

Energy Conservation in the Workplace

Sustainable Living

www.pinellascountyextension.org

Energy conservation in the work place has become very important due to the increasing cost of energy and the environmental impacts, such as climate change, from energy production. Nationally, office equipment accounts for up to 10 percent of electricity use in commercial buildings. Pinellas County Government is working under a policy implemented in 2008 to reduce electrical power consumption by 18% over the next six years. Here are the biggest energy-consumers in an office:

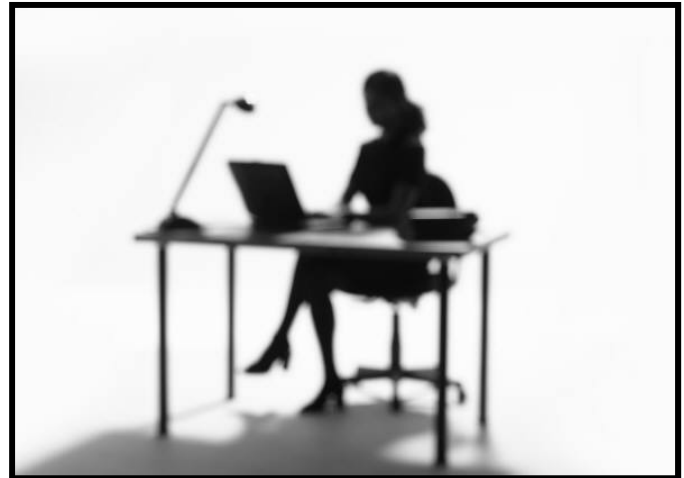
Computers and monitors are a source of a great amount of energy use. Using power management settings on both your monitor and computer can save \$40 per person per year. Purchase only Energy Star certified computers and other electronic devices for added savings.

To be most energy efficient, your computer should be shut down if not going to be used for more than two hours, and put into standby or hibernate after 30-60 minutes of inactivity. Use a power strip to turn off power to all electronics at the end of the day.

Copy machines should be set to go into sleep or rest during times of inactivity and shut off at the end of the day.

Using a power strip or unplugging electronic devices such as battery chargers when not in use prevents energy waste commonly called "phantom power" that prepares these devices to turn on rapidly. Unplug devices such as battery chargers when they are not in use. Turn off all power at the end of each day to printers and monitors.

Install occupancy sensors in offices to automatically turn off lights when you leave the office. These affordable devices are easy to install. Natural light should be used when available and use desk lamps to reduce the need for overhead



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lighting. Utilize the most energy efficient light sources, such as compact fluorescent lights (CFL). CFLs use 75% less energy.

Turn off lights in closets, copy rooms, and kitchens when not needed. Shut lights off at the end of the workday and on weekends. Don't forget to turn off lights in public spaces (hallways, bathrooms, etc.) at the end of the day.

Resources:

EPA [Energy Star Office Equipment](http://www.energystar.gov) (www.energystar.gov)

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