

Living Green—Tips for Conservation

- Don't let the water run when brushing your teeth
- Use a timer for taking showers
- When waiting for water to heat up, collect it and save it to water the plants
- Use a power strip for appliances and office equipment and turn off when not in use
- Unplug battery chargers when the batteries are fully charged or the chargers are not in use
- Turn off lights when exiting a room, office, or conference room
- Air dry clothes instead of using a dryer
- Wash only full loads of dishes and clothes
- Set thermostat as low as possible in the winter and as high as possible in the summer
- Clean filters and furnaces once a month, or as needed
- Clean warm-air registers, baseboard heaters, and radiators as needed; make sure they're not blocked by furniture, carpeting, or drapes
- Turn off kitchen, bath, and other exhaust fans within 20 minutes after you are done cooking or bathing
- During the heating season, keep the draperies and shades on your south-facing windows open during the day to allow the sunlight to enter the home
- In warmer climates, close curtains and blinds on south- and west-facing windows during the day
- Keep all south-facing glass clean
- Don't place lamps or TV sets near your air-conditioning thermostat
- Close curtains and blinds at night; open them during the day
- Place the faucet lever on the kitchen or break room sink in the cold position when using small amounts of water; placing the lever in the hot position uses energy to heat the water even though it may never reach the faucet
- Use a covered kettle or pan to boil water, it's faster and uses less energy
- Recycle!
- Use old office paper as scratch paper
- Turn off computers, and the power strips they are plugged into, every night
- Make sure monitors are set to go into "sleep mode" within 15 minutes of suspended usage

- Unplug small appliances that are used infrequently to avoid electricity "bleed"
- Make it your policy to purchase recycled office supplies
- Consider low-carbon furniture (recycled wood, also known as reclaimed wood, minimizes carbon emissions)
- Pack lunch in recyclable or reusable bags

Many suggestions taken from U.S. Department of Energy, Energy Efficiency and Renewable Energy, Energy Savers Tips on Saving Energy & Money at Home, www1.eere.energy.gov/consumer/tips/

REFERENCES

National Organizations

- » U.S. Green Building Council, www.usgbc.org
- » U.S. Green Building Council State Chapters, www.usgbc.org/chapters
- » National Association of Home Builders, www.nahb.org
- » American Society of Interior Designers, www.asid.org

State-Specific Information at Federal Government Web sites

- » US Department of Energy - Energy Efficiency and Renewable Energy by state <http://apps1.eere.energy.gov/states>
- » U.S. Department of Energy - Incentives and Laws by state, www.eere.energy.gov/afdc/progs/state
- » Environmental Protection Agency's Laws, Regulations, Guidance, and Dockets by state, www.epa.gov/regulations/states
- » U.S. Department of Energy by state, www.energy.gov

State References