

Sun Realty

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Kill Devil Hills

Greenhouse Gas Emissions Management and Reduction

Institute fuel economizing programs for company vehicles such as regular inspection of vehicles, reduced idling, and route planning to minimize travel distances

Allow flexible staff schedules to minimize staff travel during heavy traffic periods

Offer preferred parking spaces to customers who use alternative fuel vehicles

Solid Waste Management, Reduction, Reuse, & Recycling

Conduct a waste audit to determine a baseline for future waste reductions

Purchase products in reusable, returnable containers

Donate obsolete/unwanted equipment, electronics, furniture to charity

Eliminate use of Styrofoam and other difficult to recycle products

Purchase products such as condiments, cleaning supplies, and other products in bulk/concentrated form

Offer reusable products such as glass cups, cotton linens, and refillable condiment dispensers

Give preference to products with high post-consumer recycled content

Ensure that printed materials are printed on paper with high recycled content (at least 35%) and print using soy-based ink

Recycle damaged towels and sheets as cleaning rags and craft torn linens into other usable items (e.g. sheets into pillowcases)

Reuse newspaper, shredded paper, and incoming packaging materials for packing/shipping needs

Purchase recyclable toner cartridges

Use non-bleached paper napkins, towels, and coffee filters

Provide alternatives to individual plastic water bottles such as water pitchers/point of use water filters

Provide cigarette disposal bins in smoking areas

Purchase durable goods of sufficient quality to allow reuse, refinishing, or reupholstering

Ensure proper disposal of hazardous materials

Use preventative maintenance on equipment to reduce risk of replacement

Provide and publicize recycling bins

Selecting printers/photocopiers able to print on both sides

Distributing information to guests/participants via email and avoiding hard copy

Avoid use of fax cover sheets

Distribute inter-office documents using routing slips, bulletin boards, or email distributions rather than printing copies for staff members

Using both sides of printing paper and using the reverse side of printing paper for printing rough drafts

Streamlining operational systems that rely on paper or hard copies

Reuse envelopes for inter-office mail

Set and use fax and copy machines to copy documents directly to computers rather than printing a new copy

Recycles the Following: Aluminum, Glass, Office mix, Batteries, Electronics, Plastic, Corrugated cardboard, Newspaper, Phone books