

# FOOD FOR THOUGHT

**Change to reusable dishes and flatware** in the office kitchen.

A single person's disposable dishware can add up to **100 pounds of trash** per year.




# CONSIDER COMPOSTING

If the **21.5 million tons of food waste** generated yearly was composted, the reduction in greenhouse gas emissions would equal taking **2 million cars off the road.**

# UNPLUG IT

**Remove your phone charger** from the power point when not in use, as it **continues to consume up to 40%** of the current used to charge your phone.



# PRINT SMARTER

**Or not at all!** The average U.S. office worker can use **10,000 pieces of copy paper per year.** To reduce your number, print two-sided whenever possible.

# TURN OFF THE FAUCET

Turn off the tap when brushing your teeth or shaving and save **3,000 gallons of water** per year.

# LET THE SUN SHINE IN

**Not only is natural daylight** a free source of lighting for the office, it has been proven to **improve worker productivity and satisfaction.**

# RECYCLE

**Recycling one ton of paper** saves **20 trees**, **7,000 gallons** of water, **60 pounds** of air pollutants and saves enough energy to power the **average home for six months.**

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