





### This Presentation on GBE:

- · Find this file on GBE website at:
- https://GreenBuildingEcyclopaedia.uk/?P=261
- https://GreenBuildingEcyclopaedia.uk/?P=405
- To be updated after this presentation
- · with any additional feedback
- Go there for:
- the latest update
- versions presented to different audier
- the whole presentation all of the hidden slides
- other file formats:
- . Mandaut Show DDE DDTY
- Links to other related GBE CPD and related GBE content

### **Previous & Future Audiences:**

- · This presentation is for:
- · Practice managers to help them to improve the
- · Occupants/staff to inhabit the building adopting sustainable habits
- · Architects & Interior Designers enabling others to do better with theirs
- · Change Managers enabling other's

- · Facilities managers to help them maintain and improve what they have
- way they occupy and equip sustainably
- management to do better with theirs

### GBE GBE ::: Scope and jumps UN Sustainable Development Goals ▶ Post-COVID Behavioural Change Biophilia Environmental/Health/Wellbeing: Assessment Methods

Related stuff:

created preparing for today

· Greening Office Biophilia (Brian Dump)

Greening Offices UN SDG (Brain Dump)

· https://GreenBuildingEncyclopaedia.uk/?p=39346

https://GreenBuildingEncyclopaedia.uk/?p=39342

. Greening Offices Post-COVID (Brain Dump)

https://GreenBuildingEncyclopaedia.uk/?p=39335

· Light Nutrition added to Greening Office Post-COVID

· Links from there to other pages

and relates to Biophilia

- Ergonomics, Furniture Agile working, Alealthy & Green Furniture □ Transport
- D Energy: DSource, DUse, DICT, DEquipment, DLighting
- Stationery Paper
- Sick Building Syndrome

'Take back control of Hard Brexit/Border controls/Irish unre

- Nitchen & WCs Nater Food & Drink Sanitaryware
- Office Waste
- ▶ Facilities Management & Property Management ▶ Information

### **UN Sustainable Development** Goals

- · Greening Offices UN SDG (Brain Dump)
- https://GreenBuildingEncyclopaedia.uk/?p=39342
- · Links from here to other pages

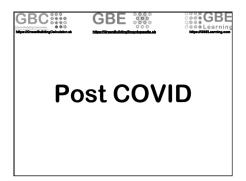
© GBE NGS 2003-21 Greening up Your Office

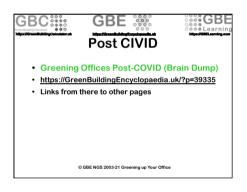
### Sustainable World & UK? UN SDG United Nations 25th Sept 2015 193 world leaders committed to 17 SDGs 17 Sustainable Development Goals by 2030 Climate and Biodiversity Emergency - UK Government Signed up 1st May 2019 . Local authorities followed suit: without any idea how and patchy follow up actic Extinction Rebellion: frustration at lack of action by all governments . Greta Thunberg's behaviour change camp Construction Declar - Structural & Civil Eng Dictatorship Boris:

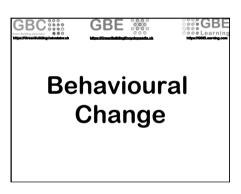
Diluting Human Rights
Ban all Protests no matter how bad he and his projects/actions ge

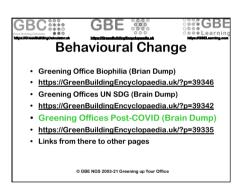












### **Greening the Office**

- This presentation:
- First created for a design office
- Interior and Exhibition Designer
- Aspiring to ISO 14001 needing guidance
- Added to for Architects
- Interior Designers and Graphics
- Latest update for Interior Designers
- But most is applicable to most offices and most
- businesses
- MCM Architecture Interiors Change Management 14/02/18 Lonely Hearts Club banned CPD



### **Making changes**

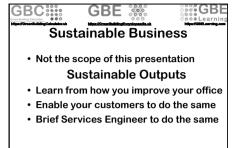
- There will always be excuses:
- for status quo prevails
- from those that dislike change
- from them that cannot be asked
- · We need to look for solutions and

### overcome the barriers

- · There is an increasing urgency
- Government was investing £m s through agencies providing free advice
- Envirowise, WRAP, NISP, London Remade, LSx

### Sustainable Accommodation?

- · Occupy a building which has all the right environmental credentials
- · Commission your own building with all the right environmental credentials
- · All the right Environmental Credentials for buildings and their services are the subject of separate presentations
- Green up what you have











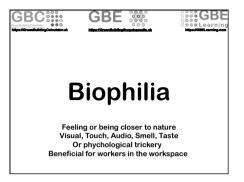


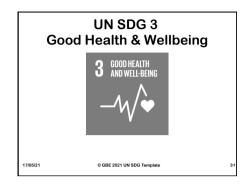
- · How good is putting it in the bin with other rubbish?
- · When the black bag is on the pavement
- Fox and Pigeons scavenge black bags
- it can burst and drawings spill all over the street
- I have seen it happen at Benoy's office
- · Who is looking in your bin anyway?

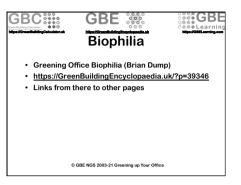


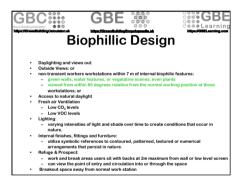






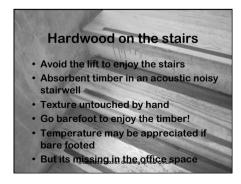






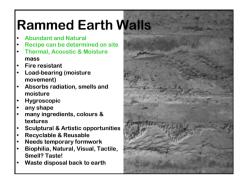


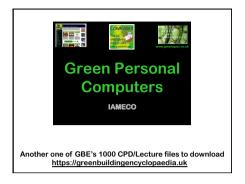






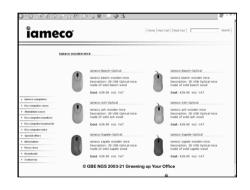
# Office Reception Back wall Posh Show walls Venetian Polished Plaster Not local materials Not local Tradesmen Not very natural appearance Some look like plastic Alternative: Rammed Earth?







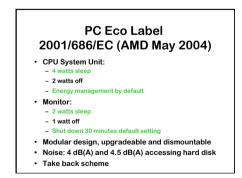


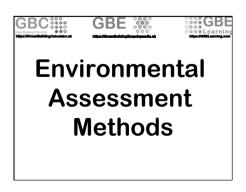




### IAMECO I am Eco

- · MicroPro PC manufacturer Ireland
- MicroPro X-PC
- Green PC aiming for 1st EcoLabelled PC
- MicroPro IAMECO PC
- · Modular design, upgradeable for life
- Disassembly: 1.5 minutes, 1 person, every screw is the same
- Complies with:
  - WEEE 2002/96/EC Waste Electrical and Electronic Equipment
- RoHS 2002/95/EC Reduction of Hazardous Substances
- EuP 2005/32/EC Energy Use in Products
- Aiming for: Eco Label 2001/686/EC (AMD May 2004)
- · Biophilia: Natural, Visual, Tactile - Timber casing: beautiful object desirable to keep forever

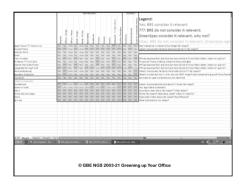


















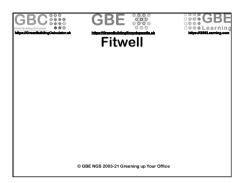






### WELL

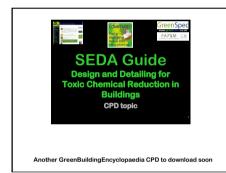
- · Health and Wellbeing focus
- · Greater range than BREEAM & Ska
- · Design Assessment
- · Construction and materials
- Interiors
- · Very expensive assessments
- · Follow the rules without accreditation



### BBA Building Biology Association



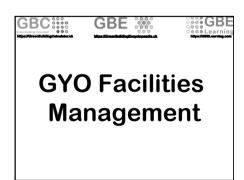
- · Healthy Building Design Manual
- · German standard started in the 1960's
- . Entered the UK market 2017
- · Training course for designers
- · Intrinsic skill rather expert consultants
- 4 half day introduction seminars run in conjunction with TGR The Green Register



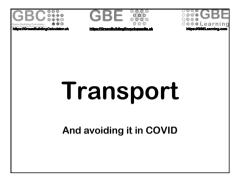


### **Defra Consultation**

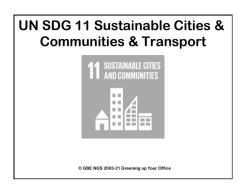
- · GPP Government Public Procurement
- EU driven
- UK standards being set higher (Policed?)
- Furniture Industry Consultation meeting
   Nov 2009
- · Public consultation on draft standards
- Completed
- Overwhelmed by manufacturers
- BrianSpecMan observed their stance:
  - "How III are we permitted to make people"
- · Herman Miller's response: Aeron Chair



