

TIPS TO **REDUCE** PLASTIC IN YOUR OFFICE



1 Recycle responsibly - clean, sort and separate.



2 Use reusable containers for your take-out lunches, or bring your own lunch from home.



3 Take a reusable coffee cup and water bottle so you can ditch disposables.



4 Replace single-use cutlery and straws from your pantry with reusable alternatives.



5 Replace plastic bottled water with glass jugs, remove individually wrapped snacks from your meeting rooms and kitchens.



6 Remove boxed and plastic bottled drinks from the fridge and replace with canned alternatives.



7 Form an internal "Green Team" to highlight issues and encourage positive change.



8 Hold a "Lunch & Learn" session to educate your company about the challenges and solutions.



9 Consider eco friendly corporate gifting.



10 Request no single-use plastic at external events.



11 Start a conversation with your colleagues and friends- share what you've learned.

