



# HOLIDAY CHECKLIST

*Help reduce energy use  
while you are away!*



## BEFORE YOU LEAVE FOR THE HOLIDAYS:

- SHUT DOWN YOUR COMPUTER
- OR USE THE LOWEST POWER-SETTING
- TURN OFF YOUR MONITOR(S)
- UNPLUG PERSONAL PRINTERS OR SHREDDERS
- UNPLUG CELL PHONE OR IPAD CHARGERS
- UNPLUG KETTLES AND COFFEE MAKERS
- CHECK THE BREAK ROOM AND KITCHEN TOO
- LOWER BLINDS TO RETAIN BUILDING HEAT
- ENSURE THAT ALL LIGHTS ARE TURNED OFF



*Sustainability ...  
your university, your world*



UNIVERSITY OF  
SASKATCHEWAN

| [sustainability.usask.ca](http://sustainability.usask.ca)