GUIDE TO GOOD ECOLOGICAL PRACTICES AT GRET

GRET

This guide to good ecological practices at GRET was designed as part of the work carried out by GRET's Ecological Transition Working Group. Its objective is to help GRET's teams to adopt ecological practices in their daily actions. The three levers identified are:

➜ *water and energy consumption;*

➜ *waste and responsible purchasing;*

➜ *transportation.*

For each of these three sectors, the guide presents figures, elements to facilitate understanding, and good practices to adopt.

At the end of the guide, checklists of good practices allow you to assess your level of expertise in integrating these practices and suggest priority actions to implement in order to progress.

SUMMARY

ENERGY AND WATER

The production of electricity and heat accounts for about 37% of global greenhouse gas emissions - which cause global climate change. Water scarcity affects more than 40% of the world's population and water scarcity is one of the first effects of climate change.

DID YOU KNOW?

ELECTRICITY

➜ 10 minutes of unnecessary lighting 3 times a day for a year is the equivalent of 5 days of continuous lighting.

➜ **LED bulbs** last 15 times longer and consume between 2 to 5 times less energy than a conventional bulb.

➜ Using the standby mode of a computer still consumes 20% to 40% of electricity compared to the active mode.

WATER

➜ An employee consumes approximately **10 to 30 litres** of water per day in the office.

➜ A leaky tap can waste up to **100 litres of water per day**.

HEATING / AIR CONDITIONING

➜ Changing the setting of the installations by **1°C** can reduce annual consumption by **5 to 10%**.

➜ **60% of potential energy savings** in buildings in developing countries comes from air conditioning systems.

DIGITAL

➜ Digital technology accounts for about **4% of the global carbon footprint** (aviation accounts for 3%).

➜ About half of this footprint is due to **equipment** and half to its **use**.

➜ Digital energy consumption is now **growing at 9% per year**.

SENDING AN EMAIL: HOW DOES IT WORK?

You **send** an email with an attachment

DATA CENTER of your service provider

It receives, processes, stores your message and retransmits it to the network

Your message travels to distant parts of the globe

DATA CENTER of your correspondent's access provider

It receives, processes, stores your message and retransmits it to the network

Your correspondent **receives** your message

Note that sending an email causes an emission of about **10g of CO₂**, the equivalent of a low-energy light bulb for 1 hour.

This is partly due to **data centers** which are very energy intensive (ventilation, powerful Internet connection, etc.).

The storage of e-mails is also energy consuming.

➜ Think of regularly cleaning your various mailboxes (use for example: https://cleanfox.io).

SAVE ENERGY IN THE OFFICE

Air conditioning/heating

➜ Prefer **ventilation** to air conditioning.

➜ Use blinds or shutters against the sun.

➜ **Green offices** and outdoor spaces (to keep them cool).

➜ **Share** offices.

➜ Size the air conditioning capacity in relation to the size of the room.

➜ Set the air conditioning at 25°C minimum (not less) with a **thermostat**.

➜ Set the heating at 19°C maximum (no more) with a thermostat.

➜ Close windows when a heating or cooling system is operating.

➜ Use efficient air conditioners (invest in "Inverter" air conditioners if possible).

➜ Turn off the air conditioning/heating when no one is around.

➜ Install weather stripping on doors and around windows.

➜ Ensure that vents are not blocked by paper, files or office equipment.

Electricity

➜ Use lights as little as possible (turn them off if natural daylight is sufficient or when no one is in the room).

➜ Use power strips with ON/OFF so you can turn off groups of machines in the evening and on weekends.

➜ Once your phone or computer is fully charged, unplug the charger from the outlet. It will still use electricity if you leave it plugged in.

➜ Equip your office with **low-energy equipment** (LED light bulbs, household appliances with a low-energy label [energy, water, lifespan, etc.]).

Digital and electricity

Increasing the use of a tablet or computer from 2 to 4 years improves its environmental footprint by 50%.
➜ Maintain devices and install protections against viruses and malware.

Desktop computers consume on average 50% to 80% more power than laptop computers.

➜ Keep your electronic equipment as long as possible.

➜ Turn off computers when they are not in use (a computer on standby continues to consume energy...).

