



Saving Power at Work - *Work Stations & Kitchens*

AT YOUR DESK:

Things like computers, monitors and other computing equipment left in stand-by mode over-night are still consuming energy if they are not turned off at the wall. Stand-by power often makes up 10% of the office's energy bill, but should make up 0%.



TIPS

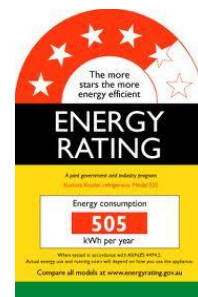
- Use an *Eco-Switch* (which you can purchase from COOLmob) or a switchable power board at each work station to eliminate all stand-by power. These connect/disconnect all appliances at once from power sources.
- Set your computer and printing equipment to power saving mode and ensure they are all switched off at night and the weekends.
- When you leave your desk turn off the lights and fans (even if you are only leaving for a short while). It is a **myth** that it takes more energy to turn these on again, even if leaving the room for a few minutes.
- Consider using a desk lamp if you need extra lighting.



IN THE KITCHEN:

It is everyone's responsibility to save power in the kitchen. Here are some tips on how:

- Put a timer on hot water boilers and water coolers so they turn off every night and at the weekends. If staff numbers are low consider turning them off completely. Always SWITCH OFF the boilers and coolers at the wall during holiday times.
- Assess the size and efficiency of the office fridge/s. When purchasing new fridges (and other kitchen appliances) always purchase energy efficient ones. The more stars it has the less energy it uses.
- Try to limit the number of fridges to 1 and ensure the seals are intact and clean. Ensure it is not too close to the wall as it needs circulation around all sides.
- If there are mixer-taps, always ensure that they are in the 'cold' position, not in the middle where it uses some hot water.
- Turn off your hot water system if it is not really needed and over holiday periods. Adjust the thermostat on the electric hot water system to 60°C. If the dial is inaccessible a plumber can adjust this for you. This can save up to 5kWh per day (depending on the number of staff).
- If you have a solar hot water system, ensure that the booster switch is OFF.



WANT MORE INFORMATION?

Contact COOLmob on 8981 2532 or visit www.coolmob.org