

TENANT SUSTAINABILITY GUIDE



As managers of Royal Centre, Warrington PCI Management strives to be an environmental steward by focusing on these four strategic priorities: energy efficiency, waste management, carbon emission reduction, and water conservation.

In alignment with that focus, Royal Centre has made several investments including commencing the installation of an automated tenant electricity submetering system,

performing LED lighting retrofits throughout the building, and conducting a smart building audit to direct IT infrastructure improvements that will unlock future data-driven energy and emission reductions.

As part of our ongoing commitment, we have developed this guide to assist you – our tenant and partner – to adopt sustainable practices.



ENERGY EFFICIENCY

Royal Centre is committed to energy efficiency, and we are progressively installing LED lighting and controls in all areas of our centre.



WASTE MANAGEMENT

We continuously strive to provide a comprehensive recycling, composting and waste diversion program for our tenants.



CARBON EMISSIONS

Close to 4,000 tonnes of equivalent CO₂ have been avoided since 2016, which is equivalent to removing 850 passenger vehicles from the road for one year.



WATER CONSERVATION

Through our water conservation initiatives, water consumption has been reduced by over 157,000 m³ since 2016.



ENERGY TIPS:

- Conduct a workplace energy audit – an energy audit will evaluate the workplace’s current status on sustainability, plus offer some recommendations.
- Establish energy efficient practices.
 - Minimize artificial lighting and make use of windows.
 - Identify and eliminate “phantom electric loads.”
 - Don’t rely on standby mode. Appliances left on standby can still use up to 50% of the energy used during operation.
 - Install LED/motion sensitive light switches (35-75% of energy consumption comes from lighting).
- Install programmable thermostats – a programmable thermostat can adjust your space to a set temperature during business hours, and a different temperature when everyone has left for the day.
- Make it personal - don't forget, energy saving does not stop at the workplace.

<https://www.bchydro.com/powersmart.html>

WATER TIPS:

- As with energy, old water fixtures and equipment can generate more resource waste than some would expect.
 - Faucet aerators and low flow plumbing fixtures (certified by WaterSense) enable equivalent washing capacity at a reduced percentage of water use.
 - Dripping water taps and leaking toilet tanks can easily go unnoticed, losing gallons of water per day.
- Optimal maximum temperatures for your water heater are around 120-125 degrees Fahrenheit, but only during business hours. Timers can be installed to ensure that the water heater is turned off during non-business hours.
- Educate users - It is important to educate users about water scarcity issues and the impact of water conservation practices through signage and awareness campaigns at the point of use.

<http://www.metrovancouver.org/services/water/water-conservation/Pages/default.aspx>

RECYCLING & WASTE TIPS:

- Something as simple as a quick visual inventory can be a great start to better recycling.
- Ensure that you have containers for your recycling efforts, placing them in areas where materials use is highest.
- Educate your staff on what materials can be recycled, and even think of assigning a recycling supervisor or task force. These individuals can help maintain your recycling stream and see if there are ways to increase your goals or make them more efficient.
- Remember, eliminate/reduce, reuse, recycle.
 - Eliminate/reduce – convert to digital to eliminate paper use where possible. Provide reusable water bottles and cutlery for your employees, and/or encourage employees to bring lunches and beverages in reusable containers.
 - Reuse – reusing items is another great way to manage waste. For instance, donate unneeded good to a donation centre.
 - Recycle – Paper, bottles, cans, plastic, and electronics are all recyclable materials. Composting is recycling too!
- Specialty vendors, such as Cascades Recovery+, can help recycle specific materials not included in the Royal Centre recycling program.
- Always be sure to check your city and state regulations regarding recycling.