➜ Unplug computers before leaving for the weekend (processors also consume energy...).

➜ Encourage the purchase of computers with an environmental label.

➜ Turn down the brightness and volume of your computer when not needed.

➜ Close unused applications.

➜ Turn off the Internet connection if not needed.

Digital and data consumption

- → Send fewer emails, use Teams for short messages.

- → Only use "reply to all" when necessary.

- → **Regularly delete unnecessary emails** in the mailbox (and empty the recycle bin).

- → Send attachments via Dropbox, WeTransfer, Framadrop, OneDrive or Sharepoint.

- → If possible, use a USB key to transfer files.

- → Use the charter on the use of emails and attachments.

- → Send emails by default in text format and not in HTML format (12 times less heavy).

- → Delete old versions on Clouds/Sharepoints and keep only the final versions.

- → Unsubscribe from newsletters and other discussion lists you no longer read.

- → Limit your video and streaming consumption

- → Use **ecological search engines**.
  - **Ecosia**: plant trees around the world
  - **Lilo**: support solidarity initiatives
  - **EKoolos**: specialised in ecology
  - **Ecofree**: reduce your energy consumption
  - **Ecogine**: support environmental associations

@ It can be useful to add a signature such as "To preserve nature, do not print this email", but do not insert a graphic image. It's better to limit yourself to a sentence in text format which is 100 times lighter.

If you must use streaming, use a wired connection (fiber/DSL), which has 20 times less impact than 4G.

WWW A trick to limit server overload is to enter the URL of a website directly into your search bar rather than using Google as an intermediary (this divides greenhouse gas emissions by 4).

USE RENEWABLE ENERGY WHENEVER POSSIBLE

Renewable energy: energy that is produced without destroying the raw material while allowing it to renew itself more quickly than it was used. Here are some examples of energy coming from "renewable" sources: photovoltaic (solar energy), wind, hydraulic, geothermal, biomass (vegetable or animal), biofuel...

Contact GRET's energy team at headquarters and/or other offices that have already implemented this type of installation to see if it is possible to:
- – install a renewable energy system for the office (**solar panel**);
- – choose the source of your energy by choosing a **renewable energy** contract.

Choosing a renewable energy for your business requires you to establish precise selection criteria. In particular, you must take account of:

- → the source of the energy;
- → the availability of this energy;
- → the origin of production.

SAVE WATER

Water is a rare resource that it is important to preserve. To save water, apply the following actions:

➜ Install a **water saver** on the tap (aerator).

➜ Report **water leaks** for repair.

➜ Use water sparingly when washing hands.

➜ Reduce the flow of water from the tap when washing dishes, and if possible, soak them in a basin before washing them.

➜ Flush toilets efficiently.

➜ Replace old toilets.

If your office contains outdoor spaces:

➜ Install a **rainwater recovery** system to use this water to water green spaces.

➜ Reduce the frequency of car washing and adopt environmentally friendly ways to clean your car (bucket and sponge, hose with spray gun, etc.).

A **mousseur** is a nozzle that is simply attached to the water outlet of the tap and costs about ten euros. It reduces taps' flow rate by up to 50% by mixing water with air, which allows sufficient pressure to be maintained.

Inefficient toilets use **9 l per flush**, while modern toilets use between **3 and 6 l of water** per flush. Making this change means saving thousands of liters of water per year and drastically reducing your water bill.

Don't forget invisible water consumption!
This transparent water consumption is linked to the consumption of other goods that required water during their production sycle. For example, it takes an average of 1,500 l of water to manufacture a computer. Think about responsible consumption (less but better).

WASTE AND RESPONSIBLE PURCHASING

Given that the best waste is waste that is not produced, a "zero waste" approach in the office means rethinking purchases upstream, starting with the fight against overconsumption.

DID YOU KNOW?

The 6 R's are principles to apply on a daily basis to limit waste. It is important to prioritise these actions in the order below:

① REFUSE what we don't need: single-use products (straws, cups, etc.), receipts, flyers, goodies, etc..

② REDUCE what we need but cannot refuse: food waste, disposable packaging, energy consumption, etc.

③ REUSE what we consume and can neither refuse nor reduce (things that can have a second life): fabric bags, glass containers, used clothing, packages, etc.

