

## **OFFICE**

#10 Install an instant water heater near your kitchen sink so you don't have to run the water while it heats up. This also reduces energy costs.

#29 Upgrade older toilets with water-saving WaterSense® labeled models.

#39 Install water-saving aerators on all of your faucets.

#41 Look for WaterSense® labeled toilets, sink faucets, urinals and showerheads.

#54 Hire a GreenPlumber® to help reduce your water, energy, and chemical use.

#143 Some commercial refrigerators and ice-makers are cooled with water. Upgrade to air-cooled appliances for significant water savings.

#144 Post a hotline in bathrooms and kitchens to report leaks or water waste to facility managers or maintenance personnel.

#145 Create a suggestion and incentives system at your organization to recognize watersaving ideas.

#146 Include a water-saving tip in your employee newsletter. Find 100+ tips at wateruseitwisely.com.

#147 Implement a water management plan for your facility, then educate employees on good water habits through newsletters and posters.

#148 Publish your organization's monthly water use to show progress toward water-saving goals.

#149 Invite your water utility conservation staff to your organization for Earth Day and other environmental events to help promote water savings.

#150 Water audit your facility to find out your recommended water use, then monitor your utility bills to gauge your monthly consumption.

#151 Have maintenance personnel regularly check your facilities for leaks, drips and other water waste.

#152 If you use processed water in your business or facility, look into water recycling.

#153 Contact your water utility to see if rebates are available for purchasing water-efficient fixtures, equipment or for facility audits.

#154 Consider and compare water use when purchasing ice makers, dishwashers, reverse osmosis units, coolers and cleaning equipment.

#155 Become or appoint a water ambassador within your organization who creates, implements and maintains your water conservation program.

#156 Become a proud WaterSense® partner and let all your customers know.

#157 As part of the WaterSense® Fix-A-Leak Week in March, plan an employee campaign to look for leaks.

#158 Determine how your on-site water is being used by installing sub-meters where feasible, then monitoring for savings.

#159 Conduct a facility water use inventory and identify water management goals.

#160 Don't forget hidden water use costs, like energy for pumping, heating and cooling, chemical treatment, and damage and sewer expenses.

#161 Show your company's dedication to water conservation through a policy statement. Commit management, staff and resources to the effort.

#162 Shut off water to unused areas of your facility to eliminate waste from leaks or unmonitored use.

#163 Create a goal of how much water your company can save and plan a celebration once that goal is met.

#164 Ask employees for suggestions on saving water and give prizes for the best ideas. Incentivize it!

#165 Write feature articles on your employee website that highlight water-saving ideas and successes.

#166 Test your co-workers or employees on topics like xeriscape, WaterSense®, and higherficiency toilets. See how water-wise they are.

#167 Hire a WaterSense® irrigation partner to help with your landscape.

#168 Saving water on your landscape adds up quickly. Send the person in charge of your landscape to an irrigation workshop.



#169 Marry the weather with your landscape water use. Water use should decrease during rainy periods and increase during hot, dry periods.

#170 Visit your local Water Conservation office's website to get information on programs available to businesses.

#171 Make sure your contract plumber and/or maintenance personnel knows about GreenPlumbers®.

#172 Ask your company to support water conservation events and education. ProjectWet hosts local events throughout the country.

#173 Support Tap Into Quality and forgo those plastic water bottles to lower your carbon footprint.

#174 Scrape dishes rather than rinsing them before washing.

#175 Use water-conserving icemakers.

#176 A recent study showed that 99% of business managers surveyed ranked water conservation as a "top five" priority over the next decade.

#177 If your facility relies on cooling towers, have maintenance maximize cycles of concentration by providing efficient water treatment.

#178 Be sure your irrigation system is watering only the areas intended, with no water running onto walks, streets or down the gutter.

#179 While cleaning sidewalks, a hose and nozzle use 8-12 gallons of water per minute. A pressurized Waterbroom® uses closer to 3 gallons.

#180 Inspect your landscape irrigation system regularly for leaks or broken sprinkler heads and adjust pressures to specification.