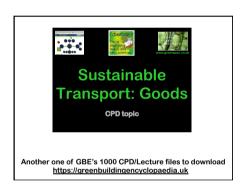


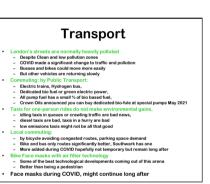


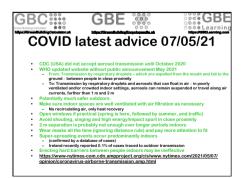


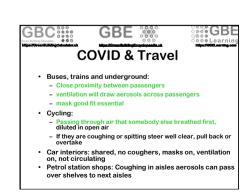


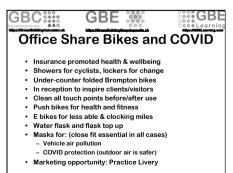






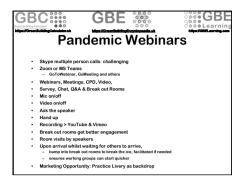




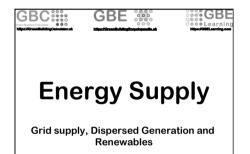


### **Conference Calls**

- · Avoid travelling: train or plane
- · if you have broadband open lines:
- at no extra cost
- Use Skype on Broadband no extra cost
- · Skype in and Skype out
- landlines to internet, & vv, Skype handsets
- Multi person/multi location meetings on the phone/computer
- Video conference calls
- · But beware not everybody engages well

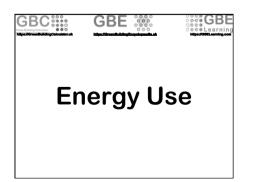


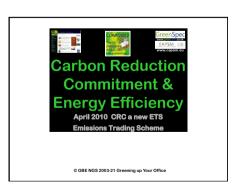














- Major driver for Big Business and Government
- · Pay large sums of money for carbon usage
- Reduce use to claim it back again
- · Fail to reduce and loose it
- · Changed from an incentive to a tax
- Then Withdrawn
- EAC Public Inquiry Carbon & Climate
- 15th May 2021
- Reinstate CRC equivalent?

### Fuel Choices 2009

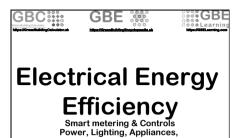


GBE

- Carbon factors: Natural Gas: 1.0 Electricity: 2.9 (Carbon Trust 2009)
- · Avoid Grid electricity, unless green tariff,
- · Use Grid natural gas
- (but gas into buildings is not easy)
- Use PV or Wind (if good solar or wind access)
- Use Gas appliances in preference to electricity
- · Including Gas Fridge (not easy to find)
- If stuck with electric use Class A++ appliances
- · Use Class A++ appliances in all cases

### **Fuel Choices 2021**

- Carbon factors: Natural Gas: 1.0 Electricity: 1.0 (Government 2020)
- Grid electricity now equal to Gas in terms of carbon emissions
- · Small % of biogas in mains gas supply
- Offshore wind + onshore PV farms increased considerably
   Driven by FIT payments, good investment, then shrunk
- Still choose 100% green tariff if you can
- Use of grid natural gas will be denied to new residential soon
- (gas into buildings is not easy)
- · Use on site PV or Wind (if good solar or wind access)
- Still choose Class A++ appliances in all cases



Heating, Batteries, Computers,

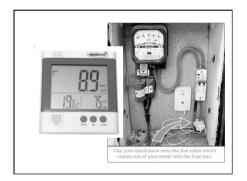
Reduction in use, Limiting waste

Voltage Optimisation



### Whole building monitoring

- Electrisave
- · https://www.electrisave.co.uk/pages/order
- · 25% energy saving possible
- If you type in discount code of "ETHECO" on the order form, you will get a £5 discount
- Electrisave will pay Etheco a commission to help them maintain and improve their website.



# **Smart metering**

**Metering Monitoring & Controls** 

### **Efergy**

- · Energy Saving Smart Meter
- https://efergy.com/home/

© GBE NGS 2003-21 Greening up Your Office



- Energy Saving Smart Meter
- https://www.efergy.com/en/
- https://efergy.com/home/
- £44.95
- £5.00 off
- Voucher Code: E1/00GY100
- Additional Sensor: £4.95



# **Electricity Monitor Owl**

- www.electricity-monitor.com/
- https://theowl.com

© GBE NGS 2003-21 Greening up Your Office

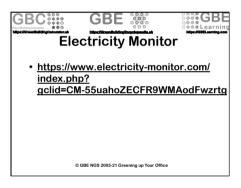


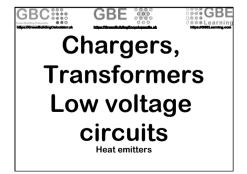
### **DIY Kyoto**

- https://smarthomeenergy.co.uk/goodbyeenergeno-diy-kyoto-wattson-0
- Wattson 01
- Real time read-out of energy consumption of building
- · Real time cost read-out too
- www.Diykyoto.com
- Recycled school furniture
- Hand made was £395.00
- Now into batch production RRP £149.50
- pre-orders now on-line at £125.00
- · Quantity discounts available
- USB connection for community interface

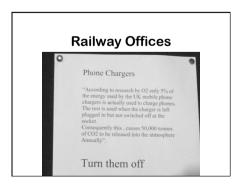












### **Low Voltage Circuits**

- Add 9-12 volt circuit to avoid all the transformers that generate heat adding extra load to cooling & ventilation systems in
- · If it's not switched off/unplugged its probably drawing energy
- Improve this arrangement with individually switched socket outlets (ISSO) (without lights?)
- · For clients installs: instruct they are all switched off by installer until needed by user





### Sustain IT

- https://www.sustainit.org/index.php
- · Gone now
- · Promoted low voltage circuit for kit
- · Combine with PV before inverter
- · Use as much indoors before giving to grid for the diminishing FIT payout
- · Latest: lawyers chasing FIT reductions as miss-sold promises



# GBE

# ICT Kit **Electrical Energy**

PriceXtra gone now

Electric Supply Modulation

- Voltage optimisation

© GBE NGS 2003-21 Greening up Your Office

### **Energy Efficiency**

- Kitchen equipment
- Domestic Appliances
- White goods

### **Energy Technology List**



- · Enhanced Capital Allowance (reduced Tax) for your customers now withdrawn
- Equipment chosen from the ETL Energy **Technology Lists**
- Hand dryers
- Water heaters
- · Etc.

### **Energy Efficiency**

**Efficiency** 

**Appliances** 

- · Microwave very Energy efficient compared with Cookers
- · Short time for staff lunches
- Faster turn round
- · Questionable nutritional/health value

# **Energy Efficient Appliances**

- Cooker
- Freezer, (via VO)
- Water-cooler/chiller, (via VO)
- spoons in there yourself

### **Domestic Appliances**

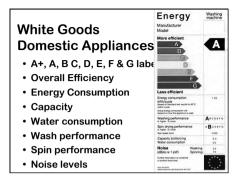
- Overall Efficiency
- · Energy Consumption
- Independent
- · Best in range

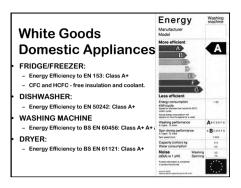






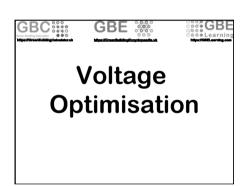
- Microwave,
- Significant reduction in energy use over life of appliance and office

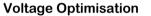












- Take the fluctuations out of the mains voltage (not the 50Hz cycle)
- If the kit needs 210 Volts don't permits peaks that exceed 210 V into the kit
- Reduce consumption
- · Important for
- Fridges, Freezers, Air-conditioning, water chillers
- · Available for
- domestic, commercial, industrial,
- whole supply or individual appliances

### EPS 388 (Commercial)

- This gadget is plugged into a socket and it acts as a electricity modulator on your ring main.
- Basically it will stop peaks and thus smooth out your electricity flowing around the office.
- This makes your appliances work more efficiently.
- Estimates vary between 10% and 20% saving on electricity bills.
- You just plug it in and away it goes, saving you money all the time.
- · Large versions are available for schools, offices etc.
- The EPS 388 (industrial applications) is £ 69 inc. VAT.
- · https://power-save.com/kit.html

### 

### **PowerSafer**

- This is a handy gadget for people who have a tendency to switch the TV off using the remote only.
- Basically it acts on the remote signal and switches the TV off for you, thus saving you from paying for 'stand-by' time.
- You may know someone who might benefit from one of these.
- Cost £ 23.50 inc VAT.
- · www.powersafer.de/en\_EN/index



# Electrical Energy Efficiency

Heating

## **Heating Efficiency**

- · Users and bad habits
- Electric heating was wrong its okay today
- Renewable Electric heating is okay
- 24/7/356 heating is a disaster
- Access to Controls
- Accessible hierarchical controls
- · Appropriate Heating and Controls
- Internet of things
- Smart phone remote control
- Energy Savings to be had with joined up thinking

### **Energy: Heating**

- Make sure heaters are on a separate circuit and switch it off in summer
- Avoid cable switches below table
- Too much trouble!
- I am not paid enough to do that too!