④ RECYCLE, as a last resort, things that cannot be refused, reduced or reused: glass, paper, cardboard, fabrics, metal, pens, ink cartridges, caps, etc.

⑤ RETURN everything else to the earth (compost): organic waste, cardboard, leaves and grasses, etc.

⑥ RETHINK your organisation and anticipate: have your shopping bag with you, prepare your meals in advance, etc.

KEY FIGURES

REDUCE

➜ In France, the cost of office supplies is estimated at an average of **180 € per employee per year**. Do we need so many pens, post-its, highlighters, notebooks, etc.?

➜ Each office worker consumes an average of **70 to 85 kg of paper per year**.

➜ **One fifth of trees cut down** are used for stationery.

➜ 1.3 billion tons of food are **spoiled or thrown away** every year, which corresponds to **1/3 of the food produced on the planet** and 750 billion dollars of losses.

REUSE

➜ A refilled cartridge avoids **50% of CO_2** emissions. Used ink cartridges contain toxic materials such as heavy metals (iron, aluminum, etc.) and non-biodegradable plastics.

➜ Rechargeable batteries are **32 times more environmentally friendly** than disposable batteries.

RECYCLING

➜ The recycling industry generates $160 billion in sales worldwide and employs approximately 1.5 million people.

➜ **One ton of recycled plastic** saves **700 kg of crude oil.**

➜ The production of **recycled paper emits half** the CO_2 of ordinary paper (300 g of CO_2 for 1 kg of recycled paper).

REDUCE AND REUSE

Reduce waste at lunch time

- Avoid buying take-out (disposable packaging) and instead pack your own lunch.
- Use **reusable** cutlery/plates.
- When eating lunch with a group, use large communal dishes (no individual portions).
- **Limit food waste** (confirm the number of participants in meetings and workshops before ordering meals and products for coffee breaks).
- Buy locally and nearby to avoid travel and early spoilage of food.

Adopt single-use items

- Use a hard canteen/glass/mug to drink water.
- Set up **water fountains** in offices to limit plastic bottles.
- Replace coffee machine cups with mugs, place small spoons nearby to eliminate swizzlers.
- Use **cloth towels** to dry your hands/dishes (not paper).
- Consider reusing your plastic sleeves and folders.

> It is sometimes better to use wooden pencils rather than reusable plastic pencils that are rarely refilled more than twice.

Have good printing practices

> Example of ink-saving fonts: Century Gothic, Ecofont, Times Roman, Calibri.

> Consider providing a dedicated tray next to the printer for draft sheets shared among colleagues.

- Do not print systematically.
- Reduce the amount of material distributed to participants during meetings and use video projectors instead.
- Use **recycled paper**.
- Reuse single-sided printouts as scrap paper (to be shared among offices).
- Set up computers and/or printers for B/W and R/V printing by default.
- Print 2 pages per side whenever possible.
- Invest in efficient printers (low energy consumption).
- Use **refillable cartridges**.

Second-hand equipment

(used or reconditioned)

- Buy **used furniture**.
- Donate your used furniture to recycling centres or associations.
- Choose **reconditioned computer equipment**.
- **Repair** equipment whenever possible instead of throwing it away.
- Abandon the "buy equipment for a project" logic and work on the life span of equipment.
- Strengthen administrative and financial teams' capacities to control the purchase of equipment.

RECYCLE

Put your garbage in the right bin, if possible

Key steps to implementing waste sorting in your office:

➔ Investigate the **sorting channels available** locally in your area.

➔ Make a **diagnosis** of the waste in your office: which types of waste in which quantity?

➔ Make a contract with one or more waste collection companies in your area that specifies the **different flows** you want to sort and the **frequency of collection** (depending on the results of your diagnosis).

➔ Put bins in different colours/shapes in your offices for the different types of waste you want to sort.

If there is no collection of sorted waste in your region, find out if there are recycling centres, waste collection sites or associations near your office where you could bring some of your waste.

Here are the main recyclable waste streams:

➔ **glass**: can be recycled ad infinitum;

➔ **metal (steel and aluminum)**: recycled ad infinitum;

➔ **paper and cardboard**: can be recycled about ten times;

➔ **plastics**: can be recycled on average two to three times;

➔ **food waste** (if composting is possible).

