

# It's Better OFF

Over a

# Bank Holiday

Following the success of the Its Better Off @ Easter switch off we would like to invite you to join us with the

**IT'S BETTER OFF** over a **Bank Holiday** challenge

To reduce the energy wasted over the bank holiday please ensure all non essential equipment is switched off before you leave the office for the bank holiday

These five simple checks can hopefully reduce our base load and help us on our way to achieve our target reduction in electricity consumption. →

1. You have shut down your computer - (and if possible switched it off at the socket)
2. You have unplugged any chargers or transformers (these use energy even if they are not plugged into anything!)
3. You have switched off your printer / photocopier / fax machine / scanner (ideally at the socket if possible)
4. You have closed your blinds / curtains (this keeps the heat in if it's cold outside or heat out if it's sunny outside. This saves on heating / cooling costs when you come back)
5. And finally - You have turned your lights off! (if you the last one out ALL the lights off.)