  © GBE NGS 2003-21 Greening up Your Office

### **Appropriate Heating & Controls**

- · To suit building fabric mass or lack of it
- Automatic Controls and human override with return to default after set time
- · Accessible TRV at top of Radiators
- · Not set too high
- · Not set to individual requirements
  - Unless ownership of space
- · Not Electric heating 2009
- Electric heating 2020



- · Internet of Things meets HW Cylinder
- Communicate with your Hot Water via your mobile
- · Control heating of hot water: Mixergy
- https://greenbuildingencyclopaedia.uk/ blog/products-blog/smart-hot-watertank-blog/

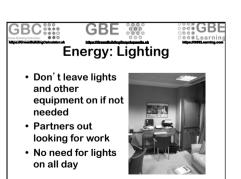
© GBE NGS 2003-21 Greening up Your Office





### **Artificial Lighting**

- Natural Light
- Lighting Adds Heat
- Energy Saving
- Lighting Controls
- · Light bulbs and Lighting products
- · Light bulbs off
- FM Cleaning Contracts
- · External lighting & Design & Controls
- Light Pollution





- Experiment with turning lights off in summer to see if over-heating can be avoided
- Require the cleaners to turn off the lights as they leave the floor



### **Energy Saving**

- If Legislation does not require it
- · why keep it on?
- Turn it on in the event of a fire
- PIR could turn it on if people present
- 1 m lobby with glazing does not need a light on

# Use of Natural light to avoid artificial light

- · If naturally lit
- Why artificially too
- Light level detector can turn lights on
   Lights left on
- 24 hours every day and night
- Time controls turn them off
- · Indoors and out

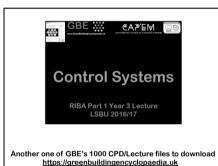
### Lighting

- . Don't use Tungsten light bulbs
- · Illegal to sell after 2011 UK, 2010 Aus
- But re-emerged into market as antique
- Steampunk look
- · Use fluorescent lamps (poor CRI)
- · Use Low-energy long-life bulbs (Poor CRI)
- Use LED spot lights (intelligently) (Bad CRI)
- · Don't need to compromise on light quality to save energy
- Make Light Matter: Webinars Light Nutrition
- CRI 90 and above Colour Rendering Index
- Choose efficient fittings and lamps but do not compromise on human perception of light quality

### **Light Nutrition**

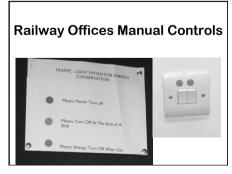
- Different light technologies
- · Different light emission spectrum
- · Not all are wholesome for humans
- CRI 90 and above okay
- Eyes have additional functions over sight

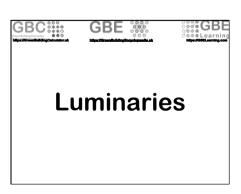
   health and wellbeing:
- rods and cons in retina
- 2 decades ago discovered their uses
- · Conferences on the subject
- · UK specialists via MaD community



### **Lighting Automatic Controls**

- · Control lights so not on if not required
- Zone lights so those closest to windows are off in day and on after dark
- Room, space or place ownership suggests type of controls
- · PIR detectors turn lights on if people present
- External lights should be off by default and on only when people present
- · External lights not 24 hours
- · Controls with attitude







- · 10-20% of electricity bill is lighting
- · Traditional light bulbs: 75% of energy as heat
- · Switch to energy saving alternatives
- · energy-saving bulbs cost more to buy
- · last 15 times longer than traditional bulb
- · saving around £70 over longer life

© GBE NGS 2003-21 Greening up Your Office

### GBE : **GBE** Light bulbs off

- · If UK households replaced 1 100 W bulb with an energy-saving alternative
- equivalent to Sizewell B nuclear power station turned off
- · government agonises over future power supply
- Fails to address energy efficiency

© GBE NGS 2003-21 Greening up Your Office

### Light bulb products

- · energy-saving bulbs have dramatically improved
- · many quality options are available
- · offer bright light
- · wide range of colours
- · fittings to suit passion for stylish lighting
- · www.lightbulbs-direct.com
- · huge selection
- · handy energy saving calculator
- · money saved by switching to low watt alternatives



- · Staff are sometimes trained to turn lights off if last out of building
- · Cleaners turn them back on
- · But are they required to turn them off?
- · Lights left on all night?
- · Check the FM specification

© GBE NGS 2003-21 Greening up Your Office

15 times life expectancy of tungsten bulb

5 times more energy efficient A rating

Don't use on dimmer switches

But are you still using them?

But some specials are Can't buy the old type

15 times life expectancy of tungsten bulb

5 times more energy efficient A rating

Specials for use on dimmer switches





### **GBC** GBE :::: **LED Light Emitting Diode**

- · LED save energy
- · 1 watt instead of 100 watt
- So we use 100 LEDs instead of 1 No. 100 watt bulb
- · Did we save any energy?

© GBE NGS 2003-21 Greening up Your Office

### LED are not equivalent

- · LED is a stopgap solution in many cases
- · LED is a spotlight
- · The lamps they replace were not all spotlights
- · Spotlights do not deliver diffused light
- · Replacement Fluorescent LED lights fail to deliver diffused light
- · Spotlights on the kitchen floor do not deliver light to worktops
- · So add 5 more light fittings to do that

### LED avoid heat build up

- · Manufacturer have concentrated on:
- making 1-10 watt retro-fit LEDs
  - to replace 75 watt tungsten halogen reflector lamps
- a purely commercial exercise, given the millions upon millions of downlights and spotlights out there
- Removes a problematic heat source in summe
- Removes a beneficial heat in winter
- Peterborough Coop used tungsten lighting as heating but overheats in summer



### When you level the room

- · If you are the last out
- · Turn off the projector
- Turn off the conference call/Laptop display/Server access?
- · Switch off the lights
- Turn off the monitors, especially weekends and christmas (prize giving?)
- Turn off the empty SSO with indicator lights on
- Cleaners need to be joined in too by contract



### **Energy: Lighting**

- Don't leave lights and other equipment on if not needed
- Agile working may help here
- Partners out looking for work
- No need for lights on all day
- Stage set rooms near reception



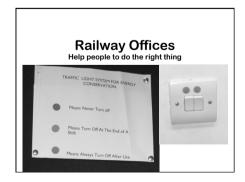
### **Energy: Lighting adds heat**

- Experiment with turning lights off in summer to see if over-heating can be avoided
- · Turn off when you leave
- Require the cleaners to turn off the lights as they leave the floor
- Especially if you have exposed brick or concrete soffits



### **FM Cleaning contracts**

- Staff are sometimes trained to turn lights off if last out of building
- · Cleaners turn them back on
- But are they required to turn them off?
- · Lights left on all night?
- · Check the FM specification







### Light bulbs



- · 10-20% of electricity bill is lighting
- · Traditional light bulbs: 75% of energy as heat
- · Switch to energy saving alternatives
- · energy-saving bulbs cost more to buy
- · last 15 times longer than traditional bulb
- · saving around £70 over longer life

© GBE NGS 2003-21 Greening up Your Office

### Light bulbs off

- If UK households replaced 1 100 W bulb with an energy-saving alternative
- equivalent to Sizewell B nuclear power station turned off
- government agonises over future power supply
- · Fails to address energy efficiency

© GBE NGS 2003-21 Greening up Your Office

### Light bulb products

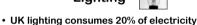
- · energy-saving bulbs have dramatically improved
- · many quality options are available
- · offer bright light
- · wide range of colours
- · fittings to suit passion for stylish lighting
- · www.lightbulbs-direct.com
- · huge selection
- handy energy saving calculator
- · money saved by switching to low watt alternatives
- · Strangely they sell illegal incandescent light bulbs

### **External Lighting**

- Light from building windows and glazed facades
- · Escape stair lighting
- Path lighting
- · Façade uplighting
- · Signage lighting
- · Porch lighting
- · Bike rack and car park lighting
- · Area Flood lighting

### Lighting

demand





### **Light Pollution**



### **Light Pollution**

- Clean Neighbourhoods and Environment Act
- · Can be used to control light pollution
- · To protect wild life and neighbours
- Avoid interrupting wild life sleep patterns
- Avoid glare and orange skies for astronomers
- https://www.darksky.org/
- · International Dark-Sky Association







### **External Lighting Design**

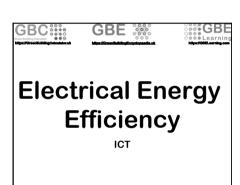
- Avoid Lighting Pollution
- Control direction
- · Control light spread
- · Avoid globes and uplighters
- · Avoid glare
- · Avoid lighting of the night sky
- · Avoid unnecessarily bright lights

© GBE NGS 2003-21 Greening up Your Office

### **External Lighting Controls**

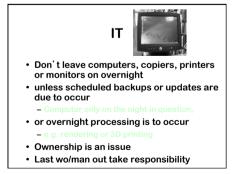
- · Turn off by default
- Turn lights on only if dark and people present
- Control temptation to add lights that are not required
- · Add time delay switch for manual use
- Add PIR to turn on if people present
- Avoid lights on in the day under all circumstances

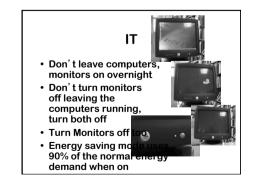






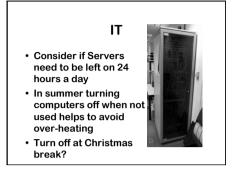
- · Turn them all off when not in use
- Excuses:
- Overnight back up or rendering
- Fast start next day
- · Servers never off for remote access
- · Energy demand when not in use
- 90% consumption in sleep mode
- Always ready for quick start
- · Red and green lights give them away