Some materials are not recyclable or are very rarely recycled. They will therefore end up in **landfills** or **incinerators**:

➔ mixtures of materials (yoghurt pots, etc.);

➔ various plastics (polystyrene, nylon, jerry cans, etc.);

➔ dishes, porcelain, mirrors, etc.

With 27 plastic water bottles (PET-based), we can potentially make a fleece sweater!

The recycling process and the transportation of waste is energy intensive. Few materials are infinitely recyclable.
➔ The best waste is waste that does not exist!

PAPER AND CARDBOARD RECYCLING CYCLE
© Somergie

There is 50 to 100 times more gold in a ton of electronic cards than in 1 ton of ore.

In France, it is estimated that about 100 million smartphones are sleeping in our closets.

Recycling electronic waste

Most of the materials contained in electronic equipment are recyclable and reusable, and sometimes even valuable. Others are hazardous to the environment and health (lead, bromine, etc.) and must be treated accordingly.

➔ Do not keep old computers and phones.

➔ Bring them to a computer and telephone dealer or organise the collection of this waste at the office in partnership with recycling organisations.

➔ Otherwise, drop them off at the collection points located in certain supermarkets or directly at the waste disposal center.

COMPOST

If no specific solution is put in place for composting, biowaste, composed of 80% water, is mixed with household waste and ends up being burned (in the open air or in an incinerator) or in a landfill. However, allowing bio-waste to return to the earth is a logical and completely ecological process.

Steps to set up a compost:

➜ Choose an outdoor location, preferably in the shade.

➜ Buy a silo or compost bin in a store, or build your own using wooden boards or wire mesh.

➜ Remember to leave the bottom of your bin in contact with the soil (source of micro- organisms).

➜ Fill your bin with your food waste (see list below) and with dry matter (leaves, egg boxes, twigs).

➜ After 2 to 4 weeks, remember to turn the compost regularly to aerate it (oxygenate it) and optimise its decomposition (at least once a month).

➜ Check the humidity of your compost. If it is too dry, water it.

➜ On average, compost is ready after 3 to 6 months in spring-summer and 6 to 9 months in autumn-winter.

➜ You can use your compost by incorporating it at the foot of plants or in planting holes, or directly in your office garden. Alternatively, you can organise a distribution of compost to employees so that they can use it at home.

Consider appointing one or more compost ambassadors to take care of the compost bin.

YOU CAN COMPOST

✔ Raw or cooked food scraps (vegetables, starches).

✔ Sawdust or wood chips, small twigs, leaves, flowers, etc.

✔ Non-reusable cardboard with no writing, plastic or paint: plain pizza boxes, toilet paper rolls, etc.

✔ Pastry wrapper type papers, «cardboard» paper bags with no writing or plastic.

✔ Paper towels or tissues, even if soiled.

✔ Tea and coffee grounds (with their bags if biodegradable).

YOU CANNOT COMPOST

✘ Meat or fish scraps.

✘ Shellfish.

✘ Dairy products or fats.

✘ Chunks of wood that are too thick.

✘ Any packaging with plastic (even a small amount) or cardboard with writing ➜ Recycle.

✘ Metals.

If your office doesn't have a green space, you can also install an indoor vermicomposter that will turn your food waste into compost and vermicompost!

To find out how to build your own vermicompost, clicking on the following link: https://compost.ooreka.fr/fiche/voir/289903/fabriquer-un-lombricomposteur

TRANSPORT

The average global surface temperature has risen by 1°C in a century and could reach an additional 4.8°C by 2100 if emissions continue at the current rate. It is therefore essential to limit greenhouse gas emissions, particularly CO2, as much as possible. This can be achieved by improving our daily and work-related transportation habits.

DID YOU KNOW?

KEY FIGURES

1 PERSON FROM HEADQUARTERS
10 teqCO_2/year

= 3 ×

1 AVERAGE FRENCH EMPLOYEE
3 teqCO_2/year

= 17 ×

Recommended emissions for climate change reduction
0.6 teqCO_2/year

This is particularly due to air transport ➔ LET'S PROMOTE SOFT MOBILITY

➔ Transport accounts for about **25% of total global greenhouse gas emissions**: **3/4 of these emissions** are due to **road transport** (trucks, cars, etc.).

