



5th Annual

Workplace GREEN UP



Green Economy
London

October 2024

Workplace GREEN UP

Workplace Green Up is an employee engagement program for Green Economy London members to provide employees with fun sustainability activities! All activities can be done both in the workplace and/or at home.

Members can earn points over the four weeks of Workplace Green Up by completing different activities. Each week focuses on one of Green Economy London's target areas: **waste reduction**, **GHG emissions reduction**, **water conservation**, and **environmental stewardship**.

Week 1 - GHG Emissions Reduction: September 30th - October 6th

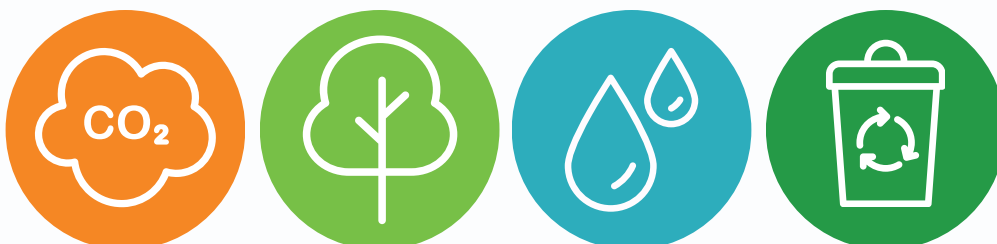
Week 2 - Environmental Stewardship: October 7th to October 13th

Week 3 - Waste Reduction and Diversion: October 14th to October 20th

Week 4 - Water Conservation: October 21st to October 27th

In addition to empowering businesses to set and achieve sustainability targets, Green Economy London aims to embed sustainability in the work culture of our members. Whether the action is a small individual change or large organizational commitment, they all contribute to our mission of making London one of the greenest and most resilient cities in Canada.

Please note that some Workplace Green Up activities may count as projects towards your organizational targets.





Rules of Workplace Green Up

1. Distribute the Workplace Green Up guide to your team.
2. Email Alix, **alix@londonenvironment.net** to indicate that your organization will be participating.
3. We encourage as many employees as possible to participate; businesses with more than five employees need a minimum of 2 participating employees.
4. Activities should be completed during their assigned weeks
5. Points are tallied per organization, not individually.
6. To earn points, share activities on Facebook, Twitter, LinkedIn, or Instagram. You **must tag Green Economy London** and use the hashtag **#WorkplaceGreenUp2024** to ensure we can track activity submissions.
7. If you are not able to share submissions on social media, you may submit photos and a list of completed activities via email to **alix@londonenvironment.net by the Sunday of each week.**

Social Media



[@GreenEconomyLondon](https://www.facebook.com/GreenEconomyLondon)



[@GreenEconomyLDN](https://www.instagram.com/GreenEconomyLDN)



[@GreenEconomyLondon](https://www.linkedin.com/company/GreenEconomyLondon)

PRIZES



Prizes will be distributed to organizations based on the sum of the points earned from activities completed across all four weeks of Workplace Green Up.

1st Place

- A LOMI Kitchen Counter Food Recycler
- **\$250** in gift cards to a Green Economy London member of choice
- A physical award to display at your workplace

2nd Place

- **\$200** in gift cards to a Green Economy London member of choice
- A physical award to display at your workplace

3rd Place

- **\$150** in gift cards to a Green Economy London member of choice
- A physical award to display at your workplace



BONUS POINTS

Complete these bonus activities throughout the month to earn extra points. There may be more opportunities to complete bonus activities throughout the month, so keep an eye out for emails from us!

200 POINTS - Organization-wide email about Workplace Green Up

Send an organization-wide email announcing your participation in Workplace Green Up. You can also share on your organization's intranet homepage. Be sure to include this guide!

To earn points: Forward the email or screenshot of the post to alix@londonenvironment.net

200 POINTS - Share your own Activity

Share your unique sustainability employee engagement activity. Highlight an initiative not covered in this guide that your business has implemented this month to promote emissions reduction, water conservation, waste reduction and diversion, or environmental stewardship.

