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# Water saving tips



**Only use water  
for the essentials**



**Don't  
waste it**



**Reuse it where  
you can**

Try these useful tips to save water around the workplace:

## **In the bathroom**

- When washing your hands, turn off the tap while lathering up.
- Remember to use the short flush for pee and the longer flush for poo.

## **In the kitchen**

- Use a bucket to wash down windows and other areas instead of using a hose.
- To avoid wasting water, turn off any machines when not in use. Use the eco setting if there one.
- While waiting for the tap to run hot, catch any unused water and use it to water your plants.
- When boiling the kettle, only boil the amount of water you need. This can also cut the energy cost of boiling your kettle by a third.

## **Everywhere**

- Check for leaks on toilets, taps and urinals – even a small constant dribble can waste 200-400 litres every day.

