12 Energy Saving Tips of Christmas
Here are 12 useful tips to help staff and students save energy over the festive break....

Starting now...

1. Talk to your colleagues to agree responsibilities for switching off shared kitchen and office equipment, including photocopiers, printers, scanners, fax machines, fridges, freezers, vending machines, hot water boilers, radios, etc.

2. Survey labs, to identify and agree with colleagues which equipment can be switched off during the break. Remember some equipment may affect other labs (e.g. fume cupboards on linked ductwork). For example; arrange the combination of equipment etc into one fume cupboard, so the rest can be turned off.

Before you leave...

3. Shut down your PC and turn your monitor off

Did you know that leaving your PC and monitor on over the holidays would cost nearly €6!

4. Ensure all windows and doors are closed.

5. After doing the background work in tips 1 and 2, switch off all office and lab equipment, including photocopiers, printers, scanners, fax machines etc, and fume cupboards, incubators, glass ovens, compressors etc. Un-used fume cupboards in particular can waste huge amounts of warm air – which costs money, and wastes fuel.

Did you know that a fume cupboard left on 24/7 uses 6 tonnes of CO₂, which is more than the average home!!!

6. Switch off all unnecessary lights – but only switch off exit route lights if you are sure you are the last to leave.

7. Switch off vending machines - ideally hot drinks machines should be emptied of water before the break and then re-filled before being switched on again after Christmas.

8. Turn off all water consuming devices in your area and leave off over the Christmas period. This reduces risks of flooding with unsupervised equipment

9. Switch off your Zip/Burco hot water boiler – Turn off all wall mounted water boilers in labs, break rooms and rest areas

10. Don’t forget to turn off your office Christmas tree lights!

During the break...

11. Take time to ‘switch off’ while College is closed - if it is necessary for you to come in over the holidays please ensure you switch off all lights and equipment as you leave.

When you return...

12. Make energy saving your New Year’s resolution and support the ongoing programme to make Trinity College Dublin a more sustainable environment.