

# Office Initiatives and Activities

to reduce

## Disposable Coffee Cup Waste



On the University of Saskatchewan campus, about **1.3 million coffee cups** are thrown away during the school year. That is approximately **8000 cups per day!**

Even though cups can be recycled on campus, they are still an unnecessary waste product that can easily be avoided.

In order to combat this issue, use the activities and initiatives included in this document to help encourage the use of reusable mugs and eliminate the use of disposable cups in your office!

### Activity #1: Caught Red Handed

#### Description

Encourage your entire office to pledge not to use a single disposable mug for a month. Throughout the month, anyone who is caught “red handed” with a disposable mug must purchase a round of coffee for the entire group! You can also do this activity with a specific department or area of an office.

By using an aspect of competition, you will not only encourage sustainable behaviour, but also create a fun office game!

#### You Will Need

- Willing participants
- Enthusiasm!

If you would like any support on this initiative, please contact the Office of Sustainability.



## Activity #2: House Points

### Description

To participate in this activity, you must organize your office into groups / teams. You can do this according to department or area, select groups randomly, or have employees choose their own teams.

Have all groups pledge to bring reusable mugs as often as possible. Every time someone fills a reusable mug, they are awarded a point for their group! To keep track of points, keep a whiteboard or poster somewhere where all participants will easily be able to track their progress (e.g., lunchroom).

At the end of each week / month, provide a free round of coffee for the group with the most points! You can either fund this through your office budget, or have the losing team pay for the winning team.

### You Will Need

- A whiteboard, chalkboard, or large poster
- A small budget for buying coffee for winners (optional)
- Willing participants
- Enthusiasm!

If you would like any support on this initiative, please contact the Office of Sustainability.

## Activity #3: Mug Shots

### Description

Using the “Wanted: Reusable Mugs” poster included in this document, advertise the efforts of your office to start bringing reusable mugs.

On specified days, take “mug shot” photos of employees with their reusable mugs. You can be as creative as you want with the photos! Try having employees pose in funny ways, or challenge the office to take the wackiest photo with their mug!

Post the photos in a common space within the office (or online to save paper) to encourage and celebrate the use of reusable mugs instead of disposable ones. Give small prizes to anyone who has their mug shot taken, or let employees vote on who they think has the most creative photo! By hosting a fun challenge and encouraging a sense of inclusion, employees who regularly use a disposable cup will be more inclined to bring a reusable mug.

### You Will Need

- Camera
- Printer
- Accessible Voting methods (optional)
- Small budget for prizes (optional)
- Willing participants
- Enthusiasm!

If you would like any support on this initiative, please contact the Office of Sustainability.



## Activity #4: Inter-Office Competition

### Description

Connect with your fellow Work Green members and organize a competition between your offices! Advertise the competition with the poster included in this document, and encourage office members to pledge not to use a disposable cup for the duration of the competition.

Have office members keep track of how many times they fill their reusable mugs. On weekly or bi-weekly check-in days, calculate a total for your office and compare with the other offices involved in the competition.

At the end of the month (or however long you make the contest), compare final numbers and name a winner! You can organize a prize for the winning office, or simply celebrate your victory with pride!

This initiative makes the most sense if there is already a friendly rivalry between groups, however it is definitely not necessary. People love a competition, and this style of activity can be very successful!

### You Will Need

- Cooperative partners in a different office to organize the initiative
- A whiteboard, chalkboard, or large poster for each office
- A small budget for buying prizes for winners (optional)
- Willing participants
- Enthusiasm!

If you would like any support on this initiative, please contact the Office of Sustainability.



## Activity #5: Muggy Mondays

### Description

There's nothing that can light up an office more on a dreary Monday morning than free coffee!

On the first Monday of every month (or as frequently as you want), purchase one or two 12 cup thermoses of coffee from Culinary Services and give free coffee to anyone who brings in a reusable mug! (You could also give out tea or hot chocolate if that is more popular in your office.)

Make sure you advertise that you will be hosting a "muggy Monday" event a few days in advance so that employees remember to bring their mug. For this, you can use the poster included at the end of this document.

This will not only encourage people to bring their reusable mug, it will also brighten some spirits on a Monday morning!

### You Will Need

- One or two 12 cup thermoses of coffee
- Volunteer (to ensure only those with reusable mugs get coffee)

If you would like any support on this initiative, please contact the Office of Sustainability.

# CAUGHT RED HANDED!



**Did you just use a disposable coffee cup?**

Our office is participating in the  
**CAUGHT RED HANDED Challenge**  
to reduce disposable coffee cup waste!

**From**

**To**

**Better bring a reusable mug to work, because anyone caught with a disposable coffee cup will have to buy a round of coffee for the  
**ENTIRE OFFICE!****

**For more information, talk to**

# Team Up to Tackle Coffee Cup Waste!



Our office is participating in the  
**REUSABLE MUG Challenge**  
to reduce disposable coffee cup waste!

From

To

Every time you fill your reusable mug, you get a point for your team! At the end of the month, the team with the most points is the

**OFFICE CHAMPION!**

Keep track of your points here:

For more information, talk to

# WANTED: Coffee Cups



Our office is participating in the  
**MUG SHOT Challenge**  
to reduce disposable coffee cup waste!

From

To

When you bring a reusable mug, get your  
**MUG SHOT**  
taken by one of our volunteers,  
and watch as we post the photos for everyone to see!

For more information, talk to

# Competing to Reduce Coffee Cup Waste!



Our office is competing against other offices in the  
**REUSABLE MUG Challenge**  
to reduce disposable coffee cup waste!

From

To

Every time you fill your reusable mug, you get a point for our office! At the end of the month, the team with the most points is the ultimate

**COFFEE MUG CHAMPION!**

Keep track of your points here:

For more information, talk to

# MUGGY MONDAYS!



Our office is participating in the  
**REUSABLE MUG Challenge**  
to reduce disposable coffee cup waste!

**When:**

To encourage the use of reusable mugs in our office, we will be providing

**FREE COFFEE**

on select Mondays to anyone who brings a reusable mug!

For more information, talk to