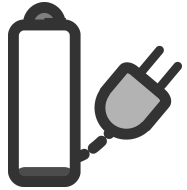


Some Good Practices for a Sustainable Office

1. Print less: try to work directly on digital files
2. Reduce the use of Inch: use Eco-Font when you need to print
3. Reuse paper: print on the back side of waste paper for internal use
4. Print both sides, choose black and white
5. When you need new paper, buy recycled or FSC paper



1. Use as much natural light as possible, maximize with mirrors and light colored walls
2. Unplug when devices are charged
3. Switch off devices and lights you do not need
4. Buy energy saving light bulbs
5. Manage room temperature with awareness



1. Prefer the use of bikes, trains, busses, e-mobility in general
2. Share the ride: when possible set up car pooling
3. Offer on line consulting and remote meetings
4. Purchase locally as far as possible
5. Prefer environment-conscious suppliers



Most of all:

Engage your people and let them come up with creative solutions and initiatives;

make people make the difference for a
Profitable & Sustainable Business