

## UMaine Green Office Certification Questions

### ENERGY

I/We turn the lights off when I leave my office

I/We turn the lights off in empty community spaces (e.g. bathroom, kitchen)

I/We use a personal lamp(s) instead of overhead lights

I/We use LED or CFL bulbs in any personal lamps

Whenever possible, I/We use natural light instead of overhead or personal lights

My/Our computer display is set to turn off after 5 minutes or less of inactivity

My/Our computers are set to sleep after 10 minutes or less of inactivity

I/We reduce the brightness on our computer screens to a more energy efficient setting

I/We shut off all our non-essential and unused appliances at the end of the day (either manually or with a power strip)

I/We unplug all appliances or use a power strip to shut off power to our appliances when they are not in use

I/We do not have a personal printer

I/We use window blinds to reduce the sun during the summer

I/We set personal space heaters/air conditioners to the most efficient setting (Or I/we do not have personal heating/cooling devices)

I/We have at least one meat or dairy-free lunch a week

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