➔ The UN predicts **250 million climate refugees** by 2050.

➔ Air traffic emits about **900 million tons of CO_2** each year, i.e. about 3% of total CO_2 emissions.

➔ A direct trip from Paris to Antananarivo by plane emits more than 1 ton of CO_2 per passenger.

EMISSION FACTOR (PER KM PER PASSENGER)	
AIRPLANE	285 gCO_2eq: about **20 times more than a train**
CAR	190 gCO_2eq: about **3 times more than a scooter**
BUS	100 gCO_2eq
SCOOTER	65 gCO_2eq: about **65 times more than a bicycle**
TRAIN	15 gCO_2eq
BIKE	<1 gCO_2eq

This data gives approximate orders of magnitude and does not take account of the **construction** of vehicles, infrastructure (roads, railways, airports, etc.) and the **end-of-life** of equipment (recycling, incineration, etc.). ➔ The most **ecological** means of transportation is and will always be **walking**!

Think of adapting your means of transportation to your needs: a 4x4 emits more than a small car, which emits more than a scooter, which in turn emits much more than a bicycle!

FLIGHTS

Air transport is responsible for more than 3% of global CO2 emissions. Within GRET, given the numerous international trips, air travel is responsible for nearly 80% of CO2 emissions. It is therefore necessary to limit your air travel as much as possible in order to limit your ecological footprint.

In 2014, each staff member at Headquarters emitted approximately **10.5 t of CO_2eq**, of which more than **7 t were due to air travel**.

Avoid foreign missions

➜ Reduce the number of missions per year.

➜ Delegate some missions to colleagues who are present locally.

➜ Strengthen the skills of local staff.

➜ Use video-conferencing tools.

➜ Favour regional or multi-country missions, possibly longer.

Reduce your impact during missions

➜ Opt for direct flights with as few stopovers as possible, since the plane consumes the most fuel during takeoff.

Compensate

For unavoidable missions, you can partially compensate the carbon impact of your flights. To do this, some organisations propose financial participation in climate protection projects contributing to reducing greenhouse gas emissions (for example, by planting trees).

Compensation does not guarantee real storage of carbon emitted during flights. It is essential primarily to limit the number of flights you take.

STEPS

➜ Ask your travel agency about the CO_2 emissions of your flights (information available on the tickets).

➜ Offset your flights with an approved organisation, when the donor allows it.

➜ Include the offset in the budget of your flight tickets (about 10%).

In order to compare the impact of emissions generated by different itineraries, many sites are available such as the following:

https://co2.myclimate.org/fr/flight_calculators/new
Carbon footprint calculator (carbonfootprint.com)
Carbon calculator (corporate.airfrance.com)
Carbon footprint comparator (easyvoyage.com)

Examples of accredited carbon offset organisations:
www.ecotree.com
www.reforestation.com
www.myclimate.com
www.goodplanet.org
www.ecosia.org

LOCAL TRANSPORT

Make maximum use of walking, cycling or public transport

For your daily travel, there are many alternatives to fossil fuel intensive transportation. In addition to being good for your health, these alternatives won't have a negative impact on the environment.

➜ In the city and for **short trips**, opt for **walking** or **cycling**.

➜ For longer trips, find out if you can take public transportation.

Reduce the impact of your car trips

If your trip requires a car, you can always try to limit your ecological impact by applying several good practices:

➜ For daily trips, **share vehicles** with colleagues who live in the same neighborhood.

➜ For long trips, share missions, take collective cabs.

➜ **Share vehicles** with several projects

➜ Try to have a courier who takes care of travel at team level and who pools travel.

➜ Train drivers to **drive in an "eco-responsible" manner**: turn off the engine after three minutes, limit the use of air conditioning, no "sporty" driving, check tyre pressure regularly, remove any unnecessary load, etc.

➜ Use less polluting vehicles.

Although GRET members' CO_2 emissions are largely due to air travel, it should be remembered that road travel is generally the source of three quarters of all CO_2 emissions due to transport.

