

# 10 Ways to Promote Sustainability in the Office

Here are **10** simple things you can do in the Office to make the City of St. Louis more **Sustainable**

1. Participate in the RCGA's Green Business Challenge and create a company-wide environmental policy
2. Turn off all lights, computers, and other electronic devices when not in use
3. Remember to Reduce, Reuse, Recycle
4. Purchase recycled-content office supplies and buy from local merchants, manufacturers, and farmers when possible
5. Donate unwanted office equipment or materials for repurposing
6. Print 2-sided and go paperless when possible
7. Follow green building guidelines for any remodeling or new construction
8. Use reusable dishes, silverware, and glasses to reduce waste
9. Encourage clean transportation alternatives for employees, such as carpooling, using Metro transit, or RideFinders
10. Become a member of the Downtown Bicycle Station

*The City of St. Louis harnesses the strength and spirit of its diverse community to create an economically, ecologically, and socially vibrant city for present and future generations – one that serves those who live, work, and play in the City's rich and celebrated historical landscape.*



For more information on sustainability initiatives in the City of St. Louis, contact Catherine Werner,  
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