#181 Give your landscape proper amounts of irrigation water. Determine water needs, water deeply but infrequently, and adjust to the season.

#182 Establish a monthly water budget for your landscape based on the water needs of your plants.

#183 Limit turf areas at your facility. Instead, landscape using xeriscape principles to cut water use in half.

#184 Put decorative fountains on timers and use only during work or daylight hours. Check for leaks if you have automatic refilling devices.



- #185 Wash company vehicles at commercial car washers that recycle water.
- #186 Wash company vehicles as needed rather than on a schedule. Stretch out the time in between washes.
- #187 Consider turning your high-maintenance water feature/fountain into a low-maintenance art feature or planter.
- #188 When buying new appliances, consider those that offer cycle and load size adjustments. They are more water and energy efficient.
- #189 Support projects that use reclaimed wastewater for irrigation and industrial uses.
- #190 When ice cubes are leftover from your drink, don't throw them out. Pour them on a plant.

## **KIDS**

- #1 There are a number of ways to save water, and they all start with you.
- #2 When washing dishes by hand, don't let the water run. Fill one basin with wash water and the other with rinse water.
- #5 Designate one glass for your drinking water each day, or refill a water bottle. This will cut down on the number of glasses to wash.
- #8 Wash your fruits and vegetables in a pan of water instead of running water from the tap.
- #11 Keep a pitcher of drinking water in the refrigerator instead of running the tap. This way, every drop goes down you and not the drain.
- #15 If you accidentally drop ice cubes, don't throw them in the sink. Drop them in a house plant instead.
- #18 When doing laundry, match the water level to the size of the load.
- #19 Washing dark clothes in cold water saves water and energy, and helps your clothes retain their color.
- #24 Shorten your shower by a minute or two and you'll save up to 150 gallons per month.
- #25 Time your shower to keep it under 5 minutes. You'll save up to 1,000 gallons per month.
- #32 Turn off the water while you brush your teeth and save up to 4 gallons a minute. That's up to 200 gallons a week for a family of four.
- #36 Turn off the water while washing your hair and save up to 150 gallons a month.



- #37 When washing your hands, turn the water off while you lather.
- #38 Take 5-minute showers instead of baths. A full bathtub requires up to 70 gallons of water.
- #40 Drop tissues in the trash instead of flushing them and save water every time.
- #42 One drip every second adds up to five gallons per day! Check your faucets and showerheads for leaks.
- #44 Teach children to turn off faucets tightly after each use.
- #45 Watch the Home Water Challenge video or use the Home Water Audit Calculator to see where you can save water.
- #46 When the kids want to cool off, use the sprinkler in an area where your lawn needs it most.
- #47 Encourage your school system and local government to develop and promote water conservation among children and adults.
- #48 Play fun games while learning how to save water!
- #49 Monitor your water bill for unusually high use. Your bill and water meter are tools that can help you discover leaks.
- #50 Learn how to use your water meter to check for leaks.
- #51 Reward kids for the water-saving tips they follow.
- #52 Avoid recreational water toys that require a constant flow of water.
- #55 Be a leak detective! Check all hoses, connectors, and faucets regularly for leaks.
- #57 See a leak you can't fix? Tell a parent, teacher, employer, or property manager, or call a handyman.
- #58 At home or while staying in a hotel, reuse your towels.
- #59 Make suggestions to your employer or school about ways to save water and money.
- #60 Run your washer and dishwasher only when they are full. You can save up to 1,000 gallons a month.
- #123 Don't overfill the pool. Lower water levels will reduce water loss due to splashing.
- #124 Keep water in the pool when playing, it will save water.
- #131 Use a hose nozzle or turn off the water while you wash your car. You'll save up to 100 gallons every time.



#132 Wash your pets outdoors, in an area of your lawn that needs water.

#133 When cleaning out fish tanks, give the nutrient-rich water to your non-edible plants.

#134 When you give your pet fresh water, don't throw the old water down the drain. Use it to water your trees or shrubs.

#135 Use a broom instead of a hose to clean patios, sidewalks and driveways, and save water every time.

Watering saving tips from <u>www.wateruseitwisely.com</u>