OTHER 3
FLIGHTS 12
BOAT 11
ROAD 74

PORTION OF CO_2 EMISSIONS IN THE WORLD PER TYPE OF TRANSPORT
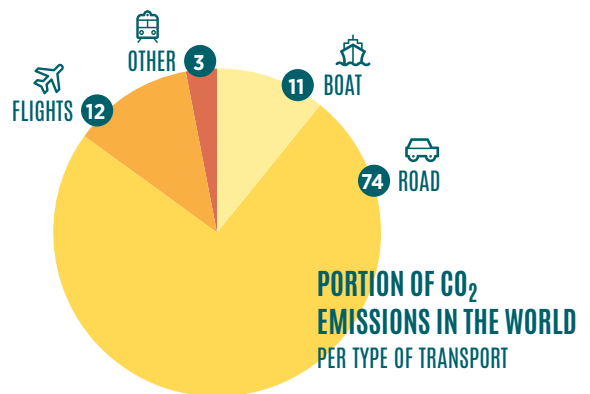
WHICH FUEL TO CHOOSE?

In terms of consumption and pollution, it is quite difficult to decide, as emissions are not really comparable:

➜ **Petrol** engines emit less nitrogen oxide and a lot fewer fine particles than Diesel.

➜ **Diesel** engines emit **20% less CO_2** than **petrol** vehicles

➜ Engines using **liquid petroleum gas (LPG)** and **natural gas vehicles (NGVs)** do not emit particles. They produce a low level of non-regulated toxic pollutants compared to petrol or Diesel. Their CO_2 are comparable to those of Diesel.

ENERGY AND WATER

	GOOD PRACTICES	NOT AT ALL 0 POINT	SOMETIMES 1 POINT	ALWAYS 2 POINTS
DIGITAL	I reduce the massive use of emails (I opt to use chat for short messages, I only "reply to all" if it is really necessary).			
	I limit attachments in my emails. I transfer large documents using transfer links (OneDrive, Wetransfer, Dropbox, etc.). I use online document sharing (OneDrive, Teams) for group work (not multiple uploads of documents).			
	I regularly sort through my email inbox and my Drive, Sharepoint or Teams. I delete duplicate documents. I delete email attachments when they are loaded in my documents and those of my sent messages. Etc.			
	I limit my use of online video and streaming. I only record meetings when necessary. I delete recorded meetings once they have been finalised. Etc.			
	I use ecological search engines (like Ecosia, Lilo or Ecogine).			
ENERGY CONSUMPTION	I reduce the use of heating or air conditioning by favouring non-energy consuming solutions (natural ventilation, good building insulation, etc.). I turn off the heating or air conditioning when no one is around.			
	I use a thermostat for my air conditioning and heating. I set the air conditioning at 25°C minimum and the heating at 19°C maximum.			
	My office is equipped with low-energy equipment (LED bulbs, water-saving devices on taps, etc.).			
	I always turn off the light when it is not needed (during the day or when nobody is present).			
	I remember to turn off my desktop computer every night (leaving it on standby still consumes a lot of energy).			
	I use power strips and turn them off as soon as possible.			
	My office is partly supplied with renewable energy (photovoltaic panels).			
WATER RESOURCE	I use water sparingly when washing my hands, dishes, etc.			
	My office implements a rainwater harvesting system (e.g. for watering, cleaning vehicles, etc.).			
	My office reduces the frequency of washing company cars and water use is moderate.			
TOTAL		0	/ 15	/ 30
			/ 30	

