



What simple, concrete actions can I take in my everyday work to help protect the natural environment?

By asking yourself the right questions:



How can I reduce the unnecessary consumption of electricity?

- I switch off the light in my office or meeting room.
- I turn off my computer, printer and/or electronic devices.
- I follow the supplier's advice to make optimal use of my equipment.
- I take the stairs instead of the lift whenever possible.

How can I use less fuel?

- I find out the routes and times of public transport, and try to use it more often.
- I organize conference calls to avoid unnecessary travelling.
- I promote carpooling instead of travelling alone in my car.
- I drive in a way that optimizes my fuel consumption.



How can I use less paper?

- I archive my files digitally.
- I optimize the layout of my documents to reduce the number of pages.
- I keep the number of illustrations to a minimum and print in black & white.
- I ensure I print 2 pages on each sheet, and print on both sides of the paper.
- I make sure that a sheet of paper has been printed on both sides before recycling it.

How can I reduce my consumption of raw materials?

- I limit my orders for new equipment or supplies.
- Before placing an order for equipment or supplies, I check to see whether I already have some in stock or whether I can borrow from a colleague.
- I inform the relevant person if I discover any leaking pipes or taps, and if I see any lights or equipment left on for no good reason.



How can I recover and recycle my waste?

- I comply with the guidelines for sorting waste where I work.
- I return my empty printer cartridge to the relevant person.

For further details, and to consult the good practises sheets: Ecoreflex section in Globe

Should you have any questions or suggestions, please drop us a line at: ecoreflex@jcdecaux.fr