

# Green Guide for getting to work.



## Walk

- If possible, walk to and from work as well as to lunch if it is not too far. Walking burns calories, makes you healthier and saves our environment.

## Ride your bike

- If your workplace is a little farther, consider riding your bike. The bicycle is at the top of the list for energy efficiency. It is good exercise, environmentally friendly and fun. Ensure that your workplace has ample bike racks and post maps of bike routes on your notice boards. Ask the management to investigate the possibilities of installing showers and change rooms for those who ride their bikes to work.
- When you are looking for a courier, consider a bicycle courier instead of one which drives a car or a van.

## Take the bus

- All major North American cities have public transportation systems yet most people still drive their cars.
- If just one person in ten switched to public transportation, annual global oil production could be cut by 17%.
- A full bus or Light Rapid Transit is an energy efficient or environmentally friendly mode of transportation.
- Approach your employer about a break on bus passes.
- If bus service to your workplace needs improvement, meet with other transit users and plan to lobby your local transit company for route changes.

### If you must drive, consider the following:

- Car pooling is a cheaper, cleaner, energy efficient way to get to work.
- Set up a Staff Transportation Efficiency map on a central notice board, color coded to indicate where employees live. This is an excellent way to match up car pooling, walking, and cycling partners.
- Drive Slower. High speed travel coupled with sudden stops and starts is not fuel efficient.
- Use a fuel efficient vehicle and keep it well maintained.
  - a. Change your oil regularly so that your engine will function more efficiently.
  - b. Ensure that your oil is disposed of properly through the provincial government's oil collection program. Patronize that service station that collects oil for recycling.
  - c. Always ask for re-refined motor oil when purchasing oil. Unlike some recycling techniques, the process of refining oil restores it to good as new.
  - d. When having tune-ups preformed, have your emission control equipment checked to ensure it is in good working order.
  - e. Keep your tires inflated properly to ensure optimum fuel efficiency.
  - f. Return used tires for recycling or for proper storage while awaiting recycling.
- In the summer, try using water and dish soap instead of windshield washer antifreeze. This will reduce hydrocarbon evaporation.
- Air conditioning use increases fuel consumption by 8-12%. Open the windows, use the events and a cardboard shade when your car is parked in the sun.
- Plan meetings only when necessary and try to use your phone and fax number instead of calling people to unnecessary meetings.
- For business travel, arrange to share taxis and car rentals with your colleagues. Also, take the airport bus instead of a taxi to and from the airport.

