01

Turn off lights and electronics when you leave for the day, and when not in use.

02

Avoid artificial air fresheners- use baking soda to naturally absorb smells.

03

Avoid using single-use plastics- invest in reusable products and recycle when possible.

04

Avoid using individual space heaters- close office blinds and windows at night and during cold weather to reduce energy loss.
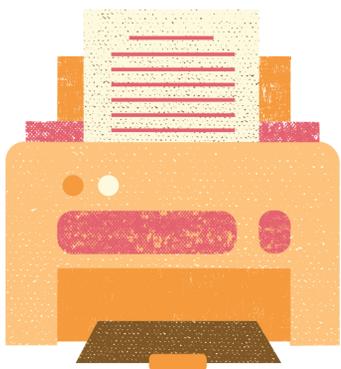
05

Give preference to paper-based office supplies that are FSC-certified with post-consumer recycled content.

A GREEN OFFICE IS A HAPPY OFFICE. MAKE THE CHANGE WITH US TODAY!

10 green tips to make your space and planet the happiest it can be.

06

Utilize double-sided printing and copying, and activate sleep mode after 5 minutes on office printers and copiers.

07

Fill your space with office-friendly plants to promote stress reduction and improve air quality.

08

Before making major purchases, check with Consolidated Services for items in surplus stock.

09

Be aware of proper recycling practices on campus and compost when possible.

10

Properly recycle batteries, small electronics, and ink catridges with the Facilities Department.

Sustainability
UNIVERSITY OF SOUTH CAROLINA