

## Tips from AIRE Captains

*For greening our Office!*

Use the “draft” setting for default printing, which uses half the ink.

*Hope Halleck*

Take the Stairs! Use your energy, not the County’s!

*Hope Halleck*

Check out the advantages of Green IT!

*Paul Culver*

Hold the elevator (reduce a trip) and the door for coworkers (reduce air loss)!

*Hemant Patel*

Consider utilizing ecofont for printing, a font that requires less ink.

*Clay Gottschall*

**Rethink your coffee cup! If you’re a coffee or tea drinker, here are some “green” strategies to consider:**

- Replace paper or Styrofoam cups with reusable mugs. And if you opt for the travel variety (with a lid), many coffee shops offer a discount if you bring in your own mug (it saves them the cost of a cup so they pass the savings on to you!).
- Until you get your reusable mug, reuse the heat guard for subsequent beverages.
- Set up a “coffee club” in your work area – with reusable mugs available (invite folks to donate mugs or bring their own) and a composting bin for used coffee grounds (as encouraged in the last update).

*Kim Lucas*

Check out this handy book for saving and recycling – and renewing and reusing!

*Diana Artemis*



Look for this sign to find your area AIRE Captain and learn more about Fresh AIRE and how you can help make the Arlington workplace more sustainable! Until then, check out [AC Source](#).