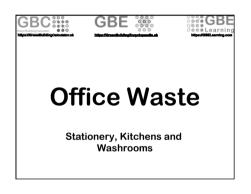




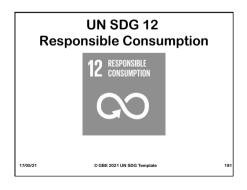




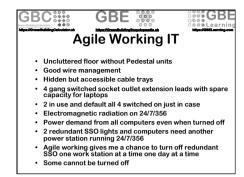


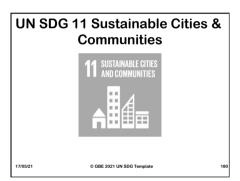












### Waste

- · Paper towels
- Plastic cups
- Kitchen waste
- · Printing and Plotting over order waste
- · Batteries: Toxic in landfill
- · WEEE Regulations and electrical waste
- WEEE Computers when upgrading

### **Mixed Waste**

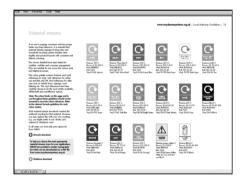
- Mixed waste in South London
- Incinerated because its easy
- City Engineer's can do that
- One Technology One action and repeat
- · 'Build it and waste will come'
- · Incineration temperatures fluctuate
- Chemicals will try to escape
- Plastics are toxic, PVC > dioxins (extremely toxic)
- Crane drivers mix to avoid peak concentrations (same total)
- · Flue filtration is expensive
- £1m filtres
- Do not get replaced as frequently as they should, if at all
- Dioxins escape.....

# Segregation is for everybody everywhere

- Everybody does it at home (mostly?)
- Or they won't empty your bins
- · Some leave their brain and morals at home
- · Segregation Notices are confusing
  - WRAP solved that for you Graphic Labels
- · They do not pay me to segregate my waste
- Could not be seen rinsing food packaging,
   oh the shame of it all
- I can't be asked/bothered
- · No WEEE bin so I put it in general recycling



Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk



### Segregation for next stage

- · Recover: Nutrient value
- Biodegradable Compostable
- Food waste (minus packaging)
- Paper waste (food contaminated)
- Recyclable (not lost, employment)
- Food & Drink packaging (rinsed first)
- Paper & Cardboard (clean)
- Plastics: (rinsed if food contaminated)

### **Recycling Missed Opportunity**

- · In a world of growing population
- And diminishing resources
- One planet living is essential
- UK lives a 3 planet lifestyle
- 1976 (1986?) was a one planet lifestyle
- Need to segregate and recycle all our waste
   Especially the one-use throw-away stuff
  - Drinking cups, straws, food packaging, shopping bags coffee pods
- Turn it into new stuff
- Employ people in segregation and recycling
- Do not burn it and make ash and toxins

### Waste

- · Paper towels
- · Kitchen waste
- Printing and Plotting waste
- · WEEE Regulations and electrical waste
- Batteries
- Computers when upgrading

© GBE NGS 2003-21 Greening up Your Office

### **Paper Towels**

- Hand towels and toilet paper
- Use FSC (Forest Stewardship Council) accredited paper
- Use recycled paper sponsoring WWF etc.
- Use recycled paper
   © GBE NGS 2003-21 Greening up You



### Recycled/Recyclable Paper towels

- · Recycled content is good
- Recycled content which is recyclable is better
- All paper is recyclable but its about who is doing it.
- Its also about segregation (or keeping it segregated and not adding to a single bin of mixed waste)
- And its about finding a service that is taking back its own paper.

### Take back for recycling?

- · paper towel manufacturers
- · who if any are taking back and recyclina?
- . My suspicion is there wont be any.
- · White paper recyclers may have contacts with non white paper recycling.

© GBE NGS 2003-21 Greening up Your Office

### Compostable?

- · The Green/Blue paper towels may be compostable
- · Do planted internal planter suppliers offer composting opportunities?

© GBE NGS 2003-21 Greening up Your Office

### **Segregation: Compostables**

- · Vegetable and Fruit, skin and core
- Teabags, Eggshell, nut husks
- Flowers and Plants
- Not Plate scrapings
- · Not animal produce or meat or fish
- Compost: in composters or wormaries,
- · To feed planters and roof gardens

© GBE NGS 2003-21 Greening up Your Office

### **London Office Paper Recycling**

- · https://www.bioregional.com/news%20page/ news stories/laundry/laundry 251104.htm
- · https://www.ethicalmedia.com/stories/ laundrypressrelease/
- · https://www.london-recycling.co.uk/about/ initiatives/laundry.php
- · https://www.wasteonline.org.uk/resources/ informationsheets/ officerecyclinginlondon.htm
- · https://www.londonremade.com/ download files/Recycling%20services.pdf

### Manchester Office Paper Recycling

- · https://www.emergemanchester.co.uk/ commercial.htm
- · https://bury.ufindus.com/Recycling
- https://www.gmwaste.co.uk/kerbside.asp
- https://www.recycledir.com/Recycle2/
- https://www.paper.org.uk/recoveredsector/ members/region.asp?region=North%20West

© GBE NGS 2003-21 Greening up Your Office

### Reusable Cloth is even better

- · Cloth towel dispenser and washing service
- · Resource efficiency: paper cloth electricity
- · but an environmental profile may be called
- · landfill is no longer an acceptable option
- · Incineration certainly is not
- · Cycle collect and return service announced yesterday on LinkedIN

### **Waste Segregation**

- · Segregate waste at point
- Multiple bins or multiple compartment Segregate
- Food waste and polluted packaging
   Clean packaging to add to recyclables
   reusable and recyclables

- Coffee Aluminium capsules
   London collections
   compostable if you have a garder
- Coffee grounds for fuel
   London collections
- General waste gets burned in
- Southwark
- What happens in Islington?



### **Segregation: Not Compostable**

- Plate scrapings
- Animal produce
- · Poultry, meat or fish
- · All suitable for Anaerobic Digestion
- · Composites difficult to separate

© GBE NGS 2003-21 Greening up Your Office

### Segregation: Recycleables

- Plastics: plastic bottles, yoghurt tubs
- · Cans: food and drink (remove lables)
- · Cardboard: Boxes
- · Paper:
- · Glass: Bottles and Jars

### **Plotter Waste**

- How often does a plot sit there all day and the owner not turn up to collect it
- Probably sent it to a plotter on the wrong floor then another on the right floor
- · Default settings and printers help
- · Take responsibility for
- · Printer queues help



- Segregate recyclable paper
- Segregate waste at point of generation
- Provide dedicated bins labelled
- · don't misuse them.
- · Manage paper: don't misuse
- Reuse waste photocopy scraps for drafts and notes









### Two bins, one to segregate



### A4 Scraps stored for reuse





GBE

# WEEE & **Hazardous Waste**



Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk

### **WEEE Regulations**

- Waste Electronic and Electrical Equipment
- Not permitted to Landfill 1st July 2007
- Toxic parts
- · Requires recycling of valuable component and materials
- · Reuse is often possible
- · Charities set up recycling companies

# Hazardous Waste: fluorescent

### **Battery Recycling**

- https://www.moreeco.co.uk/news/batteryrecycling/
- 30,000 tonnes of portable batteries enter the UK market each year.
- New EU rules have come into force that require some stores selling batteries to provide in-store recycling bins.
- Anyone selling more than 32 kg a year
   equivalent to one pack of four AA batteries a
  day
  - must comply as part of targets on cutting landfill

### **Batteries**

- · Should be avoided if at all possible
- Use more energy to create than they provide
- Toxic in landfill
- · Now being segregated
- Most often a small proportion of the charge is used and then discarded

© GBE NGS 2003-21 Greening up Your Office

### **Batteries**

- Dead Camera batteries will still turn Walkman
- Dead Walkman batteries will still turn clocks for years
- Dead walkman batteries will run an old radio (not DAB radios) for months
- Dead batteries will light LED bike lamps
- DAB radios & batteries are an environmental disaster



### **Rechargeable Batteries**

- If you have to use batteries
- · Use rechargeable
- New types
- 15 minute charge possible
- · Office bike
- · Survey torches
- · Site walky-talky

### Alkaline Battery 'Rechargers'

- Rather than wasting batteries or going to the expense of buying a rechargeable, you can now 'recharge' normal batteries.
- Each 'recharge' costs 1p per battery and they can be recharged to 95% of their original capacity for approx. 100 times.
- This could save a host of batteries and their associated toxins ending up in landfill.
- · Cost will be £ 20.50 inc. VAT
- · www.souvenir-cranwell.com/battery\_regen.htm

### **LED lamps**

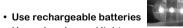
- Red and green indicator lamps on computers
- Now full colour range available
- · LED use very little energy
- LED bike lamp batteries last for a very long time
- Use LED in lighting display advertising & emergency signage
- Remember they are spotlights
- Don't blind other cyclist point road

# Hazardous Waste: Batteries Let staff bring them from home



© GBE NGS 2003-21 Greening up Your Off

### **Batteries**



- Use solar charged lights
- Use solar recharged batteries
- · USB charged lamp



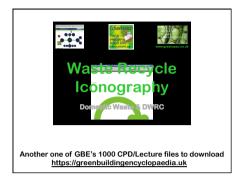




© GBE NGS 2003-21 Greening up Your Office

### Refuse Room

- · Segregate Waste, bag and label
- Use Recycled plastic 2 and 4 wheel bins with lockable lids, shaped holes
- Colour code, graphic, words and notice
   Educational opportunity
- · Store waste for LA kerbside collection
- Improve on LA waste strategy in readiness for improvement







