

# Return to the Office Greener



We are encouraging agencies to use the Return to the Office as an opportunity to refresh staff practices and habits, and take on some new initiatives.

Water

GHG

Waste

Cross-Sector

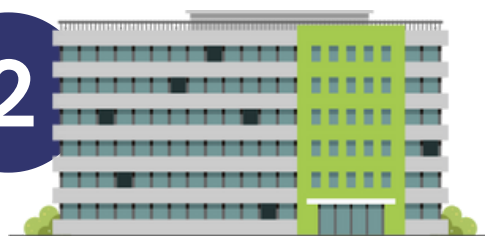
1



## Identify agency vehicles which could be transitioned to electric models

Engage DAS Fleet and DEEP to identify potential vehicles/facilities to transition to electric models with charging infrastructure support. Email [LeadByExample@ct.gov](mailto:LeadByExample@ct.gov) and [Stephen.McGirr@ct.gov](mailto:Stephen.McGirr@ct.gov) to get started.

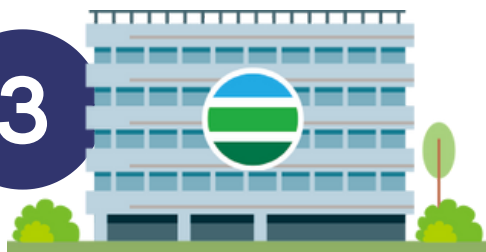
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## Have a No-Cost Retro Commissioning scoping study

For properties above 100k square feet and a BAS system, work with the utilities to conduct a scoping study and identify HVAC improvement and controls opportunities. Email [leadbyexample@ct.gov](mailto:leadbyexample@ct.gov) to get started.

3



## Sign up a building to participate in Eversource's Strategic Energy Management program.

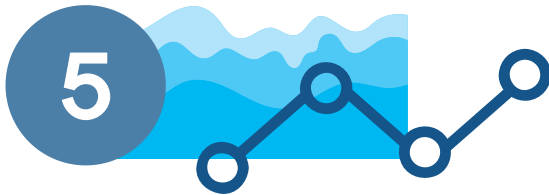
For properties above 5 million kWh annual usage, the utilities can provide energy usage/staff engagement/behavioral change coaching. Email [leadbyexample@ct.gov](mailto:leadbyexample@ct.gov) to get started.

4



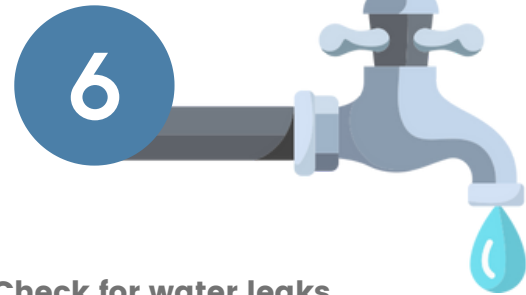
## Have a free building energy audit performed

Basic no-cost energy audit of every space that hasn't already been audited in the last 5 years. This should identify basic opportunities to upgrade lighting or weatherization. [Fill out a Project Request Form](#) to get started.



### Perform a water audit

Conduct a water audit in your facility to identify opportunities for fixture replacement or conservation actions. Email [steven.harkey@ct.gov](mailto:steven.harkey@ct.gov) to get started.



### Check for water leaks

Have facility staff inspect for leaks using the [Fix-A-Leak Checklist](#).



### Assess the feasibility of hosting solar on your buildings or property

Contact the Green Bank to perform a feasibility assessment at one of your agency's properties. Email and [Mackey.Dykes@ctgreenbank.com](mailto:Mackey.Dykes@ctgreenbank.com) and [LeadByExample@ct.gov](mailto:LeadByExample@ct.gov) to get started



### Optimize your dumpster size and pickup schedule

Evaluate your bin volume and usage to make sure you have the right sized dumpster for the waste you're generating.



### Start an organics diversion/collection program

Implement organics collection for your breakrooms. Facilities with cafeterias should contact [Mary.Sotos@ct.gov](mailto:Mary.Sotos@ct.gov) to learn more about technical assistance that's available for reducing and managing food waste.



### Tune up recycling practices

Ensure clear bin signage on what's in/out for recycling. Where possible/over time, eliminate desk-side trash/recycling cans and centralize recycling/trash. Visit [RecycleCT.com](https://www.recyclect.com) for more information.



### Make a Green Team

Put together a **Green Team** of staff invested in making space and operations more sustainable.



# greenergovCT

A Lead by Example Initiative