



Marietta is committed to collaborating with our partners to work, behave and live in a way that is environmentally responsible. Here are some suggestions that we can all use to lessen our impact on the environment.

Spring Cleaning

Throw Out Some Old Habits While Doing Your Spring Cleaning This Year!

Read, share, and adopt some of these new habits that will help lighten your impact on the environment.

The United States is 5% of the world's population but we're consuming 30% of the world's resources and creating 30% of the waste.

Try these tips to cut down on your plastic, water, paper and energy consumption at the office and around the house - we promise you won't miss it.

Less Plastic Consumption

Re-use the plastic bags you already have:

- Old bags make great in-car trash containers.
- Use them as shoe protectors in the garden.
- Re-use them to clean up kitty litter, or to pick up dog droppings when walking your pet.
- Use them in your smaller waste bins around the house.
- Fill a few with shredded paper and tie them off for cheap, reusable packing materials. They're also a handy way to maintain the shape of your favorite tote or purse.
- Cut a slit in your bags and use them to protect clothes from dust, moths, and other pests.
- Take them with you for easy disposal of diapers.

Less Water Consumption

In the washing machine:

Using cold water instead of warm cuts down on energy use by 90% AND using cold water is often better for your clothes.

In the bottle:

Buy a water filter and drink water from the tap in a reusable bottle – that's where 40% of all bottled water comes from anyway. The average American drinks 22.6 gallons of bottled water a year. Making all that plastic releases over four pounds of carbon dioxide per person and consumes a surprising amount of petroleum (.005 barrels, or nearly a quart of oil per person).

Less Paper Consumption

Monitoring the mail you receive is a great way to cut down your clutter. You'll have less to dispose of, you'll feel less overwhelmed, and you'll take a step towards helping to save our environment. Call and cancel frivolous subscriptions. Take control!

- More than **100 million trees** are destroyed each year to produce junk mail. 42% of timber harvested nationwide becomes pulpwood for paper.
- The energy used to produce and dispose of junk mail exceeds **2.8 million cars**.
- About **28 billion gallons of water** are wasted to produce and recycle junk each year.
- You waste about **70 hours** a year dealing with junk mail.

Clean up your office by employing and encouraging some of these money-saving practices:

- Copy on both sides of the paper**. This is especially efficient for internal documents and drafts.
- Reduce documents to fit two pages onto one**. Use for circulating rough drafts or file copies of documents.
- Use lighter weight paper**. Lighter paper requires less energy and fewer raw materials when it's manufactured.
- Consider purchasing ecoEnvelopes**. These envelopes were recently approved by the United States Postal Service and can cut your mail costs 15% to 45% -- by eliminating the need to print, store, handle, insert, track and include a separate reply envelope. Reusable envelopes send an important message that you care about the environment. Learn more: www.ecoenvelopes.com
- Use your e-mail and other tech-savvy alternatives whenever possible**. Instead of printing out e-mails, organize the folders in your inbox for good record keeping and easy access.

Less Energy Consumption:

Temperature Control. Two degrees on your thermostat - turning the AC 2° higher in the summer and the furnace 2° lower in the winter - can save 350 pounds of CO2 a year. Add additional savings by turning down the temperature of your water heater to 120° or lower.

Program your Thermostat. Being able to turn down the heat or AC for large chunks of time, such as at night or while at work, can make a difference in your overall energy consumption. You can get a programmable thermostat for most systems. Also consider turning off the heat to rooms that are not heavily used.

Travel Smart. If you aren't up for a new car you can still reduce pollution. Organize carpools to get to work or events. Every passenger in your carpool means one fewer car on the road. Plan your driving to reduce the total number of trips, and walk or bike to local stores if you can.

Don't place **lamps or TV sets** near your air conditioning thermostat. The thermostat senses heat from these appliances.

Inspect, clean, or change **air filters** once a month in your AC. A dirty air filter can lead not only to less efficiency, but can shorten the life of a unit.

Encourage your co-workers!

Environmental Awards - Recognize the achievements of outstanding employees, facilities, and others who have demonstrated superior conservation performance.

Circulate the air - Wherever possible, select offices which have windows that open - and crack them open every now and then! And make sure that copying machines and other equipment are located in rooms that are properly ventilated.

Create a Green Team - Assemble a team of co-workers to conduct an energy audit at your workplace. Look for lights and equipment needlessly left on, inefficient thermostat settings, and other energy-wasters. Make recommendations for improvements that will save energy and money.

Recycle!

-**Recycle right**. If you have street recycling make sure to recycle only items your program accepts. Check with your city or county to see what can go in the bin.

-**Check out www.earth911.org** to learn about other items you can recycle in your area. Find recycling centers for different kinds of plastics as well as items like batteries and electronics. To donate printer cartridges or cell phones visit www.earthshare.org.