### **Westminster Website**

- Waste Guide
- · the definitive guide
- https://www.westminster.gov.uk/ environment/rubbishwasteandrecycling/ rubbishandwaste/

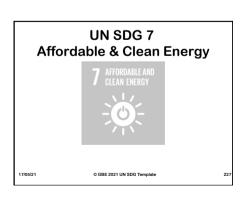
© GBE NGS 2003-21 Greening up Your Office

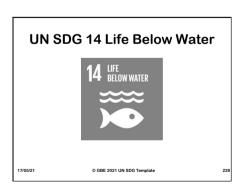
### When you upgrade don't dump

- · WEEE regulations apply to IT and White goods
- GreenWorks and GreenStandards and others will take your stuff, refurbish and resell or gift to charity, schools and hospitals
- · School in a box
- NGS GBE website Specification Appendix
  - Furniture Fittings Equipment & IT: APP FFEI
  - Material Exchange Websites: APP MEW
- Freecycle: www.freecycle.org









### **Kitchen and Toilets**

- · Hot water drinks
- Cleaning Fluids
- Paper
- · Drinking Water
- · Food & Drink
- · Utensils, Cutlery and Crockery
- Fairtrade
- · Waste segregation
- Equipment



### **Eco Kettle**

- Never boil the same water twice
- Healthy water is cold or boiled once
- · EcoKettle helps to boil just enough water once
- · Any kettle and person can do that
- Also helps older generation who think kettle must be full and water must thunder before using
- · Traditionalists think tea must use boiled

### Hot water

- · if sufficient staff numbers
- · Use boiling water dispenser rather then kettle
- · Kettle in preference to saucepan
- Yes it happens
- Especially with non-indigenous staff



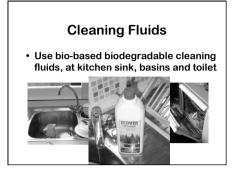
- · Not dissimilar to umbilical multi-supply taps behind bar in wine bars and pubs
- · These will dispense boiling water, cold water and filtered chilled water
- E sales@zipheaters.co.uk
- T 03456 005 005
- · Zip Heaters UK Ltd.
- W https://www.zipwater.co.uk
- · W https://www.zipwater.com













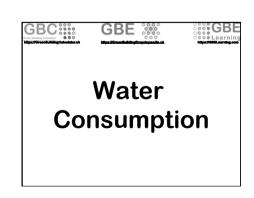


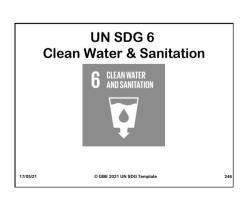


















Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk

### **Drinking Water**

- Bottled water is not sustainable
- · Food miles
- Transport Fuel
- Transport emissions
- Transport congestions
- · Embodied water
- · is not uncommon
- · It is desired by staff



### **Corporate Greed**

- · Nestle are suing a city hall in USA
- for trying to ensure its own people get enough water
- · to drink and for agriculture
- · Nestle extracts millions of gallons
- Pays next to nothing for water supply
- · Exports globally (Embodied water)
- · Probably pays no tax

### **Drinking Water**

- Chilled bottled water is desired by staff but is not sustainable
- Ambient filtered water is better and can be on tap
- Chilled filtered water is desired by staff and can be on tap





- Not dissimilar to umbilical multi-supply taps behind bar in wine bars and pubs
- These will dispense boiling water, cold water and filtered chilled water
- E sales@zipheaters.co.uk
- T 03456 005 005
- · Zip Heaters UK Ltd.
- W https://www.zipwater.co.uk
- · W https://www.zipwater.com

### **Bottled Water 'Could Be Toxic'**

- Toxic threat: Bottled water may contain potentially toxic substances, research warns
- Potentially toxic substances found in plastic could be seeping into bottled water, new research shows.
- Scientists in Germany discovered heavy metal traces in 15 brands of bottled water from Canada and 48 from Europe
- They found "unambiguous" evidence of the potentially toxic heavy metal Antimony (known as Sb) leaching into water from their containers
- The researchers, led by Professor William Shotyk of the University of Heidelberg, also looked at Sb levels in three German brands of water available in both glass and plastic bottles

### PET Polyethylene terephthalate

- They found that levels of Sb in the plastic bottles made from polyethylene terephthalate (PET) were up to 30 times higher
- Further research compared Sb levels in pristine groundwater from rural Canada with 12 brands of water from Canada sold in plastic bottles and three brands of deionised water from Canada, also sold in plastic
- This study indicated that all the waters bottled in PET containers had been contaminated with Sb.
- Antimony is a metallic element used as an alloy in manufacturing

### **Glass Bottles too**

- · The research, published in the Journal of **Environmental Monitoring, also found** evidence of some leaching of Sb from glass bottles into water.
- · Contamination from PET bottles is probably "far greater" than from glass
- · But the extent of Sb leaching from glass containers is unknown because the research only looked at three glass bottles compared to 48 brands of water in PET bottles.

### The report concludes:

- · "The data presented here leaves little doubt that bottled waters stored in PET are contaminated with Sb from their containers."
- · It adds that all the water tested contained Sb levels which were well below the WHO's recommended guidelines for drinking water.

- · "However, given that there appears to be a continual release of Sb from the containers to the fluids, and that the Sb concentrations in the waters mainly reflect the duration of storage, systematic studies of the extent and intensity of contamination are warranted," the report concludes.
- · Recently developed methods of measuring Sb levels in polar snow and ice were used to test its presence in the bottled water.

### Corn starch bioplastics

- Belu
- Commercially Biodegradable bottle (closed vessel)
- · Social Sustainability:
- · Profits go to clean water projects world wide via wateraid
- · www.belu.org
- · Seen in glass bottles recently











# **Cup & Utensil** Cleaning

### **Utensils, Cutlery and Crockery**

- · Small offices:
- use china/ceramic mugs and cups
- clean them manually
- · Medium offices:
- clean them overnight with dishwasher,
- using biodegradable cleaning fluids



### **Utensils, Cutlery and Crockery**

- · Intermediate offices:
- use paper cups and segregate waste
- Big offices:
  - use plastic cups with special bins and a plastic cup recycling service



### Plastic cup recycling

- · There are nationwide drinks dispenser plastic Beca collection services that comes with a special Beca
- · They produce recycled plastic stationery items









### Food

- Seasonal, Local, Fresh & Organic is best
- · Not imported, frozen & chemical
- · Support local farms & farmers markets
- Receive local food boxes
- · Exotic fruit and vegetables are not sustainable (food
- · Imported foodstuffs are not sustainable (food miles)
- · Sainsbury/Tesco is easy and cheap
- · Co-op is good again
- · Fairtrade (independent) is best of imported
- · Sainsbury opted out, now "Fairly Traded"
- · Choose Fairtrade not Fairly Traded
- · Meat is a bad environmental choice



### Fairtrade Foundation Fairtrade Fortnight 6-19 March 2006



- · Fairtrade Fortnight
- · "increase consumer awareness of the Fairtrade Mark and encourage people up and down the country to purchase Fairtrade products"
- · 2006 Theme 'Make Fairtrade your habit'
- hundreds of new Fairtrade products available. including clothing made from Fairtrade certified
- · huge range of products including bananas, chocolate, t-shirts and even footballs
- <u>www.fairtrade.org.uk</u> <u>www.fairtradefestival.co.uk</u>
- E mail@fairtrade.org.uk

© GBE NGS 2003-21 Greening up Your Office

### **Fairtrade**

- · 1000 products
- · Coffee, Tea, Chocolate, Cocoa, Sugar, bananas, fresh and dried fruit, juices, honey, cakes and snacks, preserves, nuts, oils, herbs & spices, rice, beer, rum, wine, muesli







Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk

### **All Appliances**

- All appliances and fittings on isolation/flow regulating valves
- · set low by default.
- All water using appliances to be A+ rated for water use.
- · All new as set out below below,
- · Existing to be modified towards these
- · Fit water-escape protection
- Shuts valve after a period of mains water flow
- Washing machines, mains water coolers

### Sanitaryware

- · Water saving Taps and Appliances
- Sanitaryware Female Issues & Services (including female urinals)
- · Office crèche
- · Hand Cleaning soap
- Cleaning Appliances
- · Hot water supply & Insulation
- Showers
- · Hand drying
- Toilet paper
- Covid Considerations

### SE England

- · Water shortages,
- · drought over recent years
- · Recent rains solves one year's problems
- Flooding causes pollution does not solve shortages
- · Code for Sustainable Homes addresses water
- but its theory was flawed
- But that has been dropped
- · BREEAM helps
- · BRAD G failed to deliver

### Urinals

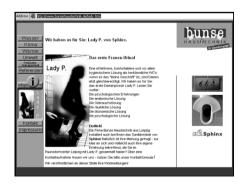
- In past:
- Automatic flush
- 24 hours a day
- Fitted night time miser
- Now:
  - Fit proximity detectors to flush after you leave
  - Waterless Urinals
  - Still need waste pipes for urine!
  - Vent system to take smells away





Female Urinal (in cubicles)

- · Promoted as faster turn around time than WC
- Reduce need for toilet wipes and paper seat covers
- · Less gymnastics at WC or Squat WC
- Back to urinal and tilt forwards pee backwards
- · Some accuracy necessary or splash back
- · But nobody specified them
- · Disappeared from market? No.