WASTE
AND SUSTAINABLE PURCHASES

	GOOD PRACTICES	NOT AT ALL 0 POINT	SOMETIMES 1 POINT	ALWAYS 2 POINTS
REDUCE	At work, I limit my purchase of packaged food or drinks. I raise the awareness of food suppliers (for the workshops for example), so that they avoid unnecessary packaging.			
	I calculate as closely as possible the quantities of food needed for workshops. If there are leftovers, I plan to redistribute them or make sure they are not thrown away.			
	As an individual, in the office and during workshops, I do not use plastic bottles or cups but a water bottle, carafes, glasses, cups, etc.			
	I use cloth napkins or dish towels to dry my hands or dishes.			
	I only print documents when it is really necessary (archives, long reading work, etc.). I print in black and white, double-sided (even several pages per sheet). I print in color and on one side only when necessary.			
	I use recycled paper and I reuse the back of my sheets as scrap paper.			
	I reduce the number of handouts I give to participants during meetings/workshops.			
REUSE	If the tap water is not drinkable, my office is equipped with standpipes (and does not use disposable plastic water bottles).			
	I use rechargeable ink cartridges.			
	If available, my office is equipped with refurbished computer equipment.			
	My office is equipped with second-hand equipment.			
	I abandon the logic of "buying equipment for a project". For example, a vehicle can be shared.			
RECYCLE	I dispose of my waste in the right bin, if possible. My office is equipped with the appropriate bins and makes sure that sorting is done correctly.			
	I recycle my electronic waste and batteries.			
RETURN	My office has set up a composter and I participate in its operation.			
TOTAL		0	/ 15	/ 30
			/ 30	

TRANSPORT

	GOOD PRACTICES	NOT AT ALL 0 POINT	SOMETIMES 1 POINT	ALWAYS 2 POINTS
FLIGHTS	I keep my air travel to a minimum.			
	I choose non-stop flights whenever possible.			
	I always fly economy class.			
	If I cannot avoid or reduce my flights, I will offset them with the help of a certified organisation.			
LOCAL TRANSPORT	For short trips, I use bicycles, walking or public transportation whenever possible.			
	For shopping in the city, for example, I share car trips with other colleagues or projects.			
	For trips where the car is necessary, I practice carpooling.			
	I use a low-polluting car (size adapted to my use).			
	I try to practice "eco-responsible" driving (regularly check tyre pressure, remove any unnecessary load, turn off the engine when stopped for a long time, reduce speed, start smoothly, limit air conditioning, use an alternative engine, etc.).			
TOTAL		0	/9	/18
			/18	

RESULTS

	POINTS
ENERGY	/30
WASTE	/30
TRANSPORT	/18
TOTAL	/78

YOUR RESULTS:

Less than 25: ➜ Ecological transition **BEGINNER**
Between 25 and 50: ➜ Ecological transition **TRAINEE**
More than 50: ➜ Ecological transition **EXPERT**

FURTHER READING...

ECO-RESPONSIBILITY

➜ ADEME, Guide on eco-responsibility in the office: https://www.ademe.fr/sites/default/files/assets/documents/guide-pratique-ecoresponsable-au-bureau.pdf

➜ SNU Madagascar, Going Green kit to learn about issues and actions aimed at reducing the ecological footprint of organisms: https://madagascar.un.org/sites/default/files/2019-11/Fiches%20Going%20Green.pdf

➜ ADEME, Good practices for events organisation: https://www.ademe.fr/sites/default/files/assets/documents/guide_ecomanifestations_antilles_guyane_2020.pdf

➜ The Shift Project, think tank working in favour of an economy free of carbon constraints: https://theshiftproject.org/

ENERGY AND WATER

➜ ADEME Guide "La face cachée du numérique": https://www.ademe.fr/sites/default/files/assets/documents/guide-pratique-face-cachee-numerique.pdf

➜ Forum of reflection on digital responsibility: https://www.greenit.fr/

➜ Tool for cleaning out your inbox: https://cleanfox.io

➜ ADEME infographics on saving water and energy in housing units: https://www.ademe.fr/sites/default/files/assets/documents/infographie-economiser-eau-energie.pdf

➜ Sustainable building in tropical regions: https://librairie.ademe.fr/projets-europeens-et-internationaux/1046-batiment-en-climat-tropical-9791029712500.html

➜ ADEME article "Les bons gestes des entreprises pour économiser l'électricité en hiver": https://www.ademe.fr/entreprises-monde-agricole/performance-energetique-energies-renouvelables/lenergie-bureaux/bons-gestes-entreprises-economiser-lelectricite-hiver

WASTE

➜ Zero Waste France, to reduce waste in the workplace: https://www.zerowastefrance.org/publication/zero-dechet-au-bureau/

➜ How to install a vermicompost? https://compost.ooreka.fr/fiche/voir/289903/fabriquer-un-lombricomposteur

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