

Top 5 things you can do in your workplace

75^{by}35
Cut emissions by 75% by 2035



Energy

Heating, ventilation and air conditioning (HVAC) systems can account for as much as **50% of energy use in your office space.**

- Switch to a renewable power company. See the [Green Electricity Guide](#) for rankings.
- Use LED lightbulbs. It will also [reduce your power bill](#).
- Switch to a reverse cycle AC unit.
- Deploy laptops over desktops, they use less power.



Transport

Encourage employees to use public transport and coordinate car-pooling.

- Offer staff inducements to buy an e-bike or bike.
- Make your fleet of cars electric.
- Replace air travel with virtual meetings and online training.
- Incorporate work-from-home days to reduce travel and office heating and air conditioning.
- Rethink the need for office space.



Partners and Suppliers

From web hosting to water and toilet paper, the suppliers you choose can help create a more sustainable workspace.

- Buy recycled paper, toilet paper and refillable printer cartridges.
- Investigate green shipping options.
- Review your packaging, could it be recyclable?



Waste

Analyse your business processes and activities and pinpoint where waste can be better managed. Could you support the circular economy?

- Install a recycling station for staff waste.
- Replace plastic drink bottles with a water fountain.
- Recycle old tech and phones.



Money

Your staff may ask you to recommend their super fund. Suggest one that invests in a better future. Not fossil fuels.

- Recommend superfunds that don't invest in oil or gas. Lobby your industry fund to do the same. [See how your fund stacks up](#)
- Bank with a company that does not invest in fossil fuels.

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