



The amount of disposed waste had jumped **six-fold** over 30 years – from 1,300 tons a day in 1970 to 7,600 tons a day in 2000. At this rate, a new incineration plant would have to be built every 5 to 7 years and a 350 hectare landfill every 25-30 years, making it **unsustainable** for land-scarce Singapore. However, a solution exists and it starts with **you**.

With this in mind, **Eco-green CBM** is committed to initiatives that **raise awareness and reduce office waste** among our people. We share a common goal to increase **cost savings**, operational **efficiency** and service **quality** while maintaining a **safe and healthy** workplace. We promote the following measures to reduce, reuse and recycle.

### **Save Energy!**

- Switch off PCs, lights and other electronic devices if they are not in use (Do not use Standby mode)
- Switch off lights during lunch and non-working hours
- Switch to Energy-save mode for photocopiers when you are done

### **Save Paper!**

- Print documents on 2-sides and multiple pages per sheet where possible
- Consider using electronic copies for large documents – use PDFCreator to reduce the size of documents
- Recycle used paper at central collection area
- Faxes received electronically
- Reuse scrap paper for notes

### **Reduce Waste!**

- Recycle used ink cartridges at central collection area
- Use reusable containers for lunch. Refuse using a plastic bag for takeaways
- Use your own cutlery and cups rather than disposable ones
- Newspaper sharing among divisions

Please send all enquiries or suggestions to [ecogreen@cbm.com.sg](mailto:ecogreen@cbm.com.sg)  
Together, we can make a difference!