



TOFINO PUBLIC WORKS

Completed Actions: 18

Verified: October 12th, 2017

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Program Lead



BUILDING & OPERATIONS

- All non-emergency lights are turned off at night
- Computers and monitors set to sleep when not in use
- All thermostats set lower when space is unoccupied
- Windows are double paned or draft-proofed and outdoor entrances and exits have been draft-sealed

TRANSPORTATION

- Video or voice conferencing technology used to minimize travelling to/from meetings

WATER

- Tap water consumed rather than bottled water
- All faucets employ ≤ 6.0 LpM aerators
- All toilets are ≤ 6.0 LpF, urinals are ≤ 1.9 LpF

PURCHASING & PRODUCTS

- No single use products purchased for staff kitchen supplies (e.g. coffee cartridges, sugar packages, stir sticks)
- Select caterers that are actively committed to sustainability
- Purchasing used office equipment, such as printers, photocopiers, and office furniture instead of new products

WASTE

- Reusable dishware is provided for staff use in place of disposable cups, plates, cutlery, etc.
- All printers set to double-sided and/or both sides of paper is used before being recycled
- All paper, cardboard, glass, tin and rigid plastic are reused or recycled by standards means
- All soft plastics (shrink wrap, plastic bags, etc.) are recycled
- At least one other hard-to-recycle item is being recycled (e.g. foil-lined bags, Styrofoam™, light bulbs, electronics, appliances)

SOCIAL

- $\geq 50\%$ employees volunteer in a community event or charitable activity (at least one day per year)

Additional Actions

- Additional action – based on comparability to the actions listed above: saved rock from reservoir for later use