

Taking Action

What You Can Do - At Work

Visit the [Green Grants and Rebates](#) page for SAVINGS!

Reduce single-occupant vehicle trips to and from work and consider alternatives.

- Take public transit, ride your bike, carpool or walk. Leave the car at home and walk to/from the bus.
- Taking alternative transportation rather than your car to work, just once a week and you will reduce your air emissions by up to 20%.
- Think ahead and reduce the number of trips you make by "trip chaining." Combine your errands, shopping and other activities, and you'll save fuel and time.
- Provide employees an opportunity to save money and improve their health and well-being by helping encourage employee trip-reduction programs.

Keep your vehicle engine tuned, wheels aligned and tires properly inflated.

- A well-maintained vehicle can save you up to \$384* in fuel and avoid emitting 744 kg of harmful greenhouse gases each year.* based on 90 cents per litre

Be energy efficient and consumption smart

- Print on both sides of the paper
- If you need to track department costs, use the machine for totals don't print out a face page stating who printed the document
- Turn out all unnecessary lights and make sure all lights are off when you leave the office at the end of the day
- Make sure electronic thermostats are set low for evenings and weekends

Maintain or upgrade building equipment

- Proper maintenance and upgrading of equipment, such as heating and ventilation systems, motors and compressed air systems, can yield dramatic energy and cost savings, increased process efficiency and improved air quality for the community.

Start or improve your recycling program

- Recycling makes good business sense and improves your company's image. Recycling saves money by reducing the size and number of garbage containers you use or the frequency of pick-up

Put policies and practices into place

- Once you've successfully implemented eco-efficient policies and procedures, be sure to monitor and measure them by including them in your corporate management system.