### **Female Solutions**

- · P-mate Hand-held (outdoor use)
- https://www.pmate.co.uk/
- . The Whiz Hand-held (outdoor use)
- · https://www.whizaway.com/? OVRAW=female%20urinal&OVKEY=female%20urinal &OVMTC=standard
- · Lady P Fixed Urinal (indoor use)
- · https://www.bunsehaustechnik.de/lady.htm

© GBE NGS 2003-21 Greening up Your Office

### Female Facilities

- · Sanitary Towels, Tampons, Liners
- · Avoid using the Sewers as a waste disposal route - block up the sewer filters or combined sewer overflows to rivers and dispose on the beaches
- · Collection services with dedicated bins
- WEN Women's Environment Network
  - Offer no-waste alternatives
  - https://www.wen.org.uk
- · https://www.wen.org.uk/environmenstrual/

### Office Crèche

- · Avoid silica gel absorbent in core
- Avoid landfill
- · Avoid Pampers, etc.
- · Use Natural cloth washable nappies
- · Local authorities are developing wash services
- · Inner lining to remove solids to WC
- Use compostable nappies
- · https://www.wen.org.uk
- https://www.naturalchild.co.uk/ShopHome/ index.html/?target=dept 44.html
   https://www.naturalchild.co.uk/ShopHome/
- https://www.totsbots.com/reusable-nappies.htm

### **WC Flush**

- · Was:
- 9 litre flush
- · Now:
- < or = 6 litres</p>
- · Could be:
- dual flush 6/4 litre · Better: (should be normal
- 4/2.5 litre · Best:
- 1 litre vacuum flush
- Recycled rainwater flush water not potable water

### WC Ideal

- All appliances and fittings on isolation/flow regulating valves
- Dual and low flush cistern/toilet 4/2.5 litres
- · Low capacity cistern means quicker refill
- Faster turn around
  - · No more waiting for second flush to remove your deposit
- Shorter queues?
  - . Depends upon other activity time
  - Tissues on toilet seat?
  - With children?

### **Existing Buildings: WC**

- · Introduce isolating valve to pipework
- · Retrofit low water demand flushes to existing WC cistern
- · Retrofit water saving devices in existing cisterns
- Save-a-flush
- Hippo

© GBE NGS 2003-21 Greening up Your Office

### Save Money, Water & **Environment**



- UK water use increased by 70% since 1970
- · Toilets: 90% of water use for an office
- · A device can be fitted to a siphon toilet (with handle on front),
- · saving average UK household 500 litres/week
- · If on a water meter, over £100/year
- · Interflush from Varyflush
- · www.interflush.co.uk.
- Flush or new toilet on WTL & ECA

### **WC Cleaning**

- Use a brush in preference to chemicals
  - Or Coca Cola for calcium build ups
- · Use natural cleaning liquids if you must
- Ecover
- Non-stick coatings: ToTo @ 17CHS
- · Use biological anti-bacteria coated
- Lives on the bowl surface
  - not washed away
- Eats skid marks for breakfast







### **Natural Cleaning**

- · On GBE website
- · Natural ingredients
- Lemon, Vinegar, Bicarbonate of Soda, etc.
- Recipes
- Stains <> Recipes

### **Basins and Taps**

- · Fast wasteful taps aim into bowl
- · Slow flowing tap drips onto surfaces
- Stop designing them so 25% of water ends up on work surface or floor
- Sanitaryware by manufacturers work
- Architect designed sanitaryware usually fails
- · FMs hate them

# Tap cleaning

- · Dripping on surfaces,
- · Soap residues require cleaning
- Cleaning requires chemicals or detergents
- Avoid touching with soapy hands
- · Proximity taps avoid it all
- Covid Opportunities

© GBE NGS 2003-21 Greening up Your Office

### **Percussion taps**

- · Shut too fast to get to the water
- · Or too slow turning off
- · No control over the flow rate
- · Jam on, Jam part way
- Chrome damaged by soap, rings and keys in hands
- · Can be sprinkler
- Put on isolation/flow regulator and set low by default

### **Taps**

- · Slow flow to save water
- · Proximity taps stop & start on their own
- · Spray taps reduce water demand
- · Aerators feel like lots of water
- · Sinks and Baths want to be filled quickly
- · avoid water cooling by aerators/sprinkler
- · Two stage taps, slow flow and fast fill

### **Taps**

- Hot and cold water taps on isolator/flow regulator valve
- 4 litres/minute maximum
- · proximity actuated taps
- · aerators or spray heads
- · safe temperature blending
- not pressurized, not percussion taps
- · Pumped on circulating pipe if remote storage
- Solar Thermal heating
- · Anti-bacterial coatings
- Covid Opportunities

### **Existing Buildings: Taps**

- Retrofit water aerators/sprinklers on existing taps
- Tap Magic
- https://www.tapmagic.co.uk/
- · Save 70% water and energy in hot water
- · Sprinkler and full flow or sprinkler only
- Or replace existing with proximity taps with low flow and aerators



### Sinks

- Hot and cold water taps
- · Need quick sink fill to avoid heat loss
- And sprinkler/aerator low flow to wash hands and some teeth brushing and face washing
- · Isolation valve but regulator less important
- · Elbow/level taps, easy on/off
- Sinks fitted with two stage taps: sprinkler and full flow
- · Some wash dishes with running tap
- · 6 litre/minute maximum

### Sinks

- · Hot and cold water taps
- · Need quick sink fill to avoid heat loss
- And sprinkler/aerator low flow
- for hands face washing & teeth brushing
- Isolation valve and balancing system
   but regulating flow less important
- · Elbow/level taps, easy on/off
- · Sinks fitted with two stage taps:
- sprinkler and full flow
- · Some wash dishes with running tap
- Some café chains insist on running tap 24 hours
- · 6 litre/minute maximum

### Catering kitchen sinks:

- · Catering sinks want fast flow to fill
- · Avoid aerators on fast fill tap
- Hand washing should be in separate bowl with two stage tap with aerator/ sprinkler
- · All taps on isolation/flow regulator valve

© GBE NGS 2003-21 Greening up Your Office

### **Existing Buildings: Appliances and** Sanitaryware

- · Retrofit isolation/flow regulating valves on all taps and supply pipes
- · Set low by defult

© GBE NGS 2003-21 Greening up Your Office

### **Cyclist Showers**

- · 8 litre/minute maximum low flow shower
- · Narrow spouts give pressure jet effect
- · Good spread of water jets impression of lots of
- · good water head ideal
- · not power shower
- · Try to avoid retrofit power-shower
- · Changing facility and lockers
- · SHRU Shower Waste Heat Recovery Unit
- Significant energy savings to be had
- Hot waste pre-warms incoming cold water

### **Pipes & Insulation**

- · Fully insulate hot and cold pipes along whole length
- · Inspect everywhere and confirm
- · Avoid labour intensive wrapping, it wont happen
- . Encase with split tube or Fill whole void
- · If DHW is on a circulating pipe, then well insulated
- · Avoid dead legs, avoid long dead legs
- · Bathrooms over/near kitchens: compact plumbing
- · Domestic: Many ensuite bathrooms usually means excess plumbing and energy wasted

© GBE NGS 2003-21 Greening up Your Office

### GBE ... GBE Pipes & Insulation

- · Fully insulated hot and cold pipes along whole length
- Inspect everywhere and confirm Use Tubular insulation

- . If DHW is on a circulating pipe.
- · Avoid long dead legs
- Make efficient floor plans to keep plumbing compact
- Once buildings are well insulated hot water becomes major demand

© GBE NGS 2003-21 Greening up Your Office

### GBE .... GBE

### Existing buildings

- · Every plumber and electrician needs to carry insulation
- · Every time they open up a void
- · They should insulate the void before closing up
- · Or the opening up has to happen twice in order to insulate the voids of a building

© GBE NGS 2003-21 Greening up Your Office

### **Services Repairs**

- · British Gas Engineer's on repairs and maintenance contracts
- They are required to insulate pipes close to insulated replacement cylinders
- But not beyond say 1 meter
- · They think pipe insulation is a waste of time - They are very wrong
- Because BG engineers tell the public
- trust BG Engineers
- every other engineer is a cowboy
- · So much TV marketing to fix their bad reputation

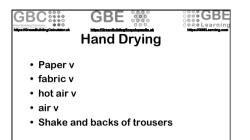
### **Basins & Soap Recess**

- · Soap Recess don't drain
- · Especially if Architect designed
- · Soap bar dissolves
- · Wasteful of soap
- · Check the reflection in the mirror



### Hand cleaning soaps

- · Bars of soap are messy
- · drving shrinkage cracks harbour bacteria
- · Use Biodegradable
- · Liquid soaps destroy rain forests for oil plantations
- · avoid excess soap
- 1 squirt is enough
- · Use foaming dispenser avoid excess



GBE :::

