



## **Memo: Green Office Program**

Tivoli Student Union, 346 | [greenoffices@ahcc.edu](mailto:greenoffices@ahcc.edu)

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### **Welcome to the ASCP's Green Office Program**

Our office has decided to advance sustainability efforts on Auraria Campus by participating in the ASCP's Green Office Program!

#### **What is the Green Office Program?**

The Green Office Program is a sustainability initiative created by the Auraria Campus Sustainability Program (ASCP). Ranked on points, this certification helps interdepartmental offices on Auraria campus engage in sustainability practices on their own time. The program aims to increase sustainability awareness throughout campus by improving waste diversion efforts, increasing energy efficiency, engaging in sustainability education, and more. The program focuses on staff, faculty, and administrator participation, thus extending the opportunity beyond students in order to transition Auraria Campus into a more sustainable environment both internally and externally. By participating in the Green Office Program, offices and their eco-leaders can initiate sustainable and eco-friendly alternatives into campus office environments.

#### **Mission**

The mission of the Green Office Program is to increase sustainability awareness, practices, and efforts in offices and departments across campus. The program provides an opportunity for staff, faculty, and administrators to engage with Auraria's sustainability efforts to build a more expansive and cohesive network of sustainability advocates across campus. By incorporating the entire campus, we can celebrate and unify our collective efforts.

#### **Vision**

The vision of the Green Office Program is to engage the entire campus community in the sustainability goals of the Auraria Sustainable Campus Program. By inspiring behavior change, we can collectively reduce campus-wide carbon emissions, increase our compost and recycling efforts, and reduce our overall dependence on fossil fuels for a more sustainable Auraria.



### What does this mean for us?

As part of a Green Office, you will be participating in a number of different conscious behavior changes in multiple areas including education and awareness, alternative transportation, energy and water conservation, waste diversion and reduction, hosting green events, sustainable purchasing, and innovation. In doing so, you will help:

1. **Leverage** office influence to increase student and faculty awareness of the ASCP and sustainability principles on campus
2. **Engage** faculty and staff to sustain and promote the ASCP goals
3. **Inspire** behavior change through interventions and education
4. **Achieve** our commitment to the American College and University Presidents Climate Commitment (20% reduction of carbon emissions by 2020, 50% by 2030)
5. **Combat** climate change as one sustainable Auraria

### How to Personally Participate:

- Sign up for the ASCP Newsletter:
  - Visit [www.sustainableauraria.org/news](http://www.sustainableauraria.org/news)
- Look at the Cool Climate Calculator to reduce your personal carbon footprint
  - [www.coolclimate.berkeley.edu/calculator](http://www.coolclimate.berkeley.edu/calculator)
- Take alternative transportation to campus
- Follow Green Office sustainability signage in your office
- Turn off the tap while washing dishes or hands
- Turn off the lights and electronics when not in use
- Properly sort, recycle, and compost your waste in appropriate waste receptacles
- Order sustainably sourced swag and office equipment
- Reduce your need of single-use plastics
- Bring reusable water bottle, thermos, and utensils to work
- Eliminate the use of space heaters in your workplace
- Visit [www.sustainableauraria.org/greenoffices](http://www.sustainableauraria.org/greenoffices) for additional resources
- And more!



For questions about the Green Office program in your office, inquire with your Eco-Leader:

Name: \_\_\_\_\_

Contact: \_\_\_\_\_

If you have further questions, reach out to your ASCP Green Office Representative via [greenoffices@ahec.edu](mailto:greenoffices@ahec.edu)