

Reduction in Energy Use

Select all that apply:

We have visual reminders such as stickers or signs near office appliances and electronics (coffee makers, printers, computers, etc.) reminding staff to unplug them when not in use

We have stickers and prompts on light switches, and next to exits reminding people to turn off the lights

Not applicable

What are the power-down settings for staff computers? Select all that apply:*

Most staff computers are not set to use power-saving modes

Most staff computers are set to go into stand-by mode after 10 minutes and to hibernate after 15 minutes

All staff computers are set to go into stand-by mode after 10 minutes and to hibernate after 15 minutes

Not applicable

Select all that apply:*

Most electronics are individually plugged in and are rarely turned off

We connect electronics and appliances to power-strips so that it is easier to turn them off

We turn off power bars at the end of each day

We make an effort to turn off all electronics and appliances that are not already plugged into a power bar at the end of the day

We have an office program to ensure that all lights and office equipment is turn off when the office is not occupied (e.g. weeknights, weekends, etc.)

Not applicable

We have an office program to ensure that all lights and office equipment is turn off when the office is not occupied (e.g. weeknights, weekends, etc.)*

Yes

No

Most of our office have...*

Incandescent bulbs

CFL (compact fluorescent lamp) bulbs

LED bulbs

All the energy related strategies listed above are reinforced by our office culture that reduces our collective energy use.*

No

Yes

Not applicable

BONUS: We have performed or implemented an energy reduction related action that is not mentioned here but we believe deserves recognition.

No

Yes

If yes, please feel free to describe your additional office initiatives.

This form is part of the complete Green Offices certification toolkit.
The full form can be found at uoft.me/greenoffice.
For more information please contact sustainability@utoronto.ca.