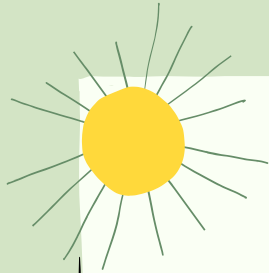


SUSTAINABILITY SOLUTIONS



WAYS YOU CAN CONTRIBUTE TO A MORE ECO-FRIENDLY ENVIRONMENT

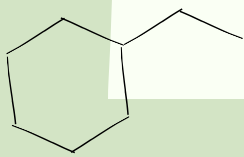


MIXED PAPER PRODUCTS

- Paper and cardboard—devoid of any spills—can be recycled around five to seven times before it degrades in quality
- Reduce amount of printing by saving and sending documents electronically
- Buy recycled paper
- Use chlorine-free paper
- Eliminate unnecessary mail-in subscriptions

FOOD SCRAPS

- Be realistic during your trip to the grocery store, and embrace eating the scraps and leftovers
- Use compostable to-go boxes or reusable Tupperware when packing your lunch
- Turn spoiled food into fertilizer for houseplants, flowers, and vegetable gardens



PLASTICS



- Check for plastics branded with a '1' or labeled "PETE"—this type of plastic is fully recyclable
- Rinse out any food residue and dry the items before placing them in your bin or office dumpster
- Refrain from using plastic cups or utensils—instead, use reusable cups, plates, bowls, or utensils

GENERAL WASTE

- Use ceramic or aluminum coffee mugs or glass cups throughout your day
- Only use a feasible amount of products—don't grab more than what you will actually use
- Don't throw away napkins or utensils you don't intend to use
- Make sure to dispose of only empty, clean, and dry recyclable product into recycling bins

E-WASTE

- Organize mail-in collections or store drop-offs
- Reuse, donate or sell equipment
- Find an e-waste recycler who is officially certified by the Basel Action Network (BAN)

Information source

<https://www.roadrunnerwm.com/blog/office-worker-waste-generation>

