Top tips for SAVING ENERGY IN YOUR OFFICE

Reducing energy consumption protects the environment saves money & can improve working conditions

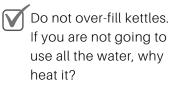
TURN IT OFF, **OFF!**

🟹 Turn off PCs, monitors and communal equipment at the end of the day. Not just energy saving mode!

SWITCH OFF & SAVE

Switch lights off in unoccupied rooms. It's always cheaper to switch off lights no matter how short the time period.

ONE CUP OR TEN?



REAL AIR V AIR CON

> Before you run your cooling system, consider if your office could be sufficiently cooled by opening doors and windows.

LIGHT WHAT'S NEEDED

Only switch on the lights that you need rather than the whole floor area.

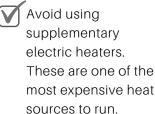
FENG SHUI YOUR SPACE

Lay out your office to make best use of natural light

KEEP HEATERS CLEAR

Vour office will heat up more efficiently if heaters and radiators are kept clear.

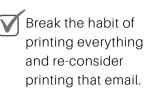
COSTLY HEAT SOURCE



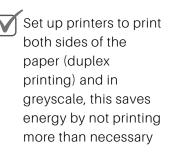
DON'T HEAT THE WORLD

Try not to heat a room if the windows or doors are open. You are asking your system to heat the entire planet!

RETHINK & SAVE INK



PRINT ON TWO SIDES



LAST ONE OUT

Ensure cleaning & security staff turn off the lights and heating when they are finished.

HSE Estates Energy Bureau

www.hse.ie/sustainability