



**DAILY ACTIONS TO REDUCE YOUR CARBON FOOTPRINT AT WORK**

	<b>DID YOU KNOW?</b>	<b>WHAT UNITRENTO DOES</b>	<b>WHAT YOU CAN DO</b>
<b>ENERGY</b>	<p>A one-degree shift in the temperature in a closed room implies an increase in fuel consumption of about 7% and has an impact on CO<sub>2</sub> emissions.</p>	<p>The electricity that powers University buildings comes 100% from certified renewable sources. The Guarantee of Origin is an international certificate that is awarded to power plants that comply with certain environmental sustainability requirements.</p> <p>The car fleet of UniTrento will be renewed and new full-electric cars will be purchased.</p> <p>114 thermal and electrical meters will be installed at different University locations to timely monitor energy consumption and create a solid database to plan further actions aimed at increasing the efficiency of buildings and air conditioning systems. All the metering data will be uploaded into the new CAFM software called "InfoCAD".</p>	<ol style="list-style-type: none"> <li>1. Where possible, set the office temperature at around 20°C in the winter and 26°C in the summer.</li> <li>2. Adapt your office clothing to reduce energy consumption: for example, if necessary, wear a warm sweater in the winter instead of increasing the room temperature.</li> <li>3. Do not use "electric heaters". If you think that the heating system is not adequate, report it.</li> <li>4. Heating appliances (fan coils, radiators, etc.) must not be covered by objects.</li> </ol>
	<p>An average elevator produces approximately 700 grams of CO<sub>2</sub> every day.</p>	<p>5. Whenever possible, use the stairs instead of the elevator. If you find it necessary to use the elevator on the way up, avoid using it on the way down.</p>	



	<p>A tree takes a day to neutralize the CO<sub>2</sub> generated by a computer running for 1 hour.</p>		<p>6. Turn off the lights when you leave the office and switch off electrical appliances when not in use. Many electrical appliances are never completely turned off, but remain on standby mode. Small lights indicate that our appliances continue to consume electricity, between 4 and 12 W per hour. In particular, a computer in standby mode uses even more than 20 W per hour, as much as a light bulb.</p>
<p><b>WATER</b></p>	<p>With 9.2 billion cubic meters, Italy ranks first in the EU for water abstraction for public water supply. Italians use 153 cubic meters per year per inhabitant, behind Greece which leads the ranking (157 cubic meters).</p>	<p>Restrooms in University buildings will soon be equipped with dual-flush toilets and high-performance faucet aerators.</p>	<p>7. When flushing, press the button providing the amount of water you need. 8. Where possible, adjust the flow to your needs and turn it off to save water.</p>



<p><b>PAPER</b></p>	<p>It takes 15 trees, 440,000 litres of water and 7,600 kWh of electricity to make a ton of new paper. A ton of recycled paper, instead, takes 1,800 litres of water and 2,700 kWh of electricity.</p>	<p>UniTrento only uses "post-consumer recycled paper" in its printers.</p>	<p>9. Paper is essential for office work. Paper is made from cellulose which is obtained from trees, which are cut down for this purpose; fallen trees do not produce oxygen and do not absorb carbon dioxide. So, it is in everyone's interest to save as many trees as possible, even when we are talking about tree plantations.</p> <p>For this reason, although the paper used in printers at Uni Trento is "post-consumer recycled paper":</p> <ul style="list-style-type: none"> <li>• Do not waste paper - print only what you need</li> <li>• Recycle paper using the appropriate recycling bins</li> <li>• Print on both sides when possible</li> </ul> <p>Use waste paper to take notes</p>
<p><b>PLASTIC</b></p>	<p>For the most part, plastic waste produced by public places such as the University comes from disposable bottles and cups from vending machines.</p>	<p>Vending machine areas are equipped with waste bins (with the Rivending logo) to collect disposable cups.</p> <p>Several University buildings are equipped with dispensers offering still or sparkling water, refrigerated or at room temperature.</p>	<p>10. Use the waste bins with the Rivending logo to recycle the cups provided by vending machines; in this way you will contribute to the waste recycling process and help reduce waste.</p> <p>11. Use water dispensers to refill your plastic or aluminum bottle, or reuse disposable 500ml bottles.</p>



<b>MUNICIPAL WASTE</b>	About 38% of the municipal waste generated in Italy consists of mixed waste, of which 21% is disposed of in landfills.	UniTrento has made separate waste collection containers available at all University locations.	12. Use separate waste collection containers (paper, plastics, exhausted batteries, mixed waste) following the guidelines provided.
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***If we follow these guidelines we can decrease our carbon footprint in the office. Reducing the University's environmental impact also depends on our actions and behaviours.***