



Do you have a Smart meter?
Find out our top tips on how you
could save on your energy bills.



OFFICE EQUIPMENT

If you're not used to saving energy you won't have noticed the waste that takes place, day in day out from office equipment. Start thinking of it as just another great opportunity to save.

- 1 If you're gone from your desk for a while, **switch off** your computer and monitor, and you'll be taming the appetite of one of the biggest energy consumers in the office.
- 2 **Myth number one** - screen savers save power when computers are not in use. Originally these were designed to prevent screens from being burnt by a constant image, but they aren't needed for modern screens. In fact a complicated screen saver can be a significantly greater draw on energy. It is better to set screen savers to **'blank screen'** or **'none'**.
- 3 **Myth number two** - computers in 'standby' mode are essentially off. Behind the scenes it's more a case of the lights are still on but no one is home - standby is a convenience that eats up valuable energy.
- 4 Laptops typically use less electricity over a year than desktop PCs. So it's good news if you're already using them. If not, in future, why not consider one as an alternative to a desktop PC?
- 5 Train yourself to **turn off** those twinkling lights on your office peripherals. Many office products and phone chargers continue to draw power even when they're in standby mode. Multi-socket extension leads (power blocks) that include an on-off switch make it easier to reduce 'phantom' power use. 'Smart' power blocks automatically shut off the power for you if there is no activity for a while.

OFFICE EQUIPMENT (CONT.)

- 6 Specify equipment with A-rated energy efficient products. The improvement in **energy efficiency** of the best-rated modern products will significantly improve your overall consumption for the lifetime of the product.
- 7 It's worth mentioning again... **switch off at night**. It's the simplest way of cutting out energy waste and saving money.

- ✓ Switch off computers when not in use and at the end of the day
- ✓ Check equipment is not left on standby
- ✓ Use top rated energy efficient products

Quick tips



Save energy and fight climate change with **ENERGY STAR** rated products.

