



# Save energy turn it off.

Especially overnight and at weekends.

## Lights

- ✓ Switch off all lights

## Computers and printers

- ✓ Your IT department can tell you the essential items that must be left on

## Air conditioning

- ✓ Use natural ventilation
- ✓ Open windows
- ✓ Take off some layers

## Heating

- ✓ Wear more layers

## Purchasing

- ✓ Check the energy consumption before buying new equipment

A 20w fluorescent tube left on overnight costs an average £19.12 p/a and creates 37.56kg of CO<sub>2</sub>.

To find out more go to: [confusedaboutenergy.co.uk](http://confusedaboutenergy.co.uk)