© GBE NGS 2003-21 Greening up Your Office

### Hand drying paper towels

GBE

Wasted

**GBC** 

· Unless segregated for recycling

© GBE NGS 2003-21 Greening up Your Office

### **Cold Air Hand dryers**

- withdraw hands slowly,
- · 400 mile/hour blast of air removes water
- residual heat from motor
- 10 seconds compared with 27 to 40+
- · 1900 watts to blast air
- · Mistaken for urinals

### **Hand Drying**

- Fabric towels
- No waste
- · Do need cleaning but carried out on a commercial scale
- · Don't locate hot air blowers over radiators because they will rust away

© GBE NGS 2003-21 Greening up Your Office

### **Hand Drying Towel**

- · Cleaned by service
- Carried out on a commercial scale
- · Reused not wasted
- · unlike paper towels
- · Unless segregated or recycling



© GBE NGS 2003-21 Greening up Your Office

### **Hand Drying**

- · Fabric towels use less energy than hot blown air which are not very effective
- · Only use electric if no other method possible (2009)
- Do use electric (2020)
- . Don't locate hot air blowers over radiators because they will rust away

© GBE NGS 2003-21 Greening up Your Office

### Warm Air Hand dryers

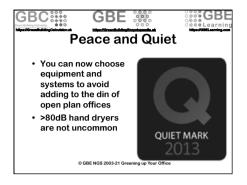
- · Electrically warmed air
- · Inefficiently created and distributed but lower carbon grid electricity
- · Inefficient hand dryers 500-2500 watts
- · Long wait to get dry (10 seconds?)
- · Impatience means hands not dried despite expended heat
- · Avoid over radiators or they rust

- · Wet hands in, proximity detection,
- · No heat added, just air and some



### Efficient cold air hand dryers

- · No heat added, residual heat from motor
- · Air driven through tight gap air feels
- · Concentrated vortex downward air flow
- · Hot air rises and is drawn back in via concentric openings
- · Heated air recycled and cleaned
- <600 watts</p>



### **Cold Air Hand dryers**

- Wet hands in, Proximity detection, withdraw hands.
- · blast of air removes water
- · 400 mile per hour wind
- No heat added, just air and some residual heat from motor
- 10 seconds compared with 27 to 40+
- Dyson Marketing is very Effective
- 1900 watts is not Effective (500 watts is)
- >80 dB is not Effective (disturbing adjacent)



# **Toilet Paper**

### UN SDG 12 Responsible Consumption



7/05/21 © GBE 2021 UN SDG Template

### **Toilet Paper**

- · 15 years ago
- "Everyday about 270,000 trees are effectively flushed down the toilet," Andrew Lee, director of campaigns at WWF
- "This is occurring at a time when some of the world's most important forests are under serious threat.
- Manufacturers must use more recycled fibres in their products."

### Campaigns work

- 20% companies made FSC toilet paper
- After a very brief WWF campaign 10 years ago
- Now most toilet paper manufacturers provide FSC certified paper
- · Or have recycled content paper
- Or both
- Choose it if you don't already

### **Toilet Paper**

- · Very little recycled paper available
- 23% compared to 88% in commercial / business paper
- · Only 21% FSC-certified sourced pulp
- Only one company taken measure to exclude illegal sourced timber

© GBE NGS 2003-21 Greening up Your Office

### **Toilet Paper**

- Andrex ranked bottom of tissue manufacturers
- Kimberly-Clark emerges poorly from a WWF survey of the environmental performance of European tissue manufacturers.
- None of Europe's leading tissue companies are "offering enough recycled content" in their products, according to WWF.
- Kimberly-Clark was ranked bottom of the survey, which looked at timber sourcing policies and the use of recycled paper amongst a range of other environmental indicators.

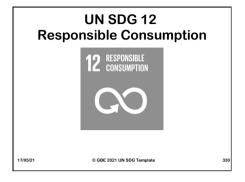
### **Toilet Paper**

- Procter and Gamble, Georgia Pacific, Metsä Tissue and SCA were the other companies surveyed.
- Kimberly-Clark's consumer products contain only 23% recycled paper, although its business products contain 88%
- Only 21% of pulp used by the company in Europe comes from FSC-certified sources.

### **Toilet paper**

- Kimberly-Clark reacted with "surprise" and "disappointment" to the survey.
- "We find it strange that WWF has put us at the bottom of the ranking when Dow Jones has just named us as a leader in the personal products sector of its sustainability index."
- spokesman Joanna Lund.
- "That's a much more authoritative survey."
- Dow Jones, however, only invited the world's 2006 largest companies to participate in its latest index.
- SCA, Metsä and Georgia Pacific the top three comp WWF's survey - were too small to be included.
- SCA is the only company to have "taken effective measures to exclude illegal or controversial timber" from its products, according to WWF





### Office Expendables

- · Ink cartridges
- · Printing paper
- · Reducing paper use
- Word processing and printing
- · Recycled Stationery Suppliers
- Green Stationery

© GBE NGS 2003-21 Greening up Your Office

### **Ink Cartridges**

- Recycling of ink cartridges
- Under public pressure manufacturers now offer recycling



© GBE NGS 2003-21 Greening up Your Office

### **Ink Cartridges**

- Companies offer reuse by refilling
- · Sell at lower costs
- Postage page empties return
- Recharge them
- · Resell them

© GBE NGS 2003-21 Greening up Your Office

# GBC GBE GBE GBE

- In 2006 the UK used about 12.4 million tonnes of paper
- · of which only 32% was recycled
- UK Businesses use 2 million tonnes of paper each year

© GBE NGS 2003-21 Greening up Your Office

### **Paper**

- Use FSC (Forest Stewardship Council) accredited paper
- Use recycled paper sponsoring WWF etc.
- · Use recycled paper
- · Post consumer recycled
- · FSC now covers Recycled



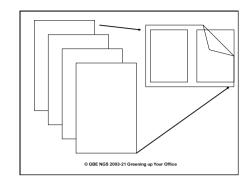
### **Word Processing**

- Work hard at fitting the last paragraph onto page one
- Use Page Set up and Paragraph Settings to auto-fit in one page
- · Adjust margins to use more of the page
- · Specifications: too thick?
- Reduce margins, reduce font and print double sided

### Photocopying and printing

- · Set printers and copiers to default:
- double sided, 2 No. A4 reduced to A4 landscape
- · i.e. 4 pages to a sheet
- Proof-read and spell-check on screen before printing,
- · test print before multiple printing,

© GBE NGS 2003-21 Greening up Your Office



### **Saving Paper**

- London-wide switch to duplex printing
- could save 17.5 billion sheets of A4 paper every year!
- That's enough paper to wrap around the earth four times!

© GBE NGS 2003-21 Greening up Your Office

## Copiers

- Set default to print double sided
   A4 side by side shrunk to fit
   A4 landscape
   i.e. 4 pages per
   A4 sheet
- · Reuse waste
- · Recycle waste

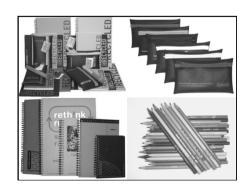
### **Green Office Supplies**

- Government Approved suppliers and supplies list available
- · "Quick wins"

© GBE NGS 2003-21 Greening up Your Office

### **Recycled Office Supplies**

- · https://remarkable.co.uk
- Remarkable (Pencils) Ltd. The Old Stables Hansfield, GL19 4LG
- T 01452 780 795
- E edm@remarkable.co.uk
- · Recycled tyres: Mousemats, pencil cases,
- · Recycled plastics: Rulers, Pencils
- · Recycled paper: Books, Pads, Paper
- · Recycled rubber and paper avoiding plastics



### **Green Stationery**

- https://www.greenstat.co.uk/
- Studio One, 114 Walcot Street, Bath, UK, BA1 5BG
- T 01225 480 556
- F 01225 481 211
- E sales@greenstat.co.uk



- · www.firstimpressionslastlonger.com
- · Victory House, 89B Gloucester Rd, Crovdon, CR0 2DN
- T 0208 665 4080
- F 0208 665 4092
- E adam@yhcholdings.com

© GBE NGS 2003-21 Greening up Your Office

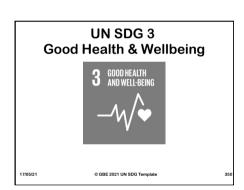
- Carbon neutral environmentally responsibly printer cartridges and stationary
- · offer very competitive prices and customer service, whilst cutting your carbon emissions and making your business as green as It can be.
- · visit your business and show you how to reduce your wastage and save you money.

