

Eco Code

Waste	
Eco Code	We will prevent, reduce, repair, reuse and recycle to minimise waste wherever possible
Action	<ul style="list-style-type: none"> Recycle all materials used, including paper, glass and plastic
Transport	
Eco Code	Encourage more environmentally friendly ways to travel
Action	<ul style="list-style-type: none"> Reduce need for travel where possible through the use of ICT Utilise, promote and enhance public transport and cycle routes Use Videoconference and Teleconference Promote car sharing wherever possible
Purchasing	
Eco Code	We will buy products and materials that do not harm the environment when they are made or used
Action	<ul style="list-style-type: none"> Purchase reused/recycled products wherever possible Adhere to our institutions sustainable procurement procedures
Water	
Eco Code	We will save water wherever possible.
Action	<ul style="list-style-type: none"> Turn off taps whenever not in use; Report any water wastage, e.g. dripping taps Don't overfill the kettle
Energy	
Eco Code	We will reduce our energy consumption
Action	<p>We will:</p> <ul style="list-style-type: none"> Turn off/down all heating/lighting when not needed Close all doors/windows in winter Turn off electrical equipment when appropriate Use the stairs instead of the lift
Raising Awareness	
Eco Code	We will inform all our visitors and the general public about how we are looking after our environment
Action	<ul style="list-style-type: none"> Place this notice in a prominent position in the offices