGY-SAVING APPLIANCES

Learn about your building's LEED standards. Turn off the lights, TVs, and computers at the office if you're not using them. Maximize your utility at the office by minimizing the energy you use.

STAND UP AND GET INVOLVED

VOICE YOUR CONCERNS

Your voice matters at your company, so speak up about reducing waste and being more eco-friendly in the office! Start an initiative.

TRAVEL GREEN

LESS POLLUTION, MORE BENEFITS

Take public transit, walk, or bike to work. Arrange a carpool system with your coworkers! Many companies offer carpooling, public transit benefits, or electric car parking privileges, so check them out!

TRAVEL LESS

PLAN(E) YOUR EXCURSIONS

Be attentive to travel at your job. Flying produces 53 pounds of CO_2 per mile, so if your job requires frequent travel, be mindful of the number of trips you're taking.