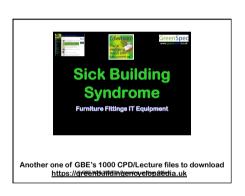


- · Support local UK manufacturing
- 95% of the products we supply are recycled and we will help increase your recycling percentage
- Our deliveries will arrive to you via our green fleet
- · in 100% recycled packaging
- · Our products cost less and have a longer life span
- We won't bombard you with heavy brochures
- 12.000 customers
- · saved 28 tones in waste

© GBE NGS 2003-21 Greening up Your Office





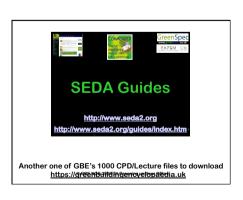


### Sick Building Syndrome

- · VOCs from plastics
- · Carpets and sheet flooring
- · Plants and Humidity
- · Paints and lacquers
- · Wall papers
- · Furniture off gassing
- · Binders in Library and Filing
- Ergonomics
- · Monitors and printers and outlets
- · Wireless computing
- · Graphics department

### **Sick Building Syndrome:**

- · Avoid use of materials which are contributing factors:
- · Off-gassing from flooring, carpets, furniture, wall and ceiling decoration
- · IT problems PVC cabling
- Illegal to Smoke in office 1st July 2007
- · Mech Ventilation with recycling of







### **Indoor Air Quality**

- · We send a lot of time indoors
- Often the air inside is worse than outdoors
- · Off-gassing from Carpets, paints and furniture
  - High VOC finishes
  - Adhesives & Treatments
- · If you can smell new carpets or paint then there are problems

### **Defra Consultation**

- GPP Government Public Procurement
- · UK standards being set higher
- EU eco-label standard set but certificate not required
- Mandatory for Central Government - Voluntary for Local Government
- · Furniture Industry Consultation meeting
- They want consistency across all requirements even if set high
- · Public consultation on draft standards
- . Manufacturers comfortable with low ambitions in some areas
- · Some reluctance to embrace all issues

### High plastic content flooring

- · Vinyl (PVC) flooring
- · Static electricity build up
- · Carpet:
- Vinyl backed
- Sheep's wool with nerve toxins from dipping (Woolmark included)
- Petrol-chemical based carpet



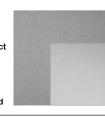
### Other Issues

- · Sick Building Syndrome
- · Encourage the use of plants to condition air
- · Encourage use of water, minimise static electricity
- · Banned smoking (indoors) moved to front
- · Encourage fitness with bike to work schemes



### Paints and lacquers:

- Synthetic plastics and solvent based paints with VOC (Volatile Organic
- Avoid all synthetic paints
- 2012 EU Directive controlled VOC in paints
- Avoid low VOC paints
- Lots more chemicals to act like previous paints
- Avoid Vinyl paints,
- Avoid Vinyl wall paper
- Smoke hazard Avoid Solvent paints,
- Plastics attract dust, need cleaning



### Office Furniture

- Chairs
- Tables
- Ergonomics Dynamic furniture
- Avoiding plastics
- Avoiding chemistry
- · Avoiding off gassing
- · Reducing materials

### Plastics, PVC in particular

- · Plastic laminate in furniture (formaldehyde)
- · Formaldehyde and VOCs in adhesives in timber based boards in furniture, MDF, Chipboard and Plywood



### Library (if you still have one)

- Binders many of PVC
- Off-gassing to internal air
- Phthalates (plasticiser)
- Unhealthy
- · Toxins Dioxin released in fires

# Office Project Filing (if you still do that)

- Binders many of
- PVC
- Off-gassing to internal air
- Same issues as previous



### **Ergonomics: Sitting at Monitors**

- Avoid glare in monitors
- Keep face 28" away from CRT screen (they are in in WEE Waste recycling by now)
- Check ergonomics of table, chair and computer parts and user



### **LCD Monitor**

- Minimum radiation from front and back
- Minimum heat generated
- · Need less room
- Furniture down sizing

© GBE NGS 2003-21 Greening up Your Office

### Copiers

- Keep photocopiers away from people, in closed rooms, with ventilation
- O<sub>3</sub> Ozone generated
- Take care with laser toner: Carcinogenic
- Wash hands thorough
- · Latest laser toner ground even smaller
- · New solid wax inks minimise packaging

### **Rear of Computers**

- Radiation from all ports that are not in use
- Lead caps are available
- · Nobody uses them
- You irradiate others
- · Visa versa



Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk

### **SSO Switched Socket Outlets**

- · Electromagnetic radiation
- Radiation emanates if switched on with no plug in socket
- · Always switch them off if not in use
- · Contracts: leave switched off
- · Especially if indicator lights included

© GBE NGS 2003-21 Greening up Your Office

### **Infrared and Wireless Networks**

- · Stick to wires
- · Don't go wireless
- Avoid Radio or Infrared
- Don't irradiate your staff
- · Infrared Mouse too
- · Bluetooth?



### **Graphics Department**

- · Solvents
- · Past: CFC propellants
- Ozone Depletion Potential
- · Alternatives available now
- · Hazardous waste
- Some domestic waste segregation
- · Not segregated yet
- Avoid staff abuse
- Extract away from occupants do not recirculate
- · Humidity tolerance?







- · Green Graphics
- Exhibition Displays, Murals, Pictures
- · Cardboard with Honeycomb core
- · 10 mm thick lightweight and strong
- 2.5 x 1 m printed £100 (2010)
- · Cut for concertina folding easy delivery

© GBE NGS 2003-21 Greening up Your Office







# **Ergonomics**

Sick Building Syndrome, Defra Furniture Consultation, Dematerialisation, RSI Repetitive Strain Injuries, CTS Carpels Tunnel Syndrome, ULD Upper Limb Disorders Health & Safety v Ergonomics Chair & Desk design

### UN SDG 3 Good Health & Wellbeing



17/05/21 © GBE 2021 UN SDG Template



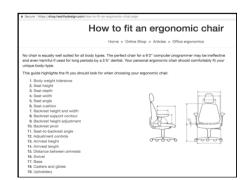
Another one of GBE's 1000 CPD/Lecture files to download https://greenbuildingencyclopaedia.uk

### **Ergonomics & Wellbeing**

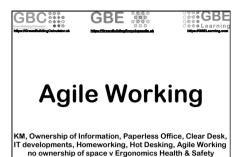
- Manual handling: weight and read
- Calculators and Computers
- RSI Repetitive Strain Injuries,
- Repetitive activity (keyboards/mice + bad sitting and posts
- CTS Carpels Tunnel Syndrome, typing needed wrist supp
- ULD Upper Limb Disorders embraces above and
- Ergonomics Chair & Desk design
- Sick Building Syndrome
- Many contributing factors, none pinpointed by H&S
- VOC in paint, formaldehyde in timber furniture adhesives and binders
- Green Public Procurement
- Defra Furniture Stakeholder Consultation (chemicals in upholstery)
- Office Chair Dematerialisation

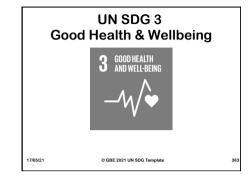
### **Person Specific Ergonomics**

- · H&S championed good posture at work
- Ergonomics of working at desks and computers
- Induction to offices included 19 stage tailoring a chair and all of its settings to fit the user,
- Chair size, seat height, back rest, arm rests, lumber support, feet supports, etc.











### **Agile Working**

- No ownership of space unless dedicated IT Platform or Hard Wiring necessary
- (accounts, digital printing, PC software in Apple offices)
- Working with strangers and not in teams
- Needs more team building activity
- Needs Monday morning meetings Friday wine downs
- · Seamless portable IT and support essential
- · Different work activity and furniture scenarios
- Excess capacity seats and desks essential
- Hot deskers need more integration
- . Loss of Ergonomic Health & Safety



- · Uncluttered floor without Pedestal units
- · Good wire management
- · Hidden but accessible cable trays
- 4 gang switched socket outlet extension leads with spare canacity for lantons
- 2 in use and default all 4 switched on just in case
- Electromagnetic radiation on 24/7/356
- Power demand from all computers even when turned off
- 2 redundant SSO lights and computers need another power station running 24/7/356
- Agile working gives me a chance to turn off redundant SSO one work station at a time one day at a time
- Some cannot be turned off

### Non-specific chairs

- Agile working denies individuals support for their individual frames
- Musical chairs every morning is not practical
- Agile working denies all the benefits gained by H&S and chair ergonomics
- Apparent little differences can make a big difference to wellbeing and productivity





### **Defra Public Consultation**

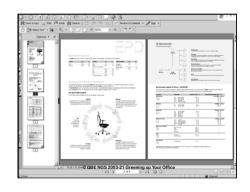
- Green Public Procurement
- EU Directives
- UK Over ambition for Government Departments
- · Consultation on upholstery materials
- Chemicals for fire protection
- Unhealthy staff and offices
- · Industry response:
- How much chemistry can we keep using
- How ill can we keep making people
- Or dematerialize the chair

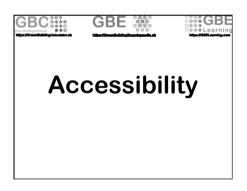


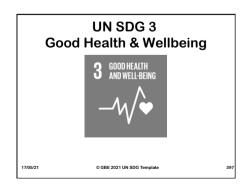




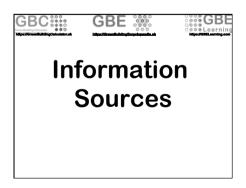


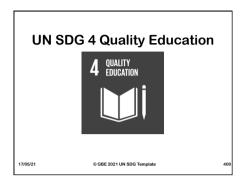




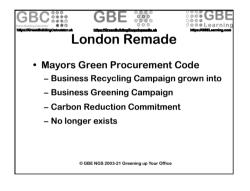


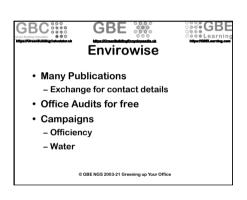














**Information Sources** 

· on-line green equivalent of Which?

• https://www.ethiscore.org/home.aspx

· https://www.thegoodshoppingguide.co.uk/

• https://www.etheco.com

• Ethical Consumer Magazine

• Good Shopping Guide

• Etheco

Magazine