REAPS
RECYCLING & ENVIRONMENTAL ACTION PLANNING SOCIETY

Greening Your Office

...one tip at a time!

We care about the environment and we know you do too. Your office is a great place to make little changes that make a big difference. Here are some ideas to help you do just that. Provided monthly by R.E.A.P.S., we hope they inspire you to create change!

GREEN TIP #199 **November 2026**

OFFICE EFFICIENCY

A more efficient office saves energy; Let your ideas work hard, not your appliances.

How to Improve your Offices Efficiency

Automate your office - Smart Lighting, Smart Heating, and Surge Protector Power Strips to reduce energy usage

Reduce Paper Waste - Print double-sided, reuse scrap paper, use digital documents, and use recycled paper

Smart Office Supplies - refillable pens, reusable mugs, and Staple-free Staplers

Quick Facts

Office Electronics - account for up to 30 % of workplace energy use

Paper waste - average office worker uses 10,000 sheets of paper

Lighting - makes up nearluy 40% of office electricity consumption



Do you have any questions or suggestions? Call or email us at green_solutions@reaps.org!

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