Eco-gestures
@Work

WHAT	GOOD PRACTICES to follow & encourage within your companies and with your employees	WHAT THE PARK IS DOING / OFFERING
DAILY LIFE	**Food and Drink** • Local and vegetarian menus* • No packaging or bulk products • Reusable tableware, cup, mug and water bottle (no more single-use containers) **In the office** • Implement ecological criterias in your purchasing decisions* • Ask the cleaning company to use natural or eco-labelled products • Print double-sided, 2 slides per page, in black & whote and only if necessary. Prefer thin fonts. • Water the plants with unused water	• ReCircle box proposed at Puur and in every restaurants on the Campus • Vegetarian day once a week at all campus' restaurants
WASTE	• Promote upcycling, second-hand products and recycling* • Eliminate individual waste bins (to encourage recycling and reduce maintenance costs) • Install draft bins next to printers and encourage the reuse of drafts for writing or printing	• Too good to go partnership to reduce food waste @Puur • Recycling solutions for glass, paper, cardboard, coffee capsules, PET,... see map on page 3 • EPFL Inno Park App "Give, Rent, Buy & Sell"
ENERGY OPTIMISATION	• Close blinds on hot days to keep the building cool • Ventilate once a day during cooler hours in summer • Close doors in winter to keep offices warm • Switch off the lights and bring in natural light • Unplug your devices when they are charged and unplug the charger (a charger consumes energy even if it is not connected to your device!)	• Lighting systems with LED bulbs • The Park's electricity is currently 50% hydroelectric and 50% photovoltaic in buildings A, B, C, D & L. Other buildings are supplied with energy from EPFL.

- Use a power strip with a switch
- Turn off screens and computers when leaving, put your equipment on standby when not in use

- Variable motors have been installed to reduce consumption
- Presence detectors are installed in common areas

DIGITAL USAGE

Hardware
- Buy a laptop rather than a desktop computer
- Favor responsible purchases or eco-labelled products
- Think about buying refurbished material
- Extend the life of your devices by reparing them*
- Donate your old equipment to an association or social solidarity enterprise

Usage
- Optimise email & attachment storage. Reduce the size of email archives
- Unsubscribe from unnecessary newsletters
- Add the instruction not to print the email to your signature
- Limit the number of recipients for your email blasts
- Choose a data centre using green energy

- EPFL Inno Park App "Give, Rent, Buy & Sell"
- Conferences and workshops proposed at the Park
- Our data centre in building D uses 50% hydroelectric and 50% photovoltaic energy
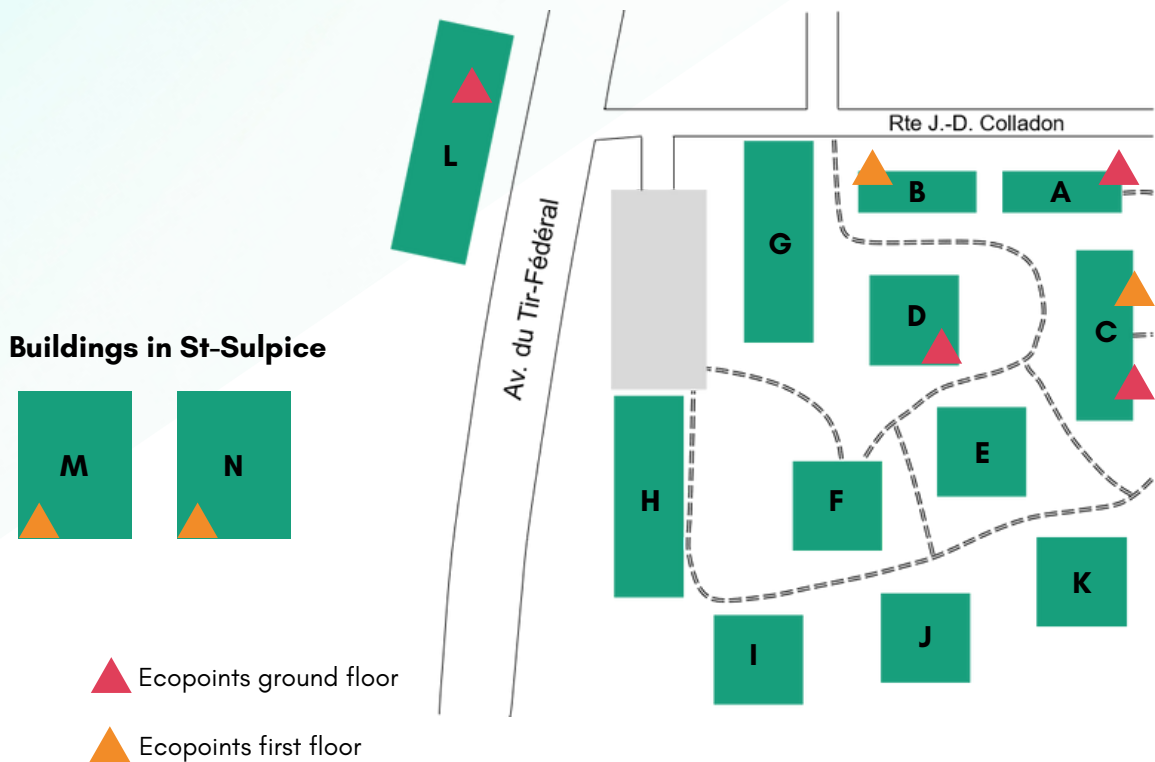

MOBILITY

- Promote staggered working hours to reduce traffic congestion
- Prefer video-conferencing to limit business travel
- Implement a mobility policy and support employees in making the change*
- Use public transport, carpooling and carsharing
- Encourage soft mobility (cycling or walking) & new modes of transport with lower carbon emissions (ecars, escooters, ebikes)
- Rethink business travel by plane and if absolutely necessary, travel in eco and not in business class*

- Mobility car available next to building H
- Free bike parking available in the Park
- Carpooling option with Fairmove
- Faimorve (web-app) for pre-paid daily parking slots

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*Actions with the highest potential impact

Recycling map per building

Buildings in St-Sulpice

▲ Ecopoints ground floor

▲ Ecopoints first floor

Buildings

Recyclable materials	A	B	C	D	E	F	G	I	J	L
Cardboard	X	X	X	X	X	X	X	X	X	X
Paper	X	X	X	X	X	X	X	X	X	X
Plastics	X	X	X	X						X
Glass	X	X	X	X	X	X	X	X	X	X
PET	X	X	X	X	X	X	X	X	X	X
Aluminium		X	X	X						
Iron			X	X						
Metals		X	X	X						
Batteries		X	X	X						
Electronics			X							
Nespresso capsules		X	X	X						
Neon lights/floodlights		X	X	X			X			
Sagex chips	X	X	X	X						
Toners and printer cartridges			X							