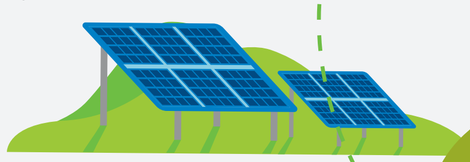
GFA CONSULTING GROUP

WAYS TO GREEN YOUR OFFICE SPACE

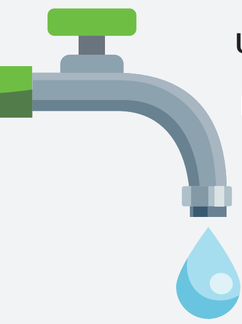
1 Reduce traffic
Use as much public transport as possible, coordinate for sharing vehicles, use carpooling and cycle to work whenever possible

2 Save energy
Turn off the light of computers and other electronic applications when not in use. Be aware that streaming and data storage also costs energy and produces CO_2 emissions

3 Use green energy
If available, use solar, wind or hydro power



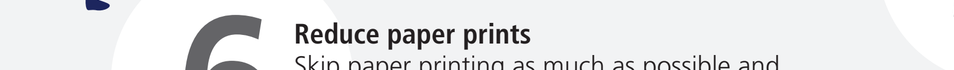
4 Manage your air condition efficiently
The temperature difference between outside temperature and office temperature should not exceed six degrees Celsius and not be cooled below 21 degrees



5 Use your own reusable water bottle
Avoid plastic-bottled water and drink boiled water and infusions (instead of soft drinks) in reusable tableware

6 Reduce paper prints
Skip paper printing as much as possible and use eco-friendly paper where possible

7 Reduce plastic waste
Avoid plastic packaging, reuse and recycle whenever possible and support waste separation in your office



8 Use eco-friendly cleaning products
Bio-degradable cleaning products don´t pollute air and water

9 Reduce carbon footprint
Use fossil-based energy efficiently (vehicles, flights) and establish rules for sustainable event management (reusable dishes, local foods, small meat proportion, little waste)

10 Reduce water consumption
Check for leaks of water taps or toilets, collect water in rain barrels and use it for non-potable uses (plant watering, toilet flushing or car washing etc.)

11 Go green at lunchtime
Avoid disposable crockery and cutlery, eat a healthy and sustainable diet and drink safe water and healthy beverages

12 Green your office
Having plants in our office helps to purify the air and contributes to everybody's well-being

13 Spread the word
Learn about carbon and water footprint and communicate about the importance to take care of the environment and to reduce climate change

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