To earn points: Post your team doing the activity on socials and use the hashtag [#WorkplaceGreenUp2024](#), or email the photos and description of the activity to alix@londonenvironment.net.

300 Points - Attend Green in the City Event

Attend the Green in the City event 'Staying Active and Healthy in Nature' on Tuesday, October 22nd, from 5:00pm - 7:00pm at the Cherryhill Library Branch.

- Register here

To earn points: Attend Green in the City and share a picture of you at the event on social media and use the hashtag [#WorkplaceGreenUp2024](#) or email the photo to alix@londonenvironment.net

800 POINTS - Set a Target

Set an organizational reduction target in either GHG emissions, waste, water conservation. or environmental stewardship.

To earn points: Schedule a target setting meeting with Green Economy London to get started. Email alix@londonenvironment.net to get started.

GHG Emissions Reduction

September 30th - October 6th



To earn points, post pictures of your team completing the activity on social media or via email. Use the last column to keep track of your points. Remember to tag Green Economy London and use the hashtag [#WorkplaceGreenUp2024](#).

Activity	Points	<input checked="" type="checkbox"/>
Green your Commute Carpool with a coworker, take the bus, or use active transportation such as walking or biking to get to work.	500	
Listen to the London Environmental Network's Podcast Episode - Cycling This episode talks about cycling infrastructure and the goal of a connected grid of bike lanes for all ages and abilities.	200	
Listen to Tech Alliance's Podcast Episode - Electric Vehicle Network This episode features EV experts who share their insights into the future of electric vehicles.	200	
Thermostat Challenge Adjust the thermostat at your office or home to optimal temperature set-points. It's recommended to keep your space between 20 - 22 C during the day and between 17 - 19 C at night.	250	
Power Down When electronics are turned off but still plugged in, they use 'standby' or 'phantom power'. Use power bars and turn them off on evening and weekends to eliminate phantom power.	250	
Smart Commute Smart Commute London offers support to employers and employees working in London to find sustainable transportation methods. Register your organization to join Smart Commute. <ul style="list-style-type: none"> More Information 	500	
Cooking Challenge Cook a meal without using any heat from your stove or oven. Get creative with dishes like fresh salads, wraps, and sandwiches and show off your creations at work or with friends and family!	400	

Environmental Stewardship

October 7th - October 13th



To earn points, post pictures of your team completing the activity on social media or via email. Use the last column to keep track of your points. Remember to tag Green Economy London and use the hashtag [#WorkplaceGreenUp2024](#).


Activity	Points	<input checked="" type="checkbox"/>
Listen to the London Environmental Network's Podcast Episode - Local Food Part 1 and Part 2 This episode discusses local food and considers the goal of London becoming food self-sufficient.	200	
Community Litter Clean Up Organize a litter clean-up around your community or at your facility. Clean-ups are a great opportunity to involve all employees, family, and friends in climate action.	400	
Lunch Break Challenge Instead of eating your lunch indoors at your desk, use your lunch break to sit outside and enjoy the fresh air. This is a great way to relax, recharge, and appreciate the local environment! Be sure to make a mental note of all the wildlife you notice.	150	
Fall Food Drive Host a food drive and donate the food to the London Food Bank. Commonly needed food categories include: canned fruit, canned vegetables, pasta, rice and baby food. Review the London Food Bank's information package for help planning the drive.	500	
Support Local Wildlife Create or improve habitats for local wildlife such as installing birdhouses, bird feeders, bat boxes, bee hotels, or planting native plants.	300	
Shop Local Visit local farm gates such as Urban Roots or farmers markets such as the Covent Garden Market or Western Fair District Market to support local businesses in the London community.	400	
Leave your Leaves! Consider not raking up the leaves at your home or at work this fall. Leaves help to build the health of the soil, and supports the natural habitat and ecosystems of many beneficial insects and animals.	250	

Waste Reduction and Diversion

October 14th - October 20th



To earn points, post pictures of your team completing the activity on social media or via email. Use the last column to keep track of your points. Remember to tag Green Economy London and use the hashtag [#WorkplaceGreenUp2024](#).

Activity	Points	
Listen to the London Environmental Network’s Podcast Episode - Waste Not This episode talks about the City of London’s waste collection prorograms to find out what’s happening to our waste.	200	
Zero Waste Lunch Have waste free lunches this week. Use reusable containers, reusable utensils, and reusable cups/ water bottles for meals. Promote zero waste lunches throughout the workplace and share educational materials/posters.	300	
Recycling Drive Host a recycling collection drive at your workplace. This can include the collection of clothing, electronic waste, household textiles, and more! After the end of the drive, the items can be brought to an EnviroDepot found throughout London.	600	
Label Garbage and Recycling Place proper signage on your garbage and recycling bins to guide everyone at your organization in properly sorting their trash and recyclables.	250	
Go Thrifting! Are you in need of new furniture, supplies, kitchenware, or appliances for your office or home? Check out thrift stores such as Value Village, or GoodWill to source these items instead of purchasing them brand new.	400	
Workspace Declutter Take time to declutter your workspace by recycling old papers, donating unused supplies, or sharing extra supplies with coworkers. This reduces waste while promoting an organized environment.	250	
Thanksgiving Challenge If you are hosting or attending a thanksgiving meal at work or with friends and family, use real plates, utensils, and napkins instead of disposable ones. If you must use disposables, choose compostable options.	400	

Water Conservation

October 21st - October 27th



To earn points, post pictures of your team completing the activity on social media or via email. Use the last column to keep track of your points. Remember to tag Green Economy London and use the hashtag [#WorkplaceGreenUp2024](#).

Activity	Points	<input checked="" type="checkbox"/>
<p>Listen to the London Environmental Network’s Podcast Episode - The River Part 1 and Part 2</p> <p>This episode looks at the health of the Thames River and the goal of being able to swim in, fish from, and drink from the river safely.</p>	200	
<p>Optimal Use of Dishwasher and Washing Machines</p> <p>Only run the dishwasher at work or the washing machine at home when they are full. This practice reduces energy and water consumption, minimizes wear and tear, and cuts down on chemical use, making it a simple yet effective way to support environmental sustainability.</p>	300	
<p>Water Saving Toilets</p> <p>Fill a plastic bottle with stones and place it in your toilet tank. This simple DIY project helps to reduce the amount of water used for each flush.</p>	300	
<p>Water Photography</p> <p>Get outside and show us how you conserve water or connect with water through photography. Share your water themed pictures.</p>	150	
<p>Ecological Footprint Calculator</p> <p>Complete the Ecological Footprint Calculator and learn about your footprint and discover small ways to decrease your ecological footprint.</p>	200	
<p>Dye Test / Check for Leaks</p> <p>Add a few drops of food colouring to toilet tanks. Wait 15-30 minutes without flushing. If the colour appears in the bowl, there’s a leak. This simple test can be completed at home or at work and can help identify leaks quickly to help you conserve water. You can also check for leaks on any other appliances and fix those.</p>	400	
<p>FOG Cups</p> <p>Fats, oils and grease (FOG) can block sewer systems when poured down sinks and toilets. To protect our waterways, collect your fats, oils, and grease in a cup or can. Once it’s full, it can be thrown in the garbage. Free FOG cups can also be picked up at the City of London EnviroDepots and at the London Public Library locations. When these cups are returned, they will be used to generate green energy.</p>	350	

Workplace GREEN UP

Don't forget to share your pictures on social using the hashtag [#WorkplaceGreenUp2024](#) and tag us or submit your pictures via email to earn points!

Facebook: [@GreenEconomyLondon](#)

Instagram: [@GreenEconomyLdn](#)

LinkedIn: [@GreenEconomyLondon](#)

For questions and to indicate participation please contact Alix Robinson at alix@